

**Health Action**  
**Charity No. 1101235**  
**Company No. 04730352**  
**Trustees' Report and Unaudited Accounts**  
**For the year ended 30 September 2022**

*B M Cooper & Co. Limited*  
*Chartered Certified Accountants*  
*88 Wood Lane*  
*Dagenham*  
*Essex*  
*RM9 5SL*

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The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 30 September 2022.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 04730352

Charity No. 1101235

Principal Office  
Kingsley House  
37 - 39 Balmoral Road  
Gillingham  
Kent  
ME7 4PF

Registered Office  
Kingsley House  
37 - 39 Balmoral Road  
Gillingham  
Kent  
ME7 4PF

#### Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law.  
The following Directors and Trustees served during the year:

Edwin Mapara  
Hilton Idahosa  
Osas Izekor  
Stephen Idahosa  
Tina Murphy (deceased 06 January 2023)

Accountants  
B M Cooper & Co. Limited  
88 Wood Lane  
Dagenham  
Essex  
RM9 5SL

#### OBJECTIVES AND ACTIVITIES

Health Action provides a wide range of services

- (1) We provide information and support that acknowledges the impact of culture in HIV prevention and health promotion for African communities
- (2) We advocate on behalf of African people infected by HIV
- (3) We provide up to date information to facilitate informed decision-making

(4) We seek to acknowledge the importance of the effects of social exclusion.

Various activities were carried out in furtherance of these objects.

## ACHIEVEMENTS AND PERFORMANCE

We want to extend our sincere gratitude to PCC Commissioning Kent for funding our Domestic violence outreach programme for men this year. The programme has had a major impact on reaching out to a hidden demography of BAME men. On behalf of Health Action, I want to thank you for helping us make a positive difference.

As an organisation, our fundamental objective is to address the needs of our service users and make decisions that benefit the community as a whole. The cost-of-living issue is making health inequities among our target group worse, so we are making a lot of effort to improve our community's health and welfare.

Once again, our sincere thanks go to our funders who have made it possible for us to continue delivering our service through these challenging periods.

We want to also thank members of the BAME communities in Medway, Faith leaders, Our Trustees, and volunteers for the unwavering support.

We are however saddened to announce the passing of our founder, Mrs Tina Murphy, on the 6th of January 2023, after a brave battle with cancer. A life so beautifully lived deserves to be beautifully remembered. The impact she had on the lives of many is very difficult to forget. Tina was the pillar on which Health Action was built and she so looked forward to our twentieth-year celebration later in the year. She has left us with such a wonderful foundation that we shall cherish and build upon. We will all miss her more than words can express.

## FINANCIAL REVIEW

The Statement Of Financial Activities shows an income from the period of £33,205 (2021 - £84,310) and total expenditure of £22,473 (2021 - £47,473) leaving a net surplus for the year of £10,732 (2021 - £40,837). The net assets of the charity as at 30 September 2022 was £72,322 (2021 - £61,590).

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation is charitable company limited by guarantee, incorporated on 10th April 2003 and it is a registered as a charity. The company was established under a Memorandum of Association dated 10th April 2003, as amended by special resolution dated 11th November 2003. The Articles and Memorandum of Association established the objects and powers of the charitable company.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

.....  
Hilton Idahosa  
Trustee

27 April 2023

I report to the charity trustees on my examination of the accounts of Health Action for the year ended 30 September 2022 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act).

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....  
Mr Bolaji Kalejaiye FCCA  
ACCA  
B M Cooper & Co. Limited  
88 Wood Lane  
Dagenham  
Essex  
RM9 5SL

27 April 2023

Health Action

Statement of Financial Activities  
For the year ended 30 September 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
	Notes				
Income and endowments from:					
Donations and legacies	4	-	33,205	33,205	84,310
Total		-	33,205	33,205	84,310
Expenditure on:					
Charitable activities	5	1,380	10,843	12,223	28,016
Other	6	954	9,296	10,250	15,457
Total		2,334	20,139	22,473	43,473
Net gains on investments		-	-	-	-
Net income	7	(2,334)	13,066	10,732	40,837
Transfers between funds		-	-	-	-
Net income before other gains/(losses)		(2,334)	13,066	10,732	40,837
Other gains and losses					
Net movement in funds		(2,334)	13,066	10,732	40,837
Reconciliation of funds:					
Total funds brought forward		61,590	-	61,590	20,753
Total funds carried forward		59,256	13,066	72,322	61,590

