

Headway Central Lancashire

England & Wales · Charity number 1144388

Details

Other names HEADWAY PRESTON AND CHORLEY

Status Registered

Legal form Charitable company

Company number [07669175](#)

Registered 2011-10-21

Register [View on the Charity Commission register](#)

Contact

Address Heartbeat
Sir Tom Finney Way
Preston
PR1 6PA

Phone 07557123493

Email services@headwayprestonandchorley.org.uk

Website www.headwayprestonandchorley.org.uk

Activities

Objects: (1) TO RELIEVE PERSONS WHO ARE RESIDENT IN THE AREA OF PRESTON AND CHORLEY, LANCASHIRE WHO HAVE SUFFERED A BRAIN INJURY, THEIR FAMILIES, CARERS AND OTHER RELATED PROFESSIONALS BY THE PROVISION OF SUCH INFORMATION, SERVICE AND FACILITIES.(2) TO ADVANCE THE EDUCATION OF THE PUBLIC IN ALL ASPECTS RELATING TO BRAIN INJURY AND ITS PREVENTION.

Activities: To relieve persons who are resident in the area of Preston and Chorley Lancashire who have suffered brain injury and major trauma, their families, carers and other related professionals by the provision of such information, service and facilities. To advance the education of the public in all aspects relating to brain injury and its prevention.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty
- **Who:** People With Disabilities, Other Defined Groups, The General Public/mankind

Geography

- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£224,962	£172,739	-	-
2024-06-30	£190,480	£175,079	-	-
2023-06-30	£150,057	£152,748	-	-
2022-06-30	£123,889	£126,519	-	-
2021-06-30	£181,270	£99,682	-	-

Trustees

Name	Role	Appointed
Andrew Lilly		2016-03-22
Barry Rutledge		2017-01-02
CARLOS LOPEZ		2016-03-22
CHRISTINE CARTHY		2011-10-21
Karen Wilding		2018-11-06
Louise Goodram		2017-02-12
SARAH JANE CHARNLEY		2015-01-20
Trevor Hart		2018-05-20

Headway Central Lancashire

England & Wales - Charity number 1144388

Accounts

Charity registration number 1144388 (England and Wales)

Company registration number 07669175

HEADWAY CENTRAL LANCASHIRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2025

HEADWAY CENTRAL LANCASHIRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Ms S J Charnley
Mr B Rutledge
Mr A Lilley
Mr C Lopez
Ms L Goodram
Ms K Wilding
Mr T Hart
Mr D J Alcock
Mr Glenn Slater
Mrs C Mackulin
Mr J Sedgwick

(Appointed 28 July 2024)
(Appointed 30 January
2025)

Secretary

Mr T Hart

Charity number

1144388

Company number

07669175

Registered office

Heartbeat Centre
Preston North End
Sir Tom Finney Way
Preston
PR1 6PA

Accountants

Topping Partnership
Incom House
Waterside
Trafford Park
Manchester
M17 1WD

HEADWAY CENTRAL LANCASHIRE

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HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 JUNE 2025

The trustees, some of whom are also directors for the purposes of company law, present their report and the financial statements for the charity for the year ended 30 June 2025.

The trustees who acted as directors during the year were:

Ms S J Charnley
Mr B Rutledge
Mr A Lilley
Mr T Hart

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 Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The charity's objects are:

- To relieve persons who are resident in the area of Preston and Chorley, Lancashire, who have suffered a brain injury, their families, carers and other related professionals, by the provision of information, services and facilities.
- To advance the education of the public in all aspects relating to brain injury and its prevention.

The Trustees when deciding in the Charity's activities for the year, are mindful of the Charity Commissions guidance on public benefit. The Charity is to support people affected by head injuries and their families regardless of gender, faith or personal circumstances. The Charity wishes itself to be a facility through which people can share life experiences and by which their lives can be enriched.

Public benefit

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

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's objectives and in planning future activities.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2025

Achievements and performance

The Trustees are pleased with the outcomes achieved during 2024–2025.

The charity delivered a comprehensive range of services to adults with acquired brain injuries (ABI) and major trauma, as well as to their families and carers.

Our advice and information service, covering welfare benefits, legal guidance, employment support, and debt advice, supported 1,562 families. We provided assistance to 1,023 hospital patients, offering emergency packs and emotional support, and additionally supported 824 family members.

Community sessions remained well attended, with 1,920 visitors across 48 drop-ins and activity days.

Fundraising activities included golf days, charity lunches, and the Sapphire Ball. The Trustees extend their thanks to all individuals and businesses who contributed through donations or fundraising initiatives.

Grant funding during the year included awards from The National Lottery Community Fund and The National Lottery Awards for All.

The Trustees also wish to acknowledge the dedication of the staff team, who continued to deliver valuable services both in hospitals and in the community. The charity employed six part-time staff and benefitted from the support of 11 volunteers across the Drop-In service, Walking Group, and exercise classes.

Financial review

The Trustees are pleased with the results for the year.

At the start of the year reserves were £181,262 and following a movement in funds of £52,223, the reserves at the end of the year are £233,485.

A Financial Reserves formal policy remains in place to maintain at least a six-month level of reserves, and the Trustees are conscious of their responsibilities and monitor the level of reserves to ensure the charity can meet its liabilities. Overarching risks are discussed at regular Trustee and Directors' Board meetings and where considered necessary appropriate professional advice is obtained where they perceive this is required for a specific risk or a particularly high risk.

The Trustees would like to express thanks to Topping Partnership for their ongoing support of the charity by providing a monthly payroll service, annual accounts and regular financial updates during the pandemic to assist the charity deal with a fast-moving situation.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

Plans for future periods

The Trustees intend to continue to provide relief to persons who have suffered brain injuries and major trauma injuries, their families, and carers through the provision of services according to the charity's objectives in the future year.

