

Headway Wearside

(a company limited by guarantee)

Company Registration no 07504702

Charity Registration no 1140910

Financial Statements

For the period ended

31 January 2022

Headway Wearside
St Mary and St Peters Community Project
Springwell Road
Sunderland
SR3 4DY

Legal and Administrative Information

Name: Headway Wearside

Company No: 07504702

Charity No: 1140910

Directors/Trustees:

Paul M Brown – Chair Person
Jemma Morland – Treasurer
Clair Blackbourne – Secretary

Andrew Patterson – Regional Manager at JS Parker
Andrew Elkington – Carer
Anthony Lambelle – Brain Injury Survivor
Neil Kemp – Brain Injury Survivor
James Dowell – Brain Injury Survivor
Gloria Finnigan – Carer

Ian Brown – Finance Co Ordinator

Registered Address: St Mary and St Peters Community Project
Springwell Road
Sunderland
SR3 4DY

Bankers: Lloyds TSB
Grey Street Branch
PO Box 1000
BX1 1XT

Structure: Headway Wearside is a Company limited by guarantee registered on 25th January 2011 and a registered Charity from 29th March 2011.

Independent Examiner: R J Whitelaw CA
12 West Meadows Road
Sunderland
SR6 7TX

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Director's/Trustees Report

Objectives and Activities

Headway Wearside is established to promote understanding of all aspects of Acquired Brain Injury (ABI) and to provide information, support and services to survivors of brain injury, their families and carers.

As an organisation Headway Wearside strives:

- To increase awareness of brain injury and its consequences
- To initiate activities and campaigns which will reduce the incidence of brain injury
- To provide information and support for people with acquired brain injuries, their relatives and carers and concerned professional people
- To promote improved approaches to brain injury screening, acute care, assessment, rehabilitation and social re-integration
- To assist people with acquired brain injuries to return to community living, including access to appropriate accommodation, social outlets, and productive activity

Achievements and performance

Headway Wearside is run by a Volunteer Management Committee that is service user led. We hold bi monthly management meetings to ensure legal and charitable responsibilities are met. We are affiliated to Headway UK and follow Headway UK Standards. This includes organisations purpose, management of the project, involving service users, working together, equal opportunities and fairness, reviewing the project and financial management.

Activity Time

Once again, this year has had the activity programme interrupted with further lockdowns due to covid, restrictions on the number of attendees per session and the venues from which we could deliver our outreach sessions.

We have therefore delivered services in two halves, the remote and distance support and the face to face small group time.

We have been successful in delivering programs of Covid support with our members and within the community.

Chance project. -live life well funded by Sunderland City Council Covid Project

A six month project delivering a range of wellbeing information and guidance as well as covid messages, Sessions included a seated exercise programme, to music chosen by members, Seated dance routines were developed to help with memory, core strength, balance, but also social re integration back into society after shielding for long periods of time .

Outcomes

Information

Shared information about Covid with over 2000 people from the community and members
Distributed 900+ leaflets about Covid messages and how to take a Lateral flow test [in pictures]

Shown 42 adults with an acquired brain injury how to take a lateral flow test

Held 26 sessions of wellbeing activity sessions

Enabled 6 people to experience a wellbeing massage to help them to relax and become less anxious

Distributed home self care/aromatherapy packages to members

Provided resources to combat loneliness at home with wellbeing crystals, memory jars and wellbeing checklist

Lunch Club at Mickeys Place

Each week members attended a lunch club at Mickeys place a local service ran by volunteers in Washington . A two course lunch was served every week [when in attendance] these were followed by activity sessions such as arts and crafts, Christmas sugar craft, smells and stuff [wellbeing] aromatherapy

Get out Get active was funded via Sunderland Foundation of Light, a six month project.

We delivered sport sessions in Washington ran by Smile thru sports, including Boccia, Golf, Kurling, Parachute, Basket Ball, Athletics for ten weeks.
Then two months of Seated Exercise sessions .

Thee club –

Support for Members

We have continued to deliver the ring a round support service to members that have not began to attend activities since the lifting of Covid restrictions. We have found an increase in the number of people wanting to stay home leading to an increase in social isolation.

Financial Review

Headway Wearside has secured additional funding towards the salary of a Business and Community Development Worker for 2019 - 2021 from the Health Trust for a 17 month programme The aim of which will be to continue to build the membership, increase volunteer opportunities, continue to develop activities and support the Committee in securing additional funding.

Headway Wearside secured funding for another year for the Headway CABIS role within the Community Acquired Brain Injury Service [CABIS] Sunderland. Funding for the post comes from the Sunderland Clinical Commissioning Group via Cumbria Northumberland Tyne and Wear Trust who are the lead agent. This role is primarily based at Monk Wearmouth Hospital and involves supporting adults with an acquired brain injury and their families.