Health Action  
Balance Sheet  
At 30 September 2022  
Company No. 04730352

	Notes	2022 £	2021 £
Fixed assets			
Tangible assets	10	2,862	3,356
		<u>2,862</u>	<u>3,356</u>
Current assets			
Cash at bank and in hand		70,360	59,134
		<u>70,360</u>	<u>59,134</u>
Creditors: Amount falling due within one year	11	(900)	(900)
Net current assets		69,460	58,234
Total assets less current liabilities		<u>72,322</u>	<u>61,590</u>
Net assets excluding pension asset or liability		<u>72,322</u>	<u>61,590</u>
Total net assets		<u><u>72,322</u></u>	<u><u>61,590</u></u>
The funds of the charity			
Restricted funds	12		
Restricted income funds		13,066	-
		<u>13,066</u>	<u>-</u>
Unrestricted funds	12		
General funds		59,256	61,590
		<u>59,256</u>	<u>61,590</u>
Reserves	12		
Total funds		<u><u>72,322</u></u>	<u><u>61,590</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 30 September 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 27 April 2023

And signed on its behalf by:

.....  
Osas Izekor  
Trustee

27 April 2023

## 1 Accounting policies

### Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

### Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

### Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

### Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
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Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
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Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
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Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
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Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
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Volunteer help	The value of any volunteer help received is not included in the accounts.
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Investment income	This is included in the accounts when receivable.
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Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
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Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
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## Health Action

### Notes to the Accounts

#### Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures, fittings & equipment	25% on written down value
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#### Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

#### Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

#### Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

## Health Action

### Notes to the Accounts

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Research and development

Expenditure on research and development is written off in the year in which it is incurred.

#### Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

#### Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

#### Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

The company is a private company limited by guarantee and consequently does not have share capital.

### 3 Statement of Financial Activities - prior year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Income and endowments from:			
Donations and legacies	47,510	36,800	84,310
Total	<u>47,510</u>	<u>36,800</u>	<u>84,310</u>
Expenditure on:			
Charitable activities	4,434	23,582	28,016
Other	2,239	13,218	15,457
Total	<u>6,673</u>	<u>36,800</u>	<u>43,473</u>
Net income	<u>40,837</u>	<u>-</u>	<u>40,837</u>
Net income before other gains/(losses)	40,837	-	40,837
Other gains and losses:			
Net movement in funds	<u>40,837</u>	<u>-</u>	<u>40,837</u>
Reconciliation of funds:			
Total funds brought forward	20,753	-	20,753
Total funds carried forward	<u>61,590</u>	<u>-</u>	<u>61,590</u>

### 4 Income from donations and legacies

	Restricted £	Total 2022 £	Total 2021 £
Colyer Fergusson	-	-	10,000
Kent Police	31,283	31,283	24,880
Domestic abuse project	1,922	1,922	1,920
NHS Blood Transplant	-	-	18,000
Kent County Council	-	-	2,310
National Heritage	-	-	27,200
	<u>33,205</u>	<u>33,205</u>	<u>84,310</u>

5 Expenditure on charitable activities

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
<i>Expenditure on charitable activities</i>				
Domestic abuse project	-	450	450	1,300
HIV test kits	-	-	-	7,530
<i>Governance costs</i>				
Accountancy fees	900	-	900	900
	<u>900</u>	<u>450</u>	<u>1,350</u>	<u>9,730</u>

6 Other expenditure

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Employee costs	-	2,005	2,005	7,352
Premises costs	-	6,240	6,240	5,120
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	954	-	954	1,119
General administrative costs	-	1,051	1,051	1,866
	<u>954</u>	<u>9,296</u>	<u>10,250</u>	<u>15,457</u>

7 Net income before transfers

	2022	2021
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	954	1,119

8 Trustee remuneration and expenses

One or more of the trustees has been paid remuneration in the current or prior periods.

	Remuneration	Pension	Other benefits
Trustee			
Tina Murphy	2,005	-	-

9 Staff costs

Salaries and wages	2,005	6,903
	<u>2,005</u>	<u>6,903</u>

No employee received emoluments in excess of £60,000.