Objectives:

1. Hold weekly drop ins and activity days guest speakers, benefits and legal advice, and one to one appointments, practical workshops and one to one appointments .
2. Maintain the Major Trauma Patient Support Service.
3. Maintain and keep the client database up to date as new service users access our services.
4. Deliver virtual support groups to clients and carers.
5. Distribute resources online to partner agencies and maintain the charity website and social media accounts, produce a newsletter every two months.
6. Build upon existing partnerships and form new partnerships with statutory and voluntary services.
7. Increase fundraising income through online campaigns, the Headway lottery, and public donations.
8. Identify and recruit new volunteers.
9. Identify and apply for appropriate grants/funding opportunities.
10. Keep policies and procedures under review and updated to ensure compliance.
11. Set budgets, monitor income and outgoings, and keep finances up to date.
12. Provide regular supervision, training and support for staff and volunteers.

Structure, governance and management

The company was incorporated at Companies House on 14 June 2011 and was registered as a charity with the Charity Commission on 21 October 2011. It commenced its activities on 22 October 2011 following the transfer of the charitable activities from the unincorporated charity Headway Preston and Chorley. The charity is a company limited by guarantee by its Memorandum and Articles of Association.

The charity is managed by the Trustees who are appointed as per the Trust Deed.

Ms S J Charnley

Mr B Rutledge

Ms C Carthy

(Resigned 15 July 2024)

Mr A Lilley

Mr C Lopez

Ms L Goodram

Ms K Wilding

Mr T Hart

Mr D J Alcock

Mr Glenn Slater

Mrs C Mackulin

(Appointed 28 July 2024)

Mr J Sedgwick

(Appointed 30 January 2025)

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2025

Small Company Provision

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemptions.

The Trustees report was approved by the Board of Trustees.

Andrew Lilley
Andrew Lilley (Mar 27, 2026 17:06:41 GMT)

Mr A Lilley
Trustee

27 March 2026

HEADWAY CENTRAL LANCASHIRE

STATEMENT OF TRUSTEES RESPONSIBILITIES

FOR THE YEAR ENDED 30 JUNE 2025

The Trustees, some of whom are also the directors of Headway Central Lancashire for the purpose of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

HEADWAY CENTRAL LANCASHIRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF HEADWAY CENTRAL LANCASHIRE

I report to the Trustees on my examination of the financial statements of Headway Central Lancashire (the charity) for the year ended 30 June 2025.

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 Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

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 Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements 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 financial statements 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.

Barbara Shuttleworth
Topping Partnership

Incom House
Waterside
Trafford Park
Manchester
M17 1WD

Dated:

HEADWAY CENTRAL LANCASHIRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Income from:							
Donations and legacies	3	49,982	61,816	111,798	21,292	67,750	89,042
Other trading activities	4	113,164	-	113,164	101,438	-	101,438
Total income		<u>163,146</u>	<u>61,816</u>	<u>224,962</u>	<u>122,730</u>	<u>67,750</u>	<u>190,480</u>
Expenditure on:							
Raising funds	5	9,005	-	9,005	10,818	-	10,818
Charitable activities	6	114,536	40,201	154,737	80,618	71,628	152,246
Other expenditure	9	8,997	-	8,997	10,753	1,262	12,015
Total expenditure		<u>132,538</u>	<u>40,201</u>	<u>172,739</u>	<u>102,189</u>	<u>72,890</u>	<u>175,079</u>
Net income and movement in funds		30,608	21,615	52,223	20,541	(5,140)	15,401
Reconciliation of funds:							
Fund balances at 1 July 2024		<u>157,166</u>	<u>24,096</u>	<u>181,262</u>	<u>136,625</u>	<u>29,236</u>	<u>165,861</u>
Fund balances at 30 June 2025		<u>187,774</u>	<u>45,711</u>	<u>233,485</u>	<u>157,166</u>	<u>24,096</u>	<u>181,262</u>

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

HEADWAY CENTRAL LANCASHIRE

BALANCE SHEET

AS AT 30 JUNE 2025

	Notes	2025 £	£	2024 £	£
Current assets					
Debtors	11	767		786	
Cash at bank and in hand		234,763		182,081	
		<u>235,530</u>		<u>182,867</u>	
Creditors: amounts falling due within one year	12	(2,045)		(1,605)	
Net current assets			<u>233,485</u>		<u>181,262</u>
The funds of the charity					
Restricted income funds	14		45,711		24,096
Unrestricted funds	15		187,774		157,166
			<u>233,485</u>		<u>181,262</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2025.

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 27 March 2026

Andrew Lilley
Andrew Lilley (Mar 27, 2026 17:06:41 GMT)

Mr A Lilley
Trustee

Company registration number 07669175 (England and Wales)

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

Charity information

Headway Central Lancashire is a private company limited by guarantee incorporated in England and Wales. The registered office is Heartbeat Centre, Preston North End, Sir Tom Finney Way, Preston, PR1 6PA.

The company was formerly known as Headway Preston and Chorley.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016). 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.

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

(Continued)

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is apportioned between cost headings by reference to the time and resources expended in each of these areas by the employees of the Charity.

1.6 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.