This Service now interlocks with our core development services.

Funders

Headway Wearside would like to thank Sunderland Clinical commissioning group for its financial assistance and their support during 2020/21 Funding has also been received from a number of sources for specific activities and projects for service users and their families.

Risk Management

The Directors have examined the major risks, which the company faces in relation to external factors, governance and management, internal operations and business. An Assessing Risk Contingency Planning document has been developed and is included in their Business Plan.

They have considered the likelihood and the impact of risks and have reviewed what systems should be in place to control and reduce those risks. The systems are being designed to provide reasonable, but not absolute, assurance against material loss or misstatement of loss.

Reserves Policy

It is the policy of the company to try to build up unrestricted funds, which are free reserves of the company, to a level that equates to approximately 3 months unrestricted expenditure. This will provide sufficient funds to cover management and administration support costs and any emergencies that may arise from time to time.

The Directors/Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the company and which enable them to comply with applicable law. The Directors/Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Plans for the Future

Headway Wearside shall continue to relieve persons who are resident in Wearside who have suffered a brain injury, their families, carers and other related professionals by the provision of information, service and facilities and advance the education of the public in all aspects relating to brain injury and its prevention.

The Directors/Trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by the range of activities as described above.

Directors'/Trustees' Responsibilities:


For the year ending 31st January 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors/trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the members and signed on their behalf:

Name:.....Jemma Morland ...Signature:..... 

Name:.....Signature:.....

Date 14/6/22

Independent Examiners Report

Report to the trustees/members of Headway Wearside on Accounts for the year ended 31st January 2022.

Respective responsibilities of the Trustees and Examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an Independent Examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which agree with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name R J Whitelaw C A

Signed Robert Whitelaw

Date 30 May 2022

Headway Wearside
(a company limited by guarantee)

		2021-2022			2020-2021
	Note	Unrestricted	Restricted	Total	Total
Incoming Resources					
Incoming resources from generated funds					
Voluntary income		0	0	0	0
Activities for generating funds	4	10,302	62,133	72,435	74,864
Investment income	3	0	0	0	0
Incoming resources from charitable activities		0	0	0	0
Total incoming resources		10,302	62,133	72,435	74,864
Resources Expended					
Cost of generating funds		0	0	0	0
Cost of generating voluntary income		0	0	0	0
Fundraising Trading Costs		0	0	0	0
Investment Management Costs		0	0	0	0
Charitable activities	4	1,014	61,212	62,226	49,112
Governance Costs		0	0	0	0
Total resources expended		1,014	61,212	62,226	49,112
Net incoming/outgoing resources		9,288	921	10,209	25,752
Total funds brought forward		10,313	35,551	45,864	20,113
Total funds carried forward		19,601	36,472	56,073	45,864

Statement of Financial Activities 2021-22

Balance sheet as at 31st January 2022

		2021-2022			2020-2021
	Note	Unrestricted	Restricted	Total	Total
Fixed Assets					
Debtors	5	0	0	0	0
Cash at bank and in hand		19,601	36,472	56,073	45,864
Total Current Assets		19,601	36,472	56,073	45,864
Creditors falling due within one year	6	0	0	0	0
Net Current Assets		19,601	36,472	56,073	45,864
Total assets less current liabilities		19,601	36,472	56,073	45,864
Net Assets		19,601	36,472	56,073	45,864
Funds of the charity					
Unrestricted funds		19,601		19,601	10,313
Restricted income funds			36,472	36,472	35,551
Total Funds		19,601	36,472	56,073	45,864

For the year ending 31 January 2022 the company was entitled to exemption from audit under section 477 of the companies act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the members and signed on their behalf

Name

Signature

Notes to the Financial Statements **For the year ended 31 January 2022**

1 Accounting Policies

Basis of Preparation

These Financial Statements have been prepared on the basis of historic cost in accordance with:

- Part 2 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 (c.27);
- The Financial Reporting Standard for Small Entities (effective from January 2007) of the Companies Act 2006;
- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- Accounting Standards; and with the Charities Act 2011

The Directors/Trustees have taken advantage of the exemption in financial reporting standard no 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Resources Expended and Liabilities

Resources expended have been analysed using a natural classification.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources

Governance costs include the cost of trustee travel expenses and telephone calls and any costs relating to the governance of the charity.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

2 Funds

The Charity has 2 funds, an unrestricted general fund and a restricted fund used for purchasing items of a specific nature funded by one funder: hence all movements on each fund are disclosed.

There are no designated funds at this time.

