

**OXYGEN THERAPY CENTRE CARDIGAN LTD**  
**UNIT 13**  
**PENTOOD INDUSTRIAL ESTATE**  
**CARDIGAN**  
**SA43 3AG**  
**TEL: 01239 613210**



**Oxygen Therapy Centre Cardigan Ltd (Company registration number 05783351)**

**Report of the Trustees**  
**For the year ended 30<sup>th</sup> April 2024**

The trustees who are also the directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30<sup>th</sup> April 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to the charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)

**Objectives and Activities**

The Oxygen Therapy Centre Cardigan is constituted as a company limited by guarantee. It is governed by its Memorandum and Articles of Association.

The principal objective of the charity is the provision of facilities to assist people suffering from Multiple Sclerosis and any other conditions that may benefit from High Dosage Oxygen Therapy.

**Public Benefit**

The Trustees have regard to the Charities Commissions general guidance on public benefit and always ensure that the activities we undertake are in line with our charitable aims and objectives.

**Achievements and Performance**

The Centre has one paid member of staff and five volunteers. The Centre Manager undertakes performance reviews with the volunteers and the Trustees oversee the Centre Manager. There is a complaints procedure in place that all users of the Centre are aware of.

During the Covid pandemic the Centre has followed all government advice and has had strict procedures in place in regards to the health and safety of all staff and users of the Centre. During social distancing the Centre opened strictly on a one user at a time basis and decontamination procedures were in place,

We have been very fortunate to receive a number of donations from individuals and local fundraising groups.

**Financial Review**

The Management do not have any concern over the future viability of the Centre as it is currently run and funded. Reserves currently stand at £35,000. The Trustees have made plans to identify areas of future funding and reducing costs where possible.

The Trustees have identified that reserves should remain above £20,000, this being the equivalent to 6 months operating costs. As of 31<sup>st</sup> April 2024 the reserves remain above this level and management have taken steps to ensure that funds are managed carefully.

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### **Future Plans**

The Trustees are committed to maintaining our high levels of service and support for our users. Future plans we are looking to achieve include the following:

- The raising of funds to install an oxygen generation system. This would allow us to generate our own oxygen and reduce the costs incurred with the use of bottled oxygen.
- Continue to update and refurbish the décor and furnishings.
- Increase our users and explore other therapies that our users may benefit from.

### **Structure, Governance and Management**

The charity operates out of our Centre in Cardigan. We are currently open Monday, Tues, Wednesday and Friday although this fluctuates according to usage. To keep costs down the Centre is not open when the oxygen chamber is not in use. The Centre Manager is onsite whenever the centre is open and is assisted by volunteers.

Volunteers are trained as chamber operators by the senior operator, the Centre Manager. This training is overseen by our umbrella organisation who visit annually. The manager is overseen by the Trustees who also form the management committee and Directors.

Health and safety is overseen by a competent individual who prepares risk assessments and makes regular checks of the premises. The oxygen chamber has yearly servicing and inspections by official engineers and insurance inspectors in addition to daily checks by the chamber operator.

### **Reference and Administration Details**

Registered Company Number 05783351  
Registered Charity Number 1116086

Registered Address:

Unit 13 Pentood Industrial Estate  
Cardigan  
Ceredigion  
SA43 3AG.

Trustees  
Mr William Hopkins  
Mrs Mair Rees  
Mrs Andrea Prince  
Mrs Jean Williams  
Mr John Vaughan  
Mr Philip Simpson  
Mr Ian Morgan

Company Secretary  
Mrs Debbie Morgan

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**Independent Examiner**

Mr Islwyn Evans  
Pritchard & Evans Accountants  
47 St Marys Street  
Cardigan  
Ceredigion  
SA43 1HA.

This report has been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees and signed on its behalf by

Mr William Hopkins (Trustee & Chair of board of directors)

INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 30 APRIL 2024

	2024	2023
<b>Income</b>		
Events and collections	1,632	4,603
Donations	42,667	20,538
Dives and physio	7,001	10,267
Craft sales	590	720
Tax refunds and online giving	325	3,811
Hywel Dda	5,600	6,160
<b>Total Income</b>	57,815	46,099
<b>Expenditure</b>		
Chamber and physio requisites	5,656	6,327
Salaries	15,491	16,458
Rent	12,766	12,712
Insurances and licences	4,682	4,954
Light and heat	1,790	1,967
Water charges	135	204
Telephone	1,254	716
Office expenses and registration fees	198	606
Repairs and renewals	882	771
Miscellaneous expenses		596
Depreciation	735	817
<b>Total Expenditure</b>	(43,589)	(46,128)
<b>Profit/(loss) for year</b>	14,226	(29)

BALANCE SHEET AS AT 30 APRIL 2024

	2024	2023
<b>Fixed Assets</b>		
<b>Additions to rented property</b>		
Opening balance	46,650	46,650
<b>Chamber and physiotherapy</b>		
Opening balance	7,278	8,086
Depreciation	<u>(727)</u>	<u>(808)</u>
	6,551	7,278
<b>Office equipment</b>		
Opening balance	78	87
Depreciation	<u>(8)</u>	<u>(9)</u>
	70	78
<b>Current Assets</b>		
Lloyds - Current account	50,961	36,000
	50,961	36,000
<b>Total Net Assets</b>	<u>104,232</u>	<u>90,006</u>
<b>Accumulated Fund</b>		
Opening balance	90,006	90,035
Profit/(loss) for year	<u>14,226</u>	<u>(29)</u>
	<u>104,232</u>	<u>90,006</u>

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