

Charity Registration No. 1141827 (England and Wales)

Charity Registration No. SC041763 (Scotland)

Company Registration No. 06052737 (England and Wales)

**MEGAN BAKER HOUSE LTD**

**ANNUAL REPORT AND UNAUDITED  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

**PAGES FOR FILING WITH REGISTRAR**

# MEGAN BAKER HOUSE LTD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Dr R C J Wileman Mr T Oakley Dr D G Gleaves Ms J A Mears Mrs L Auger-Small Mr C Brooks
<b>Charity number (England and Wales)</b>	1141827
<b>Charity number (Scotland)</b>	SC041763
<b>Company number</b>	06052737
<b>Principal address</b>	Megan Baker House Orchard Lane Ledbury Herefordshire United Kingdom HR8 1BY
<b>Registered office</b>	Megan Baker House Orchard Lane Ledbury Herefordshire United Kingdom HR8 1BY
<b>Independent examiner</b>	Hawkins Priday Ltd 5 Bridge Street Hereford HR4 9DF
<b>Senior Management Team</b>	Mrs A Gough (Development Director) Mr J Gough (Chief Executive Officer)

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# MEGAN BAKER HOUSE LTD

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# MEGAN BAKER HOUSE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2024

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The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "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 2019).

### Objectives and activities

Our charity's purpose, as set out in the objects contained in the company memorandum of association are:  
To advance the education and relieve suffering of children and adults with motor disorders and provide information, advice, training and guidance to their families, carers and other stakeholders in their wellbeing in particular by means of conductive education.

The charity is a centre for movement disorders and aims to help clients overcome a wide range of neurological conditions and enhance their independence, using techniques based on conductive education. Conductive education sees motor disorders as a problem of learning, oppose to a medical condition needing treatment. It was initially developed for the needs of children with cerebral palsy, but it is appropriate for any condition where the central nervous system affects the ability to coordinate and control movements. In childhood this includes cerebral palsy, developmental coordination disorder (DCD aka dyspraxia) and adults suffering from multiple sclerosis, stroke or Parkinson's disease. It can also be used to help those with acquired brain injury, in all age groups.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The fiscal year 2023 (FY23) has been a period of resilience, growth and innovation for Megan Baker House Ltd (MBH). As an organisation dedicated to supporting individuals with neurological conditions, we have remained steadfast in our mission to provide high-quality services through our conductive education programmes, community outreach and continued partnership development. This report highlights our key achievements, financial performance and outlook, reflecting our commitment to delivering long-term impact.

### Executive summary

MBH has continued to expand and innovate in FY23, overcoming challenges brought on by economic uncertainty and increasing demand for our services. Although income reduced by 6%, we have successfully reached more clients, improved our service offerings and maintained a solid financial standing. Key highlights from this year include:

A 56% increase in the number of individuals served through our programmes.

Increased efficiency resulting in a sector leading cost per client of less than £2,500.

The introduction of new digital tools to enhance our services (including satellite broadband).

Expansion of strategic partnerships with healthcare providers, schools and community organisations.

Despite the challenges, we have maintained our commitment to quality and have laid the groundwork for future growth in both service delivery and operational capacity.

# MEGAN BAKER HOUSE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

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### **Our services and impact**

Our services are designed for individual clients and aim to help them on their journeys to independence. CE sessions are delivered weekly, at intensive block courses, home visits and digitally. MBH continues to offer weekly specialised programmes aimed at improving the lives of individuals with motor disorders and other neurological conditions. Our weekly services were delivered at MBH HQ and, through project REACHOUT, nine additional venues located in four different counties.

In total, the number of direct beneficiaries was 201, a 56% increase from the previous year.

Another major success was the start of training services for school staff. The Conductive Assistant course was delivered by MBH Head of Client Services, for which the school paid the charity's full costs.

In addition, we help family members, schools and students from other professions, resulting in approximately 400 people benefitting from our expertise.

Our impact is constantly measured and includes detailed feedback from beneficiaries. As an example, the intensive block courses held during the school summer holiday period, which attracted record numbers of children, showed:

100% of parents reported improvements in their child's independence;

100% of parents reported improvements in their child's self-esteem;

83% of parents reported improvements in their child's social skills; and

84% of parents reported improvements in their child's speech & communication.