Restricted Funds	Bal. BF	Income	Expenditure	Balance
DIAG Chance / extended	0	9,215	9,006	209
WDTC salary	775	0	775	0
CABIS	10,548	26,546	24,615	12,479
Winter Covid Christmas & 2021	69	1,500	754	815
Police	0	10,000	3,259	6,741
Wash Big	2,064	0	2,064	0
Co op	3,001	0	3,001	0
THEE Club	0	2,000	1,536	464
Peoples Health Trust	561	8,692	9,253	0
Goga	0	4,180	2,665	1,515
NHS CCG 2020 - 21	18,533	0	4,284	14,249
	35,551	62,133	61,212	36,472

3 Investment Income

There is no investment income at this time

4 Income & Expenditure 2020-21			2022 Total	2021 Total
Income	Unrestricted	Restricted		
Tesco Groundwork		0	0	500
WDTC Salary		0	0	1,000
CABIS		26,546	26,546	26,544
Winter Covid		0	0	850
Donations -General	10,302		10,302	5,923
NHS CCG 20 - 21		0	0	21,604
Covid Sunderland Council		0	0	2,000
Co-op		0	0	3,402
Community Fund		0	0	0
Peoples Health Trust		8,692	8,692	13,040
DIAG Chance / extended		9,215	9,215	0
Wash Big		0	0	0
Police		10,000	10,000	0
Goga		4,180	4,180	0
THEE Club		2,000	2,000	0
Winter Covid 2021		1,500	1,500	0
Total Income	10,302	62,133	72,435	74,864
Expenditure				
Tesco Groundwork		0	0	500
WDTC Salary		775	775	225
CABIS		24,615	24,615	22,231
Winter Covid [christmas]		69	69	781
Covid Sunderland Council		0	0	2,000

Headway Wearside
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Peoples Heath Trust		9,253	9,253	12,479
NHS CCG 18 - 20		0	0	2,379
Community Fund		0	0	1,043
DIAG Chance /extended		9,006	9,006	0
Police		3,258	3,258	0
Goga		2,665	2,665	0
THEE Club		1,536	1,536	0
Winter Covid 2021		685	685	0
Washington Big Group - Area funding		2,064	2,064	2,494
Co-op		3,002	3,002	401
NHS CCG 20 - 21		4,284	4,284	3,070
Operational/Business/Community	1,014		1,014	1,509
Independent Examination of accounts	0	0	0	0
Total Expenditure	1,014	61,212	62,226	49,112
Income Less Expenditure	9,288	921	10,209	25,752
Balance Brought Forward	10,313	35,551	45,864	20,113
Balance Carried forward	19,601	36,472	56,073	45,864

5 Debtors

There are no debtors

6 Creditors: due within 1 year

Independent Examination fee of £0.00

Approved by the members and signed on their behalf:



Jemma Morland

Name Signature

Name Signature

Headway Wearside
(a company limited by guarantee)

Company Registration no 07504702

Charity Registration no 1140910

Financial Statements

For the period ended

31 January 2022

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Objectives and Activities

Headway Wearside is established to promote understanding of all aspects of Acquired Brain Injury (ABI) and to provide information, support and services to survivors of brain injury, their families and carers.

As an organisation Headway Wearside strives:

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Distributed 900+ leaflets about Covid messages and how to take a Lateral flow test [in pictures]

Shown 42 adults with an acquired brain injury how to take a lateral flow test

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The Directors/Trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by the range of activities as described above.

Directors'/Trustees' Responsibilities:

For the year ending 31st January 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors/trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the members and signed on their behalf:

Name:.....Jemma Morland ...Signature:..... 

Name:.....Signature:.....

Date 14/6/22

Independent Examiners Report

Report to the trustees/members of Headway Wearside on Accounts for the year ended 31st January 2022.

Respective responsibilities of the Trustees and Examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an Independent Examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which agree with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name R J Whitelaw C A

Signed Robert Whitelaw

Date 30 May 2022

Headway Wearside
(a company limited by guarantee)

		2021-2022			2020-2021
	Note	Unrestricted	Restricted	Total	Total
Incoming Resources					
Incoming resources from generated funds					
Voluntary income		0	0	0	0
Activities for generating funds	4	10,302	62,133	72,435	74,864
Investment income	3	0	0	0	0
Incoming resources from charitable activities		0	0	0	0
Total incoming resources		10,302	62,133	72,435	74,864
Resources Expended					
Cost of generating funds		0	0	0	0
Cost of generating voluntary income		0	0	0	0
Fundraising Trading Costs		0	0	0	0
Investment Management Costs		0	0	0	0
Charitable activities	4	1,014	61,212	62,226	49,112
Governance Costs		0	0	0	0
Total resources expended		1,014	61,212	62,226	49,112
Net incoming/outgoing resources		9,288	921	10,209	25,752
Total funds brought forward		10,313	35,551	45,864	20,113
Total funds carried forward		19,601	36,472	56,073	45,864