1.7 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 debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. 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 creditors 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 creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.8 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

1.9 Retirement benefits

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

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

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 donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	43,206	61,816	105,022	15,382	67,750	83,132
Grants	6,776	-	6,776	5,910	-	5,910
	<u>49,982</u>	<u>61,816</u>	<u>111,798</u>	<u>21,292</u>	<u>67,750</u>	<u>89,042</u>

4 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising events	113,164	101,438

5 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising and publicity		
Seeking donations, grants and legacies	9,005	10,818

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

6

Charitable activities

	Charitable Expenditure 2025 £	Charitable Expenditure 2024 £
Staff costs	121,655	123,384
Rent	8,660	6,700
Computing Costs	1,253	508
Printing & Stationery	2,975	3,049
Telephone	1,684	1,952
Other Office Expenses	3,210	2,949
Volunteer Expenses	4,028	2,136
Emergency Fund	5,477	5,121
Catering	5,498	6,183
Bank Charges	297	264
	<u>154,737</u>	<u>152,246</u>
	<u>154,737</u>	<u>152,246</u>
Analysis by fund		
Unrestricted funds	114,536	80,618
Restricted funds	40,201	71,628
	<u>154,737</u>	<u>152,246</u>
For the year ended 30 June 2024		
Unrestricted funds	80,618	
Restricted funds	71,628	
	<u>152,246</u>	

7 Trustees

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

8 Employees

The average monthly number of employees during the year was:

2025 Number	2024 Number
6	6
<u>6</u>	<u>6</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

8 Employees (Continued)

Employment costs	2025 £	2024 £
Wages and salaries	115,579	117,450
Other pension costs	6,076	5,934
	<u>121,655</u>	<u>123,384</u>

No employees received employee benefits of more than £60,000 during the year (2024: £Nil).

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

9 Other expenditure

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Other expenditure	<u>8,997</u>	<u>-</u>	<u>8,997</u>	<u>10,753</u>	<u>1,262</u>	<u>12,015</u>

10 Taxation

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

11 Debtors

Amounts falling due within one year:	2025 £	2024 £
Prepayments and accrued income	<u>767</u>	<u>786</u>

12 Creditors: amounts falling due within one year

	2025 £	2024 £
Other taxation and social security	<u>2,045</u>	<u>1,605</u>

13 Retirement benefit schemes

Defined contribution schemes	2025 £	2024 £
Charge to profit or loss in respect of defined contribution schemes	<u>6,076</u>	<u>5,934</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

13 Retirement benefit schemes

(Continued)

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

14 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 July 2024	Incoming resources	Resources expended	At 30 June 2025
	£	£	£	£
	24,096	61,816	(40,201)	45,711
	<u>24,096</u>	<u>61,816</u>	<u>(40,201)</u>	<u>45,711</u>
Previous year:				
	At 1 July 2023	Incoming resources	Resources expended	At 30 June 2024
	£	£	£	£
	29,236	67,750	(72,890)	24,096
	<u>29,236</u>	<u>67,750</u>	<u>(72,890)</u>	<u>24,096</u>

15 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 July 2024	Incoming resources	Resources expended	At 30 June 2025
	£	£	£	£
General funds	157,166	163,146	(132,538)	187,774
	<u>157,166</u>	<u>163,146</u>	<u>(132,538)</u>	<u>187,774</u>
Previous year:				
	At 1 July 2023	Incoming resources	Resources expended	At 30 June 2024
	£	£	£	£
General funds	136,625	122,730	(102,189)	157,166
	<u>136,625</u>	<u>122,730</u>	<u>(102,189)</u>	<u>157,166</u>

16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	2025	2025	2025
	£	£	£
At 30 June 2025:			
Current assets/(liabilities)	187,774	45,711	233,485
	<u>187,774</u>	<u>45,711</u>	<u>233,485</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

16 Analysis of net assets between funds

(Continued)

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 30 June 2024:			
Current assets/(liabilities)	157,166	24,096	181,262
	<u>157,166</u>	<u>24,096</u>	<u>181,262</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

No Trustee claimed for their expenses to be reimbursed.

18 Independent examination

The charity is not charged for the Independent Examination or accountancy services.

19 Volunteers

The charity has 18 volunteers who give up their time to help the charity.
It is difficult to put a value on this.

Headway Central Lancashire

England & Wales - Charity number 1144388

Accounts

Charity registration number 1144388

Company registration number 07669175 (England and Wales)

HEADWAY CENTRAL LANCASHIRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

HEADWAY CENTRAL LANCASHIRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms S J Charnley Mr B Rutledge Ms C Carthy Mr A Lilley Mr C Lopez Ms L Goodram Ms K Wilding Mr T Hart Mr Andrew Lilley	(Appointed 30 September 2023)
Secretary	Mr T Hart	
Charity number	1144388	
Company number	07669175	
Registered office	Heartbeat Centre Preston North End Sir Tom Finney Way Preston PR1 6PA	
Accountants	Topping Partnership Incom House Waterside Trafford Park Manchester M17 1WD	

HEADWAY CENTRAL LANCASHIRE

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HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 JUNE 2023

The trustees, some of whom are also directors for the purposes of company law, present their report and the financial statements for the charity for the year ended 30 June 2023.

The trustees who acted as directors during the year were:

Ms S J Charnley
Mr B Rutledge
Ms C Carthy
Mr A Lilley
Mr C Lopez
Mr L Goodram
Ms K Wilding
Mr T Hart

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 Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The charity's objects are:

- To relieve persons who are resident in the area of Preston and Chorley, Lancashire, who have suffered a brain injury, their families, carers and other related professionals, by the provision of information, services and facilities.
- To advance the education of the public in all aspects relating to brain injury and its prevention.

The Trustees when deciding in the Charity's activities for the year, are mindful of the Charity Commissions guidance on public benefit. The Charity is to support people affected by head injuries and their families regardless of gender, faith or personal circumstances. The Charity wishes itself to be a facility through which people can share life experiences and by which their lives can be enriched.