### **Program expansion**

We have expanded into digital services to offer both children and adults CE sessions within the comfort of their own home. This enabled them to meet other users within their own environment but also enter into another client's environment too. This service was particularly valuable for children who needed our interventions but were unable to take time out of school. For adults, it offered the opportunity to get the help they needed if they could not reach an MBH venue for reasons such as unable to drive, their condition prevented them from traveling or it allowed them to increase the frequency of their sessions as some attended bi-weekly sessions in person but also accessed MBH in the alternate weeks.

# MEGAN BAKER HOUSE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### Achievements and performance

#### Client success stories

Our impact is best illustrated through the lives of the individuals we serve. Our clients reported improvements in the physical mobility, independence, mental health and overall quality of life after participating in our programmes. The following story highlights one of our many success stories:

"X was diagnosed with emerging Cerebral Palsy and when he started attending weekly sessions at Megan Baker House in Ledbury, he was approaching his second birthday. He could sit well but was non-mobile. He didn't pivot; he didn't "army crawl". In fact, he barely tolerated a 4-point kneeling position for more than a few seconds.

After a few sessions he was crawling short distances and within half a year, he was taking his first steps. Now, less than a year after starting weekly sessions with MBH, he is a full-time, somewhat wobbly walker.

In short, Sue and her team have worked miracles. They have a true passion for helping children achieve their potential and look beyond the diagnoses and medical predictions to the child underneath.

With MBH, I was particularly impressed with how they worked with my particularly stubborn boy, during those initial sessions.

As the weeks passed you could see him becoming more confident in the room, more willing to try new exercises. And this new confidence was reflected in what he would try at home too. I really appreciated how they worked with him to ensure he was ready to move into a group rather than rushing him into one.

From a personal perspective, I've treasured the time spent at MBH too. His birth, his difficulties since and the future unknowns, have taken a toll. Sue's positivity and optimism about X has helped me so much, as has being able to see the CE staff completing exercises that I can copy at home. I cannot thank Megan Baker House enough for what it has done for us".

#### Community Engagement

Engaging with the broader community remains a cornerstone of our work. Throughout FY23, we worked with key stakeholders from the Health and Education Sectors for the benefit of our clients and the wider community. We hosted multiple workshops and awareness campaigns aimed at educating the public about neurological conditions and the benefits of early therapeutic intervention.

MBH supported more clients in accessing additional help in children's and adult's services across the counties in which we operate. Our staff also attended meetings across the academic year for children in and out of education settings and helped parents navigate the application process for Education Health and Care Plans.

We also wrote reports for Continuous Care Plans and Team Around the Child group meetings - for children under the age of three years that needed extra support.

As a result of our increased activity in community engagement, MBH experienced an increased demand for our professional input:-

MBH attended nursery and school settings to observe the child and offered advice to Special Educational Needs Coordinators and teachers.

MBH provided workshops on a diverse range of topics including entitled benefits or new research concerning their condition.

Our increased engagement with the community has resulted in:

G.P's recognising the efficacy of our services and referring patients ad-hoc.

Condition nurses referred their clients to our service.

Education settings referred parents to our service.

# MEGAN BAKER HOUSE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

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### **Financial review**

Megan Baker House Ltd demonstrated strong financial health in FY23 although securing income was a challenge, as always. Our revenue came from a combination of grants, charitable donations, service fees and corporate sponsorships. Prudent financial management and a strong work ethic among MBH staff enabled us to increase efficiency, demonstrated by the fall in our cost per client figure to less than £2,500, the lowest in the UK CE sector. This allowed us to allocate more resources toward enhancing our service delivery and expanding our reach to service more clients in need of help.

The total income achieved in the year was £389,829, which was £21,684 (or 5.3%) less than the previous year, and this year's expenditure was £417,025, an increase of £16,865 (or 4.2%) on the previous year. Overall, the charity incurred a deficit of £(27,196) compared with a surplus of £11,353 in the previous year.

The trustees have reviewed the circumstances of Megan Baker House and consider that adequate resources continue to be available to fund the activities of the Charity for the foreseeable future. There are no material uncertainties about the Charity's ability to continue as a going concern.

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

### **Future plans**

During FY24 the charity will be recruiting additional staff to ensure all venues and clients are adequately resourced and digital services can continue to develop.

### **Reserves policy**

The trustees' agreed policy is to have sufficient reserves to smooth cash flow and deal with any unforeseen costs to the charity. The policy also recognises that it is not appropriate to amass large reserves which could be spent on delivering services to more clients. The target is to maintain reserves equivalent to six months of operational costs. By the end of the financial year, MBH held a little less than 6 months of operational costs. At 31 March 2024, MBH had funds available of £200,746 of which £3,657 were restricted and the remaining unrestricted.