Statement of Financial Activities 2021-22

Balance sheet as at 31st January 2022

		2021-2022			2020-2021
	Note	Unrestricted	Restricted	Total	Total
Fixed Assets					
Debtors	5	0	0	0	0
Cash at bank and in hand		19,601	36,472	56,073	45,864
Total Current Assets		19,601	36,472	56,073	45,864
Creditors falling due within one year	6	0	0	0	0
Net Current Assets		19,601	36,472	56,073	45,864
Total assets less current liabilities		19,601	36,472	56,073	45,864
Net Assets		19,601	36,472	56,073	45,864
Funds of the charity					
Unrestricted funds		19,601		19,601	10,313
Restricted income funds			36,472	36,472	35,551
Total Funds		19,601	36,472	56,073	45,864

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the members and signed on their behalf

Name

Signature

Notes to the Financial Statements **For the year ended 31 January 2022**

1 Accounting Policies

Basis of Preparation

These Financial Statements have been prepared on the basis of historic cost in accordance with:

- Part 2 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 (c.27);
- The Financial Reporting Standard for Small Entities (effective from January 2007) of the Companies Act 2006;
- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- Accounting Standards; and with the Charities Act 2011

The Directors/Trustees have taken advantage of the exemption in financial reporting standard no 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Resources Expended and Liabilities

Resources expended have been analysed using a natural classification.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources

Governance costs include the cost of trustee travel expenses and telephone calls and any costs relating to the governance of the charity.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

2 Funds

The Charity has 2 funds, an unrestricted general fund and a restricted fund used for purchasing items of a specific nature funded by one funder: hence all movements on each fund are disclosed.

There are no designated funds at this time.

Restricted Funds	Bal. BF	Income	Expenditure	Balance
DIAG Chance / extended	0	9,215	9,006	209
WDTC salary	775	0	775	0
CABIS	10,548	26,546	24,615	12,479
Winter Covid Christmas & 2021	69	1,500	754	815
Police	0	10,000	3,259	6,741
Wash Big	2,064	0	2,064	0
Co op	3,001	0	3,001	0
THEE Club	0	2,000	1,536	464
Peoples Health Trust	561	8,692	9,253	0
Goga	0	4,180	2,665	1,515
NHS CCG 2020 - 21	18,533	0	4,284	14,249
	35,551	62,133	61,212	36,472

3 Investment Income

There is no investment income at this time

4 Income & Expenditure 2020-21			2022 Total	2021 Total
Income	Unrestricted	Restricted		
Tesco Groundwork		0	0	500
WDTC Salary		0	0	1,000
CABIS		26,546	26,546	26,544
Winter Covid		0	0	850
Donations -General	10,302		10,302	5,923
NHS CCG 20 - 21		0	0	21,604
Covid Sunderland Council		0	0	2,000
Co-op		0	0	3,402
Community Fund		0	0	0
Peoples Health Trust		8,692	8,692	13,040
DIAG Chance / extended		9,215	9,215	0
Wash Big		0	0	0
Police		10,000	10,000	0
Goga		4,180	4,180	0
THEE Club		2,000	2,000	0
Winter Covid 2021		1,500	1,500	0
Total Income	10,302	62,133	72,435	74,864
Expenditure				
Tesco Groundwork		0	0	500
WDTC Salary		775	775	225
CABIS		24,615	24,615	22,231
Winter Covid [christmas]		69	69	781
Covid Sunderland Council		0	0	2,000

Headway Wearside
(a company limited by guarantee)

Peoples Heath Trust		9,253	9,253	12,479
NHS CCG 18 - 20		0	0	2,379
Community Fund		0	0	1,043
DIAG Chance /extended		9,006	9,006	0
Police		3,258	3,258	0
Goga		2,665	2,665	0
THEE Club		1,536	1,536	0
Winter Covid 2021		685	685	0
Washington Big Group - Area funding		2,064	2,064	2,494
Co-op		3,002	3,002	401
NHS CCG 20 - 21		4,284	4,284	3,070
Operational/Business/Community	1,014		1,014	1,509
Independent Examination of accounts	0	0	0	0
Total Expenditure	1,014	61,212	62,226	49,112
Income Less Expenditure	9,288	921	10,209	25,752
Balance Brought Forward	10,313	35,551	45,864	20,113
Balance Carried forward	19,601	36,472	56,073	45,864

5 Debtors

There are no debtors

6 Creditors: due within 1 year

Independent Examination fee of £0.00

Approved by the members and signed on their behalf:



Jemma Morland
Name Signature

Name Signature