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

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's objectives and in planning future activities.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

Achievements and performance

The Trustees are pleased with the results for the year 2022 - 2023.

The Charity provided a range of services and support to adults with an acquired brain injury (ABI) and after a major trauma injury, their families, carers and supporters.

- Services included:
Hospital patient service four days per week for adults with a neurological diagnosis and a major trauma diagnosis. During the reporting period we supported 1528 families.
- Community services included 36 Drop Ins and Activity Days.
- 12 walking groups were organised in the Central Lancashire area, 50 exercise classes supported by a trained cardiac and stroke tutor were held at the charity offices.
- One to one appointments were offered at the office.

The advice and information service providing welfare benefits assistance, legal advice, employment support and debt advice was delivered via telephone, virtually and face to face.

Six staff were operational during this period. We had 18 volunteers working across all our services and two student placements from Edge Hill University spent 12 weeks with our charity.

Fundraising events included: Charity Golf Days, The Sapphire Ball and Charity Lunches.

Grants in payment during this period included:

- The National Lottery Community Fund – Major Trauma Patient Support Service.
- The National Lottery Community Fund – Headinto your community.
- Leathersellers grant

The Trustees are grateful for all donations and funds raised and wish to thank individuals who continued to support the charity. Thanks also to players of the charity weekly lottery which provides a small regular income.

The Trustees are appreciative of the dedication of the volunteers and staff team who continue to provide an excellent service to adults with acquired brain injury and after major trauma.

Financial review

The Trustees are pleased with the results for the year.

At the start of the year reserves were £168,552 and following a movement in funds of - £2,691, the reserves at the end of the year are £165,861.

A Financial Reserves formal policy remains in place to maintain at least a six-month level of reserves, and the Trustees are conscious of their responsibilities and monitor the level of reserves to ensure the charity can meet its liabilities. Overarching risks are discussed at regular Trustee and Directors' Board meetings and where considered necessary appropriate professional advice is obtained where they perceive this is required for a specific risk or a particularly high risk.

The Trustees would like to express thanks to Toppings Partnership for their support of the charity since 2010 by providing a monthly payroll service, annual accounts and regular financial updates.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

Plans for future periods

The Trustees intend to continue to provide relief to persons who have suffered brain injuries and major trauma injuries, their families, and carers through the provision of services according to the charity's objectives in the future year.

Aims:

To relieve persons who are resident in the area of Central Lancashire, who have suffered a brain injury, their families, carers and other related professional by the provision of such information, service and facilities.

To advance the education of the public in all aspects relating to brain injury and its prevention.

Objectives:

1. Hold weekly client meetings including drop ins, activity days and walking groups and exercise classes.
2. Maintain the Major Trauma Patient Support Service to patients at the Royal Preston Hospital and their families.
3. Deliver an outreach service to discharged patients and new clients via telephone, virtually or in person where possible.
3. Maintain and keep the client database up to date as new service users access our services.
5. Distribute resources online to partner agencies and maintain the charity website and social media accounts, produce a newsletter every two months.
6. Build upon existing partnerships and form new partnerships with statutory and voluntary services, and private businesses
7. Increase fundraising income through online campaigns, the Headway lottery, and public donations.
8. Identify and recruit new volunteers.
9. Identify and apply for appropriate grants/funding opportunities.
10. Keep policies and procedures under review and updated to ensure compliance.
11. Provide information and advice to clients, professionals to raise awareness of the effect of brain injury and major trauma and promote campaigns to raise awareness and reduce incidence of brain injury and major trauma.
11. Set budgets, monitor income and outgoings, and keep finances up to date.
12. Provide regular supervision, training and support for staff and volunteers.

Structure, governance and management

The company was incorporated at Companies House on 14 June 2011 and was registered as a charity with the Charity Commission on 21 October 2011. It commenced its activities on 22 October 2011 following the transfer of the charitable activities from the unincorporated charity Headway Preston and Chorley. The charity is a company limited by guarantee by its Memorandum and Articles of Association.

The charity is managed by the Trustees who are appointed as per the Trust Deed.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

Ms S J Charnley
Mr B Rutledge
Ms C Carthy
Mr A Lilley
Mr C Lopez
Ms L Goodram
Ms K Wilding
Mr T Hart
Mr Andrew Lilley

(Appointed 30 September 2023)

Small Company Provision

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemptions.

The Trustees report was approved by the Board of Trustees.



Sarah Charnley (Apr 2, 2024 14:13 GMT+1)

Ms S J Charnley
Trustee

25 March 2024

HEADWAY CENTRAL LANCASHIRE

STATEMENT OF TRUSTEES RESPONSIBILITIES

FOR THE YEAR ENDED 30 JUNE 2023

The Trustees, some of whom are also the directors of Headway Central Lancashire for the purpose of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

HEADWAY CENTRAL LANCASHIRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF HEADWAY CENTRAL LANCASHIRE

I report to the Trustees on my examination of the financial statements of Headway Central Lancashire (the charity) for the year ended 30 June 2023.

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 Companies Act 2006 (the 2006 Act).

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 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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.