Health Action  
Notes to the Accounts  
10 Tangible fixed assets

	Fixtures, fittings & equipment £	Total £
Cost or revaluation		
At 1 October 2021	4,799	4,799
Additions	460	460
At 30 September 2022	<u>5,259</u>	<u>5,259</u>
Depreciation and impairment		
At 1 October 2021	1,443	1,443
Depreciation charge for the year	954	954
At 30 September 2022	<u>2,397</u>	<u>2,397</u>
Net book values		
At 30 September 2022	<u>2,862</u>	<u>2,862</u>
At 30 September 2021	<u>3,356</u>	<u>3,356</u>

11 Creditors:  
amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	<u>900</u>	<u>900</u>
	<u>900</u>	<u>900</u>

12 Movement in funds

	At 1 October 2021	Incoming resources (including other gains/losses) £	Resources expended £	At 30 September 2022 £
Restricted funds:				
Restricted income funds:				
	-	33,205	(20,139)	13,066
<i>Total</i>	<u>-</u>	<u>33,205</u>	<u>(20,139)</u>	<u>13,066</u>
Unrestricted funds:				
General funds	61,590	-	(2,334)	59,256
Revaluation Reserves:				
Total funds	<u>61,590</u>	<u>33,205</u>	<u>(22,473)</u>	<u>72,322</u>

## 13 Analysis of net assets between funds

	Unrestricted funds	Total
	£	£
Fixed assets	2,862	2,862
Net current assets	69,460	69,460
	<u>72,322</u>	<u>72,322</u>

## 14 Reconciliation of net debt

	At 1 October 2021	Cash flows	At 30 September 2022
	£	£	£
Cash and cash equivalents	59,134	11,226	70,360
	<u>59,134</u>	<u>11,226</u>	<u>70,360</u>
Net debt	<u>59,134</u>	<u>11,226</u>	<u>70,360</u>

## 15 Related party disclosures

*Controlling party*

The company is limited by guarantee and has no share capital; thus no single party controls the company.

# Health Action

## Detailed Statement of Financial Activities For the year ended 30 September 2022

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income and endowments from:				
Donations and legacies				
Colyer Fergusson	-	-	-	10,000
Kent Police	-	31,283	31,283	24,880
Domestic abuse project	-	1,922	1,922	1,920
NHS Blood Transplant	-	-	-	18,000
Kent County Council	-	-	-	2,310
National Heritage	-	-	-	27,200
	-	33,205	33,205	84,310
Total income and endowments	-	33,205	33,205	84,310
Expenditure on:				
Charitable activities				
Domestic abuse project	-	450	450	1,300
HIV test kits	-	-	-	7,530
Insurance	-	214	214	184
Mobility Outreach	-	-	-	150
Outreach service providers	480	6,407	6,887	13,741
Mens group event	-	680	680	1,481
Support & Youth	-	1,500	1,500	1,200
Women support group	-	1,492	1,492	500
Volunteer expenses	-	100	100	1,030
	480	10,843	11,323	27,116
Governance costs				
Accountancy fees	900	-	900	900
	900	-	900	900
Total of expenditure on charitable activities	1,380	10,843	12,223	28,016
Employee costs				
Salaries/wages	-	2,005	2,005	6,903
Staff training	-	-	-	449
	-	2,005	2,005	7,352
Premises costs				
Rent	-	5,040	5,040	5,040
Premises repairs and maintenance	-	1,200	1,200	80
	-	6,240	6,240	5,120
General administrative costs, including depreciation and amortisation				

# Health Action

## Detailed Statement of Financial Activities

Depreciation of Fixtures, fittings & equipment	954	-	954	1,119
Sundry expenses	-	40	40	1,040
Telephone, fax and broadband	-	1,011	1,011	826
	<u>954</u>	<u>1,051</u>	<u>2,005</u>	<u>2,985</u>
Total of expenditure of other costs	954	9,296	10,250	15,457
Total expenditure	<u>2,334</u>	<u>20,139</u>	<u>22,473</u>	<u>43,473</u>
Net gains on investments	-	-	-	-
Net income	<u>(2,334)</u>	<u>13,066</u>	<u>10,732</u>	<u>40,837</u>
Net income before other gains/(losses)	<u>(2,334)</u>	<u>13,066</u>	<u>10,732</u>	<u>40,837</u>
Other Gains	-	-	-	-
Net movement in funds	<u>(2,334)</u>	<u>13,066</u>	<u>10,732</u>	<u>40,837</u>
Reconciliation of funds:				
Total funds brought forward	61,590	-	61,590	20,753
Total funds carried forward	<u>59,256</u>	<u>13,066</u>	<u>72,322</u>	<u>61,590</u>