

# **BRAINBOX**

**Trustees Report and Financial Statements  
For The Year Ended 31 March 2022**

**Charity No. 1141250**

## **Legal and Administrative Information**

**Name:** BRAINBOX

**Reg'd Charity No:** 1141250

**Trustees:** John McConville (Chair)  
Lynn Jones (Secretary)  
Graham Light  
Jonnie Clarke (Treasurer)

**Address:** Sandyletch  
Longhorsely  
Morpeth  
NE65 8QN

**Bankers:** Barclays Bank

**Independent  
Examiner:** David Belk F.C.I.S.  
4 Harton Lane  
South Shields  
NE34 0EF

## Trustees' Annual Report For the year ended 31 March 2022

### Structure

The charity registered as a charity on 8th April 2011

Trustees for the financial year are listed on the previous page.

Trustees are recruited by invitation, from local voluntary agency advertisements and from within our membership and are a mix of professional, volunteers and beneficiaries. We are keen to increase the number of beneficiary and volunteer Trustees.

None of the trustees has any beneficial interest in the charity and has no business interests linked to the charity, one Trustee made a loan to the charity during the year. All trustees are members of the charity.

### Governance and Management

The trustees all hold individual roles, including chair, treasurer and secretary and attend relevant training courses.

Trustee discussions include the service's future plans and direction and overseeing all aspects of the running of the charity.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that the systems are in place to mitigate exposure to the assessed risks.

All trustees and staff have DBS disclosures and the charity has full liability cover.

### Financial Review and Reserves Policy

The organisation regularly reviews its financial position and systems. The financial year showed an underspend on funds. The charity is confident in robust monitoring of its future financial and administrative business.

### Achievements and performance of the charity

The Berwick Drop Ins doubled from monthly to fortnightly and offered a new and varied programme of activities, workshops and outings, reaching significantly increased numbers of beneficiaries.

Despite staff furloughing we were able to continue to support existing and new beneficiaries across the north east region.

We organised our first Gala Ball which was a huge success in terms of both fundraising and raising Regional activities resumed including a successful concert by the RRF Military Band, trips away for families, Great North Run participants and our Easter Egg and Christmas Chocolate Drop.

We began planning for our collaborative project, Clearer Futures with Headway Northumberland which involved producing an extensive Mapping Exercise, a Capacity to Deliver Report and Case Studies.

Signed:  on behalf of Trustees

Lynn Jones (Secretary)

Date 26.01.23

## INDEPENDENT EXAMINER'S REPORT

Report to the trustees of **BRAINBOX**

On accounts for the year ended **31st MARCH 2022**

Charity no **1141250**

Set out on pages **4 to 6**.

Respective responsibilities of

trustees and examiner The trustees of the organisation are responsible for the preparation of accounts; they consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

It is my responsibility to

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

Basis of My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records independent 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, examiner's 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 statement audit, and consequently I do not express an audit opinion on the accounts.

Independent In the course of my examination, no matter has come to my attention examiner's

statement 1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 41 of the Act);
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

*David Bell*

Date: 24th January 2023

Name: David Belk F.C.I.S.  
Address: 4 Harton Lane  
South Shields  
NE34 0EF



# BRAINBOX

## Statement of Financial Activities for the year ended 31 March 2022

		Unrestricted Funds 2022	Restricted Funds 2022	Total Funds 2022	Total Funds 2021
Receipts				£	£
Grants	4	10000	39000	49000	76669
Donations		2200	0	2200	1200
Loan		18000	0	18000	0
Just Giving		457	0	457	240
Member Fees		15	0	15	80
Fundraising		9363	0	9363	752
Job Retention Scheme		0	7292	7292	9688
<b>Total Receipts</b>		<b>40034</b>	<b>46292</b>	<b>86326</b>	<b>88629</b>
Payments					
Salaries		18435	62109	80544	35175
Staff expenses		1831	3911	5742	2669
Travel Costs		0	3459	3459	3459
Activity Costs		0	2506	2506	537
Office Expenses		0	399	399	1056
Equipment		0	0	0	3534
Telephone		0	966	966	914
Volunteer Expenses		0	2422	2422	709
Insurance		0	0	0	332
Accounts		342	0	342	251
Fundraising Costs		8730	0	8730	744
Office build		0	0	0	6994
Rent		0	180	180	0
Sundries		368	0	368	833
<b>Total Payments</b>		<b>29706</b>	<b>75953</b>	<b>105659</b>	<b>57207</b>
Surplus / (deficit) for the year		10328	-29661	-19333	31420
Funds at 1 April 2021		8700	32856	41556	10135
<b>Funds at 31 March 2022</b>		<b>19028</b>	<b>3195</b>	<b>22223</b>	<b>41555</b>

**Brainbox****Balance Sheet as at 31 March 2022**


	2022 £	2021 £
<b>Fixed Assets</b>	0	0
<b>Current Assets</b>		
Cash at Bank & in Hand	22223	41555
<b>Total Cash Balances</b>	22223	41555
<b>Net Assets at 31 March 2022</b>	22223	41555
<b>Represented By:</b>		
Restricted Funds	3195	32856
Unrestricted Funds	16028	5699
Designated Funds	3000	3000
<b>Total funds at 31st March 2022</b>	22223	41555

**Two Trustees to sign:**

Signed .....  ..... Position ..... *Secretary* .....

Print Name..... *LYNN JONES* .....

Date ..... *26.01.23* .....

Signed .....  ..... Position ..... *CHAIRMAN* .....

Print Name..... *27.01.23* .....

Date ..... *JOHN MCGNUICE* .....

## Notes to the accounts, 2022

**1. Basis of accounts**

These accounts have been prepared on a receipts and payments basis in accordance with applicable accounting standards and follow the recommendations in the Statement of Recommended Practice: Accounting by Charities (revised 2005).

**2. Trustees and Staff**

No Trustees were remunerated or received expenses payments.

Total Salary Costs	<b>80544</b>
--------------------	--------------

Average no of staff was	<b>3</b>
-------------------------	----------

**3. Costs of financial services**

The cost for the Independent Examination for the financial period will be £150

**4. Grants**

Grants received through the year:

RW Mann	500
Greggs Foundation	15000
Baily Thomas	18500
St Hilda's Trust	2000
Stewarts Foundation	3000
Masons	10000
<b>Total Grants Received</b>	<b>49000</b>

**5. Funds Analysis**

<b>Restricted Funds</b>	<b>01 April 2021</b>	<b>Income</b>	<b>Expend</b>
Greggs Foundation	0	15000	15000
Lough Fund	4000	0	2895
Awards For All	2471	0	2471
St Hilda's Trust	0	2000	0
Sir James Knott	3823	0	3823
RW Mann	0	500	500
Masons	0	10000	8225
Baily Thomas	0	18500	18500
Stewarts Foundation	0	3000	3000
The National Lottery	22562	0	22562
<b>Total</b>	<b>32856</b>	<b>49000</b>	<b>76976</b>



31 March 2022

0  
1105  
0  
2000  
0  
0  
1775  
0  
0  
0

---

**4880**

---