S Wilcock

Susan Wilcock FCCA
Topping Partnership

Incom House
Waterside
Trafford Park
Manchester
M17 1WD

Dated: 25 March 2024

HEADWAY CENTRAL LANCASHIRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	63,919	46,951	110,870	62,677	60,666	123,343
Other trading activities	4	39,187	-	39,187	546	-	546
Total income		103,106	46,951	150,057	63,223	60,666	123,889
Expenditure on:							
Raising funds	5	7,142	-	7,142	4,191	-	4,191
Charitable activities	6	47,317	89,944	137,261	57,044	64,019	121,063
Other	9	8,345	-	8,345	1,265	-	1,265
Total expenditure		62,804	89,944	152,748	62,500	64,019	126,519
Net income/(expenditure) for the year/ Net movement in funds		40,302	(42,993)	(2,691)	723	(3,353)	(2,630)
Fund balances at 1 July 2022		96,323	72,229	168,552	95,600	75,582	171,182
Fund balances at 30 June 2023		136,625	29,236	165,861	96,323	72,229	168,552

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

HEADWAY CENTRAL LANCASHIRE

BALANCE SHEET

AS AT 30 JUNE 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Debtors	11	576		571	
Cash at bank and in hand		168,776		169,503	
		<u>169,352</u>		<u>170,074</u>	
Creditors: amounts falling due within one year	12	(3,491)		(1,522)	
Net current assets			<u>165,861</u>		<u>168,552</u>
Income funds					
Restricted funds			29,236		72,229
Unrestricted funds			136,625		96,323
			<u>165,861</u>		<u>168,552</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2023.

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 25 March 2024



Sarah Charnley (Apr 2, 2024 14:13 GMT+1)

Ms S J Charnley
Trustee

Company registration number 07669175

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

Charity information

Headway Central Lancashire is a private company limited by guarantee incorporated in England and Wales. The registered office is Heartbeat Centre, Preston North End, Sir Tom Finney Way, Preston, PR1 6PA.

The company was formerly known as Headway Preston and Choley.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016). 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 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.

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

(Continued)

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is apportioned between cost headings by reference to the time and resources expended in each of these areas by the employees of the Charity.

1.6 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.

1.7 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 debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. 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 creditors 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 creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.8 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

1.9 Retirement benefits

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

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

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.

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	58,106	46,951	105,057	40,179	50,666	90,845
Grant	5,813	-	5,813	22,498	10,000	32,498
	<u>63,919</u>	<u>46,951</u>	<u>110,870</u>	<u>62,677</u>	<u>60,666</u>	<u>123,343</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Fundraising events	39,187	546

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
<u>Fundraising and publicity</u>		
Seeking donations, grants and legacies	7,142	4,191
	<u>7,142</u>	<u>4,191</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

6

Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Staff costs	110,630	99,132
Rent	7,913	5,364
Computing Costs	974	1,246
Printing & Stationery	2,811	2,486
Telephone	3,131	2,821
Other Office Expenses	2,595	4,448
Volunteer Expenses	1,481	844
Emergency Fund	6,093	3,390
Catering	1,314	1,071
Bank Charges	319	261
	<u>137,261</u>	<u>121,063</u>
	<u>137,261</u>	<u>121,063</u>
Analysis by fund		
Unrestricted funds	47,317	57,044
Restricted funds	89,944	64,019
	<u>137,261</u>	<u>121,063</u>
For the year ended 30 June 2022		
Unrestricted funds	57,044	
Restricted funds	64,019	
	<u>121,063</u>	

7 Trustees

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

8 Employees

The average monthly number of employees during the year was:

2023 Number	2022 Number
<u>7</u>	<u>7</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

8 Employees	(Continued)	
Employment costs	2023	2022
	£	£
Wages and salaries	108,730	97,637
Other pension costs	1,900	1,495
	<u>110,630</u>	<u>99,132</u>

No employees received employee benefits of more than £60,000 during the year (2021: £Nil).

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

9 Other	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Other expenditure	8,345	1,265
	<u>8,345</u>	<u>1,265</u>

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Debtors	2023	2022
	£	£
Amounts falling due within one year:		
Prepayments and accrued income	<u>576</u>	<u>571</u>

12 Creditors: amounts falling due within one year	2023	2022
	£	£
Other taxation and social security	3,473	1,522
Trade creditors	18	-
	<u>3,491</u>	<u>1,522</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

13 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,900 (2022 - £1,495).

14 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total Unrestricted funds 2023 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 30 June 2023 are represented by:					
Current assets/(liabilities)	136,625	29,236	165,861	96,323	168,552
	<u>136,625</u>	<u>29,236</u>	<u>165,861</u>	<u>96,323</u>	<u>168,552</u>

15 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	-	4,200

16 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

No Trustee claimed for their expenses to be reimbursed.

17 Independent examination

The charity is not charged for the Independent Examination or accountancy services.

18 Volunteers

The charity has 18 volunteers who give up their time to help the charity. It is difficult to put a value on this.

Headway Central Lancashire

England & Wales - Charity number 1144388

Accounts

Charity registration number 1144388

Company registration number 07669175 (England and Wales)

**HEADWAY CENTRAL LANCASHIRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022**

HEADWAY CENTRAL LANCASHIRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms S J Charnley Mr B Rutledge Ms C Carthy Mr A Lilley Mr C Lopez Ms L Goodram Ms K Wilding Mr T Hart Mr Glenn Slater
Charity number	1144388
Company number	07669175
Registered office	Heartbeat Centre Preston North End Sir Tom Finney Way Preston PR1 6PA
Accountants	Topping Partnership Incom House Waterside Trafford Park Manchester M17 1WD

HEADWAY CENTRAL LANCASHIRE

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HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 JUNE 2022

The trustees, some of whom are also directors for the purposes of company law, present their report and the financial statements for the charity for the year ended 30 June 2022.

The trustees who acted as directors during the year were:

Mr D J Alcock
Ms S J Charnley
Mr B Rutledge
Ms C Carthy
Ms L Sheffield
Mr A Lilley
Ms P McLoughlin
Mr C Lopez
Mr L Goodram
Ms K Wilding
Mr T Hart
Mr G Slater

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 Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The charity's objects are:

- To relieve persons who are resident in the area of Preston and Chorley, Lancashire, who have suffered a brain injury, their families, carers and other related professionals, by the provision of information, services and facilities.
- To advance the education of the public in all aspects relating to brain injury and its prevention.