# MEGAN BAKER HOUSE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### Major donors

The charity gratefully acknowledges donations from the following charitable trusts, foundations and businesses:

- Millichope Foundation
- Grace & James Anderson Trust
- National Lotteries Community Fund
- E F Bulmer Trust
- Kildare Trust
- Sir Jules Thorn Trust
- Barnwood Trust
- Laslett's Charities
- Croft Trust
- Grace Trust
- Roger & Douglas Turner Charitable Trust
- Eveson Charitable Trust
- Worcestershire High Sherrif Fund
- Herefordshire Community Foundation
- Souter Charitable Trust

### Organisational growth and development

In FY23, Megan Baker House Ltd invested in its infrastructure and human capital to build a stronger foundation for growth. We focused on professional development, staff retention and operational improvements to ensure long-term sustainability.

### Staff training

We increased our CE staff to meet the rising demand for our services. Additionally, we introduced regular staff training programmes, ensuring that our team remained up to date with the latest advancements in techniques and client care. The service delivery team is composed of CE Specialists and Conductive Assistants. The former have studied for a 3-year BA degree in CE where they learn to write and deliver complex tasks which build the learning process for clients. To support and help us deliver the complex programmes we employ Conductive Assistants, all currently undertaking training to become graduate CE specialists. MBH Head of Client Services is a qualified Practice Tutor and supported the students throughout their period of studies.

This MBH model of "grow your own" to ensure continuity of suitable staff into the future has been adopted by other CE centres across the UK.

Total CE employees: 9 (FY22 - 8).

Training hours completed: 648 (an average of 72 hours per employee).

### Technology and infrastructure

FY23 saw the implementation of an IT management system to streamline operations and improve communication between staff and clients. Due to the number and locations of MBH venues, staff work remotely but need to share experiences and data daily. Installation of satellite broadband and a new MBH file server application has improved greatly this capacity in our communications. This investment in technology not only improved efficiency but also enhanced the client experience, allowing for easier scheduling, better tracking of progress and more personalised care.



# MEGAN BAKER HOUSE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

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### **Strategic partnerships and collaborations**

Partnerships were key to our success in FY23. MBH collaborated with several healthcare providers, educational institutions and charitable organisations to expand our reach and service delivery.

This collaboration enabled us to provide more comprehensive support for individuals transitioning from hospital-based care to community rehabilitation programmes.

**Educational Institutions:** We partnered with local schools and universities to provide educational workshops and research initiatives focused on neurological disorders and their impact on child development.

**Partnership with NHS Trusts:** This collaboration enabled us to provide more comprehensive support for individuals transitioning from hospital-based care to community rehabilitation programmes.

These partnerships not only enhance our service offerings but also positioned us as one of the leaders in the field of neurological rehabilitation.

### **Challenges and opportunities**

#### **Challenges**

Despite the positive outcomes in FY23, we faced three key challenges:

**Rising costs:** Inflationary pressures increased operational costs, particularly in staffing and utilities, requiring us to tighten our budgets in some areas.

**Funding uncertainty:** The broader economic landscape affected the stability of some funding sources, necessitating a more diversified approach to financial sustainability.

**Recruitment:** The low number of new CE graduates resulted in all UK centres accessing the same small pool of candidates.

#### **Opportunities**

The digital shift in healthcare offers exciting opportunities for us. In FY24, we plan to further expand our remote programmes, leveraging technology to reach more clients across the UK.

The development of our in-house CE graduate training programme will ensure that we recruit and support students whilst they undertake their degrees.

# MEGAN BAKER HOUSE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### Plans for future periods

Megan Baker House is poised for continued growth in FY24. We will focus on:

**Expanding Our Reach:** We aim to increase the number of individuals served by 20%, with a focus on remote and underserved communities.

**Improving Client Outcomes:** By investing in new technologies and staff training, we will continue to enhance the quality of care and outcomes for our clients.

**Sustainability:** We plan to diversify our funding base by exploring new grant opportunities, corporate partnerships and innovative fundraising initiatives.

We will be expanding our facilities on our Ledbury site with an additional building, doubling the floor space available for increased numbers of beneficiaries. "Ledbury 2" will give us more space to enable us to teach both children and adults in a specifically designed area, to cover a life-long learning as we believe that CE can be integrated across all aspects of home/work life. This will improve their physical well-being, motivation and self-belief. All neurological conditions can achieve volition if guided.

