



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
HEADWAY SALFORD & DISTRICT LIMITED

On accounts for the year  
ended

31 MARCH 2024

Charity no  
(if any)

1120377

Set out on pages

1 - 5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Andi Gilbody

Date:

07/10/2024

Name:

A C Gilbody

Relevant professional  
qualification(s) or body  
(if any):

ATT (Inst of Taxation) 106869

Address:

Accounts & Tax Advice Limited

605 Oldham Road, Failsworth, Manchester M35 9AN

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



**Salford  
& Trafford**  
the brain injury association

### **Treasurers Report**

**1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024**

#### **Current Position**

Accounts now run 1<sup>st</sup> April to 31<sup>st</sup> March

Balance as of 31<sup>st</sup> March 2024 - £101,846.86

#### **Period in Numbers**

The Balance at the start of the year was £94,638.90

Incomings for the year were £55,833

Outgoings for the year were £48,667

Difference was £7166

The main source of income comes from member fees and is supplemented by fund raising and the excellent work Kat does in obtaining grants.

Expenses remained static throughout the year and consist mainly of wages and pension for Sam and Chloe, the services Kat supplies, Tracing Steps, Vodafone and Room Hire, plus one or two ad hoc payments.

#### **HMRC and Charities Commission**

We are currently up to date in all areas. Everything is filed. Contact details are all correct.

#### **Invoices**

Outstanding invoices being managed by Sam, with my assistance and is ongoing.

Payments are generally up to date

#### **Cost Increases**

We are due to raise fees again in 2025. Specific amount to be discussed at future trustee meetings.

#### **Summary**

Overall, a solid year, with income covering costs.

Fees from members does not cover the costs, so fundraising is very important, especially if we want invest more in the service.

It's clear that the group will be more sustainable, the more paying members we have.

**HEADWAY SALFORD & DISTRICT LIMITED**  
(A company limited by guarantee)

**TRUSTEES REPORT AND FINANCIAL STATEMENTS**

**31 MARCH 2024**

**Company registered number:05595374**

**Charity registered number:1120377**

**ACCOUNTS & TAX ADVICE LIMITED**  
**ACCOUNTANTS & BUSINESS CONSULTANTS**  
**MANCHESTER**

COMPANY INFORMATION

TRUSTEES REPORT AND FINANCIAL STATEMENTS

31 MARCH 2024

**Trustees**

Headway Salford - the brain injury association Board of Trustees appointed 10/10/2020

Natasha Wilde (Chair)  
Daniel Bamber (Treasurer)  
Geraint Herbert (Company secretary)  
Ryan Price  
Catherine Davies  
Matthew Brown

**Company number** 05595374

**Charity registration number** 1120377

**Registered office** Office 4  
Harewood House  
2-6 Rochdale Road  
Middleton  
Manchester  
M24 6DP

**Bankers** Nat West  
The Bull Ring  
Northwich  
CW9 5BN

## TRUSTEES REPORT AND FINANCIAL STATEMENTS

### **Structure governance and management of the charity.**

Headway Salford & District Limited was incorporated on 18 October 2005 as a company limited by guarantee.

The charity is governed by a Memorandum and Articles which gives the trustees the power to manage the charity. In 2004 Headway Salford applied to become an affiliated group of Headway - the brain injury association thus committing to work within its rules of affiliation. In 2007 the charity was registered with the Charity Commission.

In May 2018 the trustees of Headway Salford & District Limited asked Headway - the brain injury association to intervene in order to protect the short and long term future of the charity. In accordance with the Headway rules of affiliation, new trustees were appointed to the board of Headway Salford & District. The trustees appointed are the board of Headway - the brain injury association who have considerable experience at running local Headway groups over many years.

### **Objectives**

The objectives for which the company was established are:

- a) The relief of people who have suffered traumatic head injury, in particular by the provision of information, counselling and support to such persons and to those who care for them; and
- b) To protect and preserve the good health of people who, by reason of their relationship to a person who has suffered head injury or brain damage are experiencing stress.

# HEADWAY SALFORD & DISTRICT LIMITED

## Consolidated statement of financial activities for the year ended 31 March 2024

	2024	2023
	£	£
<b>Incoming resources</b>		
Activities to further the charities objects:		
Grants	17,559	12,000
Local authority contracts	23,346	28,173
Donations for training	14,928	10,140
	<hr/>	<hr/>
<b>Total Incoming resources</b>	55,833	50,313
<b>Outgoing Resources</b>		
Expenditure to further the charities objects:		
Administration of the charity	48,667	40,516
	<hr/>	<hr/>
<b>Net movement in funds</b>	7,166	9,797
<b>Fund balances brought forward</b>	94,111	84,314
	<hr/>	<hr/>
<b>Fund balances carried forward</b>	101,277	94,111
	<hr/> <hr/>	<hr/> <hr/>

All of the above amounts relate to continuing activities.

There have been no recognised gains or losses, other than the results for the financial year, and all profits or losses have been accounted for on an historical basis.

## BALANCE SHEET

## TRUSTEES REPORT AND FINANCIAL STATEMENTS

	Note	2024		2023	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible assets			-		-
<b>Current assets</b>					
Debtors		-	-	-	-
Cash at bank and in hand		101,847		94,681	
		101,847		94,681	
<b>Creditors:</b> amounts falling due within one year		(570)		(570)	
<b>Net current assets</b>		101,277		94,111	
<b>Total assets less current liabilities</b>		101,277		94,111	
<b>Creditors:</b> amounts falling due after one year		-		-	
		101,277		94,111	
Funds		101,277		94,111	
<b>Total funds</b>		101,277		94,111	

The company is entitled to exemption from audit under Section 477 (2) of the Companies Act 2006 for the year ended 31 March 2024.

## Trustees responsibilities:

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 ; and

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime and the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board on 7 October 2024

## On behalf of the Board

**Daniel Bamber**  
Chair



NOTES ON FINANCIAL STATEMENTS

TRUSTEES REPORT AND FINANCIAL STATEMENTS

**1 Accounting policies**

**1.1 Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities ( effective April 2008 ), the Statement of Recommended Practice 'Accounting and Reporting by Charities', issued in March 2005 and Companies Act 2006.

**1.2 Company status**

The charity is a company limited by guarantee. The members of the company are the trustees named under the company information section. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member.

**1.3 Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under appropriate headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of the resources.

**1.4 Taxation**

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

# HEADWAY SALFORD & DISTRICT LIMITED

## Income & Expenditure Account for the year ended 31 March 2024

	<b>2024</b>		<b>2023</b>	
	£	£	£	£
<b>Income</b>		55,833		50,313
<b>Outgoing resources</b>				
Payroll costs	28,571		22,517	
Rent	2,300		2,875	
Website costs	685		2,565	
Telephone	120		147	
Marketing	8,781		6,795	
Client activities	6,724		1,707	
Office costs	303		61	
Sundry	-		302	
Travel expenses	395		2,293	
Accountancy	788		1,255	
		48,667		40,517
<b>Net movement for the year</b>		7,166		9,796