The Trustees when deciding in the Charity's activities for the year, are mindful of the Charity Commissions guidance on public benefit. The Charity is to support people affected by head injuries and their families regardless of gender, faith or personal circumstances. The Charity wishes itself to be a facility through which people can share life experiences and by which their lives can be enriched.

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

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's objectives and in planning future activities.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

Achievements and performance

The Trustees are pleased with the results for the year 2021-2022.

The Charity provided a range of services and support to adults with an acquired brain injury (ABI) and after a major trauma injury, their families, carers and supporters.

During the reporting period services were affected by the Covid-19 restrictions, and continued delivering the service both virtually using the system developed the previous accounting year through purchases of iPads and face to face where possible, adhering to social distancing and infection control protocols.

The face to face drop ins and activity days recommenced on 3rd August 2021 with regular testing for Covid-19 infection was offered to all visitors, together with advice and information about keeping safe..

The advice and information service, which provided welfare benefits assistance, legal advice, employment support and debt advice was delivered via telephone, virtually and face to face and we supported over 1200 families.

All 7 staff were operational during this period. Volunteer attendance at client meetings reduced due to a combination of illness and concern of being exposed to Covid-19 infection.

Fundraising events were scaled back during this reporting period however a golf day was held by Fletchers Solicitors and a wine tasting event held by Trustee Trevor Hart, .

Grants in payment during this period included:

The National Lottery Community Fund – Major Trauma Patient Support Service.

The National Lottery Community Fund – Headinto your community.

Postcode Neighbourhood Trust – Online support project.

Leathersellers grant – Art project.

Preston City Council – Covid-19 business support grant.

Marketing and communications continued, with the website being maintained and social media accounts updated on a weekly basis. The newsletter was produced and posted out to members and clients were kept in touch by telephone (including What's App and text) and by email.

Website:

[Supporting people affected by Acquired Brain Injury
Headway Central Lancashire](#)

Twitter: [Headway Central Lancashire \(@HeadwayCL\) / Twitter](#)

Facebook: <https://www.facebook.com/HeadwayCentralLancashire>

The Headway Central Lancashire Calendar was a great success and the Trustees would like to thank client Daniel McCullough for his photography work.

The Trustees are grateful for all donations and funds raised and wish to thank individuals who continued to support the charity. Thanks also to players of the charity weekly lottery which provides a small regular income.

The Trustees are appreciative of the dedication of the staff team who adapted to a new way of working and systems and continued to provide an excellent service to adults with acquired brain injury and after major trauma.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

Financial review

The Trustees are pleased with the results for the year.

At the start of the year reserves were £171,182 and following a movement in funds of - £2,630, the reserves at the end of the year are £168,552.

A Financial Reserves formal policy remains in place to maintain at least a six-month level of reserves, and the Trustees are conscious of their responsibilities and monitor the level of reserves to ensure the charity can meet its liabilities. Overarching risks are discussed at regular Trustee and Directors' Board meetings and where considered necessary appropriate professional advice is obtained where they perceive this is required for a specific risk or a particularly high risk.

The Trustees would like to express thanks to Toppings Partnership for their support of the charity since 2010 by providing a monthly payroll service, annual accounts and regular financial updates

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

Plans for future periods

The Trustees intend to continue to provide relief to persons who have suffered brain injuries and major trauma injuries, their families, and carers through the provision of services according to the charity's objectives in the future year.

Aims:

To relieve persons who are resident in the area of Central Lancashire, who have suffered a brain injury, their families, carers and other related professional by the provision of such information, service and facilities.
To advance the education of the public in all aspects relating to brain injury and its prevention.

Objectives:

1. Hold weekly client meetings including drop ins, activity days and walking groups and exercise classes.
2. Maintain the Major Trauma Patient Support Service to patients at the Royal Preston Hospital and their families.
- 3 Deliver an outreach service to discharged patients and new clients via telephone, virtually or in person where possible.
3. Maintain and keep the client database up to date as new service users access our services.
5. Distribute resources online to partner agencies and maintain the charity website and social media accounts, produce a newsletter every two months.
6. Build upon existing partnerships and form new partnerships with statutory and voluntary services, and private businesses
7. Increase fundraising income through online campaigns, the Headway lottery, and public donations.
8. Identify and recruit new volunteers.
9. Identify and apply for appropriate grants/funding opportunities.
10. Keep policies and procedures under review and updated to ensure compliance.
11. Provide information and advice to clients, professionals to raise awareness of the effect of brain injury and major trauma and promote campaigns to raise awareness and reduce incidence of brain injury and major trauma.
11. Set budgets, monitor income and outgoings, and keep finances up to date.
12. Provide regular supervision, training and support for staff and volunteers

Structure, governance and management

The company was incorporated at Companies House on 14 June 2011 and was registered as a charity with the Charity Commission on 21 October 2011. It commenced its activities on 22 October 2011 following the transfer of the charitable activities from the unincorporated charity Headway Preston and Chorley. The charity is a company limited by guarantee by its Memorandum and Articles of Association.

The charity is managed by the Trustees who are appointed as per the Trust Deed.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

Ms S J Charnley
Mr B Rutledge
Ms C Carthy
Ms L Sheffield
Mr A Lilley
Ms P McLoughlin
Mr C Lopez
Ms L Goodram
Ms K Wilding
Mr T Hart
Mr Glenn Slater

(Resigned 25 April 2022)

(Resigned 17 February 2022)

Small Company Provision

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemptions.

The Trustees report was approved by the Board of Trustees.