We remain committed to our vision of empowering individuals with neurological conditions to live fuller, more independent lives. We are confident that with the continued support of our partners, donors and community, we will achieve even greater success in the coming year.

### Structure, governance and management

#### Governing document

The charity is controlled by its governing document, the memorandum of association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### Trustees

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Dr R C J Wileman  
Mr T Oakley  
Dr D G Gleaves  
Ms J A Mears  
Mrs L Auger-Small  
Mr C Brooks

#### Recruitment and appointment of new Trustees

Trustees are aware that to fully meet their responsibilities not only as Trustees but also employers and to ensure compliance with current legislations, a broad skills remit is required. With this in mind, they are always keen to recruit new Trustees who can add value and skills to the current board.

New Trustees can apply to, or be nominated to join the board by, an existing member or an outside organisation. The appointment is formalised by a resolution of the Trustees and formal acceptance of the Trusteeship by the prospective Trustee. This is documented in the board minutes. Trustees are appointed to the board for a period of three years and then either retire or are re-elected during the Annual General Meeting.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# MEGAN BAKER HOUSE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

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### **Organisational structure**

Megan Baker House has a Board of Trustees comprising currently of six members covering a broad spectrum of professional backgrounds, who receive no payments from the charity. Eleven staff undertake the day to day running of the charity, four of whom are part-time. Megan Baker House also has a large number of volunteers providing additional support to fundraising events.

On 1st April 2023, former operations manager Mr John Gough was appointed chief executive officer (CEO) who is responsible for the provision of services.

The CEO provides budgets and reports each month to monitor income, expenditure and cost of all services provided. Additionally, performance reports are collated relating to service hours, numbers of beneficiaries and their progress.

### **Trustee Meetings and Management Support**

The Board of Trustees met every four to six weeks. Other meetings are convened if required to discuss specific subjects, with recommendations being taken to board meetings for approval.

In addition to the formal meetings, trustees meet with individual staff and groups of staff as and when required to provide advice and guidance. Communication between the Chair and CEO takes place at least weekly.

All trustees like to use their skills for the greatest benefit to the charity and the chairman has allocated each with a specific responsibility.

### **Acknowledgements**

Megan Baker House Ltd would like to extend its heartfelt thanks to our staff, volunteers, donors and partners. Your commitment and generosity have been instrumental in making the last financial year a success. Together, we are making a tangible difference to the lives of those we serve.

The trustees' report was approved by the Board of Trustees.

Dr R C J Wileman  
**Trustee**

2 December 2024

# MEGAN BAKER HOUSE LTD

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF MEGAN BAKER HOUSE LTD

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I report to the trustees on my examination of the financial statements of Megan Baker House Ltd (the charity) for the year ended 31 March 2024.

#### **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 financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 (the 2005 Act), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 (the 2006 Act). You are satisfied that the financial statements of the charity are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the financial statements 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 the charity's financial statements carried out under section 44 (1) (c) of the 2005 Act and section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Since the charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I confirm that I am qualified to undertake the examination because I am a member of ACCA (Association of Chartered Certified Accountants), which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and do not comply with the accounting requirements of 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
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (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 financial statements to be reached.

Mr Kelvin Paul Alexander FCCA  
Hawkins Priday Ltd  
Chartered Certified Accountants  
5 Bridge Street  
Hereford  
HR4 9DF

Dated: 2 December 2024

# MEGAN BAKER HOUSE LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2024**

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
<b>Income and endowments from:</b>							
Donations and legacies	6	275,267	-	275,267	279,812	-	279,812
Charitable activities	3	106,066	-	106,066	99,334	-	99,334
Other trading activities	4	7,204	-	7,204	29,904	-	29,904
Investments	5	1,292	-	1,292	267	-	267
Other income	7	-	-	-	2,196	-	2,196
<b>Total income</b>		<b>389,829</b>	<b>-</b>	<b>389,829</b>	<b>411,513</b>	<b>-</b>	<b>411,513</b>
<b>Expenditure on:</b>							
Raising funds	10	67,010	-	67,010	76,853	-	76,853
Charitable activities	8	348,069	1,946	350,015	318,279	5,028	323,307
<b>Total expenditure</b>		<b>415,079</b>	<b>1,946</b>	<b>417,025</b>	<b>395,132</b>	<b>5,028</b>	<b>400,160</b>
<b>Net income/(expenditure) and movement in funds</b>		<b>(25,250)</b>	<b>(1,946)</b>	<b>(27,196)</b>	<b>16,381</b>	<b>(5,028)</b>	<b>11,353</b>
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2023		222,339	5,603	227,942	205,958	10,631	216,589
<b>Fund balances at 31 March 2024</b>		<b>197,089</b>	<b>3,657</b>	<b>200,746</b>	<b>222,339</b>	<b>5,603</b>	<b>227,942</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# MEGAN BAKER HOUSE LTD

## STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Property, plant and equipment	16		16,866		11,082
<b>Current assets</b>					
Inventories	17	200		200	
Trade and other receivables	18	48,018		32,888	
Cash at bank and in hand		193,333		225,580	
		241,551		258,668	
<b>Current liabilities</b>	19	(57,671)		(41,808)	
<b>Net current assets</b>			183,880		216,860
<b>Total assets less current liabilities</b>			200,746		227,942
<b>Net assets excluding pension liability</b>			200,746		227,942
<b>The funds of the charity</b>					
Restricted income funds	21		3,657		5,603
Unrestricted funds			197,089		222,339
			200,746		227,942

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

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

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.

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

The financial statements were approved by the trustees on 2 December 2024

Dr R C J Wileman  
Trustee

Company registration number 06052737 (England and Wales)

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

##### Charity information

Megan Baker House Ltd is a private company limited by guarantee incorporated in England and Wales. The registered office is Megan Baker House, Orchard Lane, Ledbury, Herefordshire, HR8 1BY, United Kingdom.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "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 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Donated services and facilities are included at a valuation which is an estimate of the financial cost borne by the donor where such cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

(Continued)

Income from grants and government grants is recognised when there is evidence of entitlement to the grant, receipt is probable and its amount can be measured reliably.

#### 1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

#### 1.6 Property, plant and equipment

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	25% straight line
Fixtures and fittings	15%, 25% or 33.3% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of non-current assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Inventories

Inventories are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the inventories to their present location and condition. Items held for distribution at no or nominal consideration are measured at the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.



# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include trade and other receivables and cash and bank balances, are measured at transaction price including transaction costs. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised at transaction price.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Taxation

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

#### 1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Services provided -</b>		
Participants fees	106,066	99,334

### 4 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising events	7,204	29,904

### 5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	1,292	267

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### 6 Donations, legacies and grants

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Donations and gifts	34,198	40,012
Legacies receivable	-	1,000
Grants	235,500	233,500
Donated services	5,569	5,300
	<u>275,267</u>	<u>279,812</u>

#### Donated services

Donated services relate to professional fees and advertising.

### 7 Other income

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Insurance claim income	-	2,196
	<u>-</u>	<u>2,196</u>

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 8 Expenditure on charitable activities

	Support and governance costs 2024 £	Support and governance costs 2023 £
<b>Direct costs</b>		
Staff costs	214,787	186,508
Telephone	2,729	1,860
Printing, postage & stationery	1,067	1,242
Bad debts	2,588	-
Computer running costs	4,831	4,192
Bank charges	242	267
Subscriptions	1,393	1,305
Insurance	7,637	7,329
Materials & resources	1,194	1,397
Staff training	2,435	1,668
Motor & travelling expenses	10,805	9,401
Refreshments	447	349
Uniforms	544	726
	<u>250,699</u>	<u>216,244</u>
<b>Share of support and governance costs (see note 9)</b>		
Support	84,154	92,633
Governance	15,162	14,430
	<u>350,015</u>	<u>323,307</u>
<b>Analysis by fund</b>		
Unrestricted funds	348,069	318,279
Restricted funds	1,946	5,028
	<u>350,015</u>	<u>323,307</u>

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 9 Support costs allocated to activities

	2024 £	2023 £
Staff costs	52,604	63,732
Depreciation	6,839	7,291
Rent, rates and water	20,384	17,952
Light and heat	2,090	1,484
Repairs, upkeep and cleaning	2,237	2,174
Governance costs	15,162	14,430
	<u>99,316</u>	<u>107,063</u>
<b>Analysed between:</b>		
Support and governance costs	<u>99,316</u>	<u>107,063</u>
<b>Governance costs comprise:</b>	2024 £	2023 £
Accountancy	9,363	9,173
Legal and professional	5,799	5,257
	<u>15,162</u>	<u>14,430</u>

Governance costs includes payments to the accountants of £1,140 (2023 - £1,080) for independent examination fees.