Sarah Charnley

Sarah Charnley (Mar 24, 2023 15:31 GMT)

.....
Ms S J Charnley
Trustee

Date: *24/03/2023*

HEADWAY CENTRAL LANCASHIRE

STATEMENT OF TRUSTEES RESPONSIBILITIES

FOR THE YEAR ENDED 30 JUNE 2022

The Trustees, some of whom are also the directors of Headway Central Lancashire for the purpose of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

HEADWAY CENTRAL LANCASHIRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF HEADWAY CENTRAL LANCASHIRE

I report to the Trustees on my examination of the financial statements of Headway Central Lancashire (the charity) for the year ended 30 June 2022.

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 Companies Act 2006 (the 2006 Act).

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 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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.

Susan Wilcock FCCA
Topping Partnership

Incom House
Waterside
Trafford Park
Manchester
M17 1WD

Dated: 24/03/23

HEADWAY CENTRAL LANCASHIRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Income from:							
Donations and legacies	3	62,677	60,666	123,343	60,325	119,844	180,169
Other trading activities	4	546	-	546	1,101	-	1,101
Total income		63,223	60,666	123,889	61,426	119,844	181,270
Expenditure on:							
Raising funds	5	4,191	-	4,191	198	-	198
Charitable activities	6	57,044	64,019	121,063	29,730	69,754	99,484
Other	9	1,265	-	1,265	-	-	-
Total expenditure		62,500	64,019	126,519	29,928	69,754	99,682
Net income/(expenditure) for the year/							
Net movement in funds		723	(3,353)	(2,630)	31,498	50,090	81,588
Fund balances at 1 July 2021		95,600	75,582	171,182	64,102	25,492	89,594
Fund balances at 30 June 2022		96,323	72,229	168,552	95,600	75,582	171,182

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

HEADWAY CENTRAL LANCASHIRE

BALANCE SHEET

AS AT 30 JUNE 2022

	Notes	2022 £	£	2021 £	£
Current assets					
Debtors	10	571		401	
Cash at bank and in hand		169,503		173,725	
		<u>170,074</u>		<u>174,126</u>	
Creditors: amounts falling due within one year	11	<u>(1,522)</u>		<u>(2,944)</u>	
Net current assets			<u>168,552</u>		<u>171,182</u>
Income funds					
Restricted funds			72,229		75,582
Unrestricted funds			96,323		95,600
			<u>168,552</u>		<u>171,182</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2022.

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 24/03/22.

Sarah Charnley

Sarah Charnley (Mar 24, 2023 15:31 GMT)

Ms S J Charnley
Trustee

Company registration number 07669175

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

Charity information

Headway Central Lancashire is a private company limited by guarantee incorporated in England and Wales. The registered office is Heartbeat Centre, Preston North End, Sir Tom Finney Way, Preston, PR1 6PA.

The company was formerly known as Headway Preston and Choley.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016). 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 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.

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies (Continued)

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is apportioned between cost headings by reference to the time and resources expended in each of these areas by the employees of the Charity.

1.6 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.

1.7 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 debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. 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 creditors 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 creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.8 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

1.9 Retirement benefits

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

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

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 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and gifts	40,179	50,666	90,845	18,975	49,667	68,642
Grant	22,498	10,000	32,498	41,350	70,177	111,527
	<u>62,677</u>	<u>60,666</u>	<u>123,343</u>	<u>60,325</u>	<u>119,844</u>	<u>180,169</u>

4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Fundraising events	<u>546</u>	<u>1,101</u>

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Seeking donations, grants and legacies	<u>4,191</u>	<u>198</u>
	<u>4,191</u>	<u>198</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

6	Charitable activities	
	Charitable Expenditure	Charitable Expenditure
	2022	2021
	£	£
Staff costs	99,132	83,070
Rent	5,364	2,865
Computing Costs	1,246	885
Printing & Stationery	2,486	700
Telephone	2,821	1,578
Other Office Expenses	4,448	6,735
Volunteer Expenses	844	22
Emergency Fund	3,390	2,955
Other Small Project Expenses	-	269
Catering	1,071	189
Bank Charges	261	216
	<u>121,063</u>	<u>99,484</u>
	<u>121,063</u>	<u>99,484</u>
Analysis by fund		
Unrestricted funds	57,044	29,730
Restricted funds	64,019	69,754
	<u>121,063</u>	<u>99,484</u>
For the year ended 30 June 2021		
Unrestricted funds	29,730	
Restricted funds	69,754	
	<u>99,484</u>	

7 Trustees

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

8 Employees

The average monthly number of employees during the year was:

2022	2021
Number	Number
<u>7</u>	<u>7</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

8 Employees	(Continued)	
Employment costs	2022	2021
	£	£
Wages and salaries	97,637	81,776
Other pension costs	1,495	1,294
	<u>99,132</u>	<u>83,070</u>

No employees received employee benefits of more than £60,000 during the year (2021: £Nil).

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

9 Other	Unrestricted funds	Total
	2022	2021
	£	£
Other expenditure	1,265	-
	<u>1,265</u>	<u>-</u>

10 Debtors	2022	2021
	£	£
Amounts falling due within one year:		
Prepayments and accrued income	<u>571</u>	<u>401</u>

11 Creditors: amounts falling due within one year	2022	2021
	£	£
Other taxation and social security	<u>1,522</u>	<u>2,944</u>

12 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,495 (2021 - £1,294).

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

13 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 30 June 2022 are represented by:						
Current assets/(liabilities)	96,323	72,229	168,552	171,182	-	171,182
	<u>96,323</u>	<u>72,229</u>	<u>168,552</u>	<u>171,182</u>	<u>-</u>	<u>171,182</u>

14 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Within one year	<u>4,200</u>	<u>5,007</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

No Trustee claimed for their expenses to be reimbursed.

16 Independent examination

The charity is not charged for the Independent Examination or accountancy services.

17 Volunteers

The charity has 21 volunteers who give up their time to help the charity.
It is difficult to put a value on this.

Headway Central Lancashire

England & Wales - Charity number 1144388

Accounts

Charity Registration No. 1144388

Company Registration No. 07669175 (England and Wales)

HEADWAY CENTRAL LANCASHIRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

HEADWAY CENTRAL LANCASHIRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr D J Alcock Ms S J Charnley Mr B Rutledge Ms C Carthy Ms L Sheffield Mr A Lilley Ms P McLoughlin Mr C Lopez Ms L Goodram Ms K Wilding Mr T Hart Mr Glenn Slater
Charity number	1144388
Company number	07669175
Registered office	Heartbeat Centre Preston North End Sir Tom Finney Way Preston PR1 6PA
Accountants	Topping Partnership Incom House Waterside Trafford Park Manchester M17 1WD

HEADWAY CENTRAL LANCASHIRE

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Balance sheet	8
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HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 JUNE 2021

The trustees, some of whom are also directors for the purposes of company law, present their report and the financial statements for the charity for the year ended 30 June 2021.

The trustees who acted as directors during the year were:

Mr D J Alcock
Ms S J Charnley
Mr B Rutledge

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 Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The charity's objects are:

- To relieve persons who are resident in the area of Preston and Chorley, Lancashire, who have suffered a brain injury, their families, carers and other related professionals, by the provision of information, services and facilities.
- To advance the education of the public in all aspects relating to brain injury and its prevention.

The Trustees when deciding in the Charity's activities for the year, are mindful of the Charity Commissions guidance on public benefit. The Charity is to support people affected by head injuries and their families regardless of gender, faith or personal circumstances. The Charity wishes itself to be a facility through which people can share life experiences and by which their lives can be enriched.

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

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's objectives and in planning future activities.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

Achievements and performance

The Trustees are pleased with the results for the year 2020-2021.

The Charity provided a range of services and support to adults with an acquired brain injury (ABI) and after a major trauma injury, their families, carers and supporters.

During the reporting period services were affected by the Covid-19 restrictions, and adapted by developing new virtual projects as follows:

Online virtual weekly meetings for clients, monthly online meetings for carers and family members, a keep in touch project that delivered welfare calls to shielding and isolating clients and their families, an online exercise class, online presentations designed to provide occupational activities and interests.

The Royal Preston Hospital project was suspended for part of the reporting period, and we invested in iPads to enable patients to be supported virtually. This was delivered in partnership with nursing staff on the wards.

For part of the reporting period selected face to face services including drop ins, activity days, one to ones and the walking group were held and risked assessed ensuring all were delivered safely.

The advice and information service which provided welfare benefits assistance, legal advice, employment support and debt advice was delivered via telephone, virtually and face to face adhering to infection control guidance.

During this period some front-line staff were furloughed on a rota and claims made to reimburse the charity. The charity also benefited from business support grants from Preston City Council to help with the cost of rental and salaries during lockdown.

All fundraising activities were suspended during the reporting year and staff worked hard to secure grants to help the charity adapt to a new way of working and additional costs of PPE, IT equipment and uniforms. Grants secured included Government's Coronavirus Community Support Fund, distributed by The National Lottery Community Fund and Postcode Neighbourhood Trust.

Marketing and communications continued, and a new monthly newsletter was produced which was an added cost to the charity.

The Trustees are grateful for all donations and funds raised and wish to thank individuals and local businesses who have donated funds and arranged fundraising activities during this time.

The Trustees are appreciative of the dedication of the staff team who adapted to a new way of working and systems and continued to provide an excellent service to adults with acquired brain injury and after major trauma.

Financial review

A Financial Reserves formal policy remains in place to maintain at least a six-month level of reserves, and the Trustees are conscious of their responsibilities and monitor the level of reserves to ensure the charity can meet its liabilities. Overarching risks are discussed at regular Trustee and Directors' Board meetings and where considered necessary appropriate professional advice is obtained where they perceive this is required for a specific risk or a particularly high risk.

The Trustees would like to express thanks to Toppings Partnership for their ongoing support of the charity by providing a monthly payroll service, annual accounts and regular financial updates during the pandemic to assist the charity deal with a fast-moving situation.

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

Plans for future periods

The Trustees intend to continue to provide relief to persons who have suffered brain injuries and major trauma injuries, their families, and carers through the provision of services according to the charity's objectives in the future year. The pandemic has changed how the charity operates and the objectives reflect these changes.

Objectives:

1. Hold weekly drop ins and activity days guest speakers, benefits and legal advice, practical workshops and one to one appointments while adhering to Covid 19 restrictions.
2. Maintain the Major Trauma Patient Support Service.
3. Maintain and keep the client database up to date as new service users access our services.
4. Deliver virtual support groups to clients and carers.
5. Distribute resources online to partner agencies and maintain the charity website and social media accounts, produce a newsletter every two months.
6. Build upon existing partnerships and form new partnerships with statutory and voluntary services.
7. Increase fundraising income through online campaigns, the Headway lottery, and public donations.
8. Identify and recruit new volunteers.
9. Identify and apply for appropriate grants/funding opportunities.
10. Keep policies and procedures under review and updated to ensure compliance.
11. Set budgets, monitor income and outgoings, and keep finances up to date.
12. Provide regular supervision, training and support for staff and volunteers.

Structure, governance and management

The company was incorporated at Companies House on 14 June 2011 and was registered as a charity with the Charity Commission on 21 October 2011. It commenced