### 10 Raising funds

	Unrestricted funds	Unrestricted funds
	2024 £	2023 £
<u>Fundraising and publicity</u>		
Staging fundraising events	702	9,493
Advertising, marketing & PR	3,488	3,188
Staff costs	62,820	64,172
	<u>67,010</u>	<u>76,853</u>

### 11 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned property, plant and equipment	<u>6,839</u>	<u>7,291</u>

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 12 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

None of the trustees received any expenses from the charity during the year.

### 13 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	12	12
<b>Employment costs</b>	<b>2024</b>	<b>2023</b>
	£	£
Wages and salaries	299,282	285,669
Social security costs	22,469	21,448
Other pension costs	8,460	7,295
	330,211	314,412

Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

There were no employees whose annual remuneration was more than £60,000.

#### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024 £	2023 £
Aggregate compensation	97,777	97,623

This remuneration equates to an average hourly rate of £26.72 (an estimated total of 3,660 hours expended in a year).

### 14 Role played by general volunteers

Due to the specialist nature of the services provided by the charity, general volunteers are not used to help deliver those services. However, many volunteers do assist with the organization and running of the fundraising events that take place each year. In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the Accounts.

### 15 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 16 Property, plant and equipment

	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>			
At 1 April 2023	19,164	24,305	43,469
Additions	11,174	1,449	12,623
	<hr/>	<hr/>	<hr/>
At 31 March 2024	30,338	25,754	56,092
	<hr/>	<hr/>	<hr/>
<b>Depreciation and impairment</b>			
At 1 April 2023	12,781	19,606	32,387
Depreciation charged in the year	2,894	3,945	6,839
	<hr/>	<hr/>	<hr/>
At 31 March 2024	15,675	23,551	39,226
	<hr/>	<hr/>	<hr/>
<b>Carrying amount</b>			
At 31 March 2024	14,663	2,203	16,866
	<hr/>	<hr/>	<hr/>
At 31 March 2023	6,383	4,699	11,082
	<hr/>	<hr/>	<hr/>

### 17 Inventories

	2024 £	2023 £
Raw materials and consumables	200	200
	<hr/>	<hr/>

### 18 Trade and other receivables

	2024 £	2023 £
<b>Amounts falling due within one year:</b>		
Trade receivables	39,333	24,475
Prepayments and accrued income	8,685	8,413
	<hr/>	<hr/>
	48,018	32,888
	<hr/>	<hr/>

### 19 Current liabilities

	Notes	2024 £	2023 £
Deferred income	20	45,038	25,903
Trade payables		1,693	2,291
Other payables		9,553	12,033
Accruals		1,387	1,581
		<hr/>	<hr/>
		57,671	41,808
		<hr/>	<hr/>

# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 20 Deferred income

	2024 £	2023 £
Arising from invoices raised in advance for participants fees	45,038	25,903

Deferred income is included in the financial statements as follows:

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	45,038	25,903
Movements in the year:		
Deferred income at 1 April 2023	25,903	32,683
Released from previous periods	(25,903)	(32,683)
Resources deferred in the year	45,038	25,903
Deferred income at 31 March 2024	45,038	25,903

All deferred income is released in the next year.

### 21 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023 £	Resources expended £	At 31 March 2024 £
Free Radio Walk For Kids	5,087	(1,430)	3,657
Ledbury Facility Fund	516	(516)	-
	5,603	(1,946)	3,657

Previous year:	At 1 April 2022 £	Resources expended £	At 31 March 2023 £
Free Radio Walk For Kids	5,623	(536)	5,087
Ledbury Facility Fund	5,008	(4,492)	516
	10,631	(5,028)	5,603



# MEGAN BAKER HOUSE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 21 Restricted funds

(Continued)

#### Free Radio Walk for Kids

The funding received for this in previous periods is restricted to providing equipment for educational purposes.

#### Ledbury Facility Fund

The funding received for this in previous periods is restricted to providing an outreach centre in Ledbury.

### 22 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	222,339	389,829	(415,079)	197,089
<b>Previous year:</b>	<b>At 1 April 2022 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>At 31 March 2023 £</b>
General funds	205,958	411,513	(395,132)	222,339

### 23 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>At 31 March 2024:</b>			
Property, plant and equipment	13,209	3,657	16,866
Current assets/(liabilities)	183,880	-	183,880
	197,089	3,657	200,746
	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>At 31 March 2023:</b>			
Property, plant and equipment	5,479	5,603	11,082
Current assets/(liabilities)	216,860	-	216,860
	222,339	5,603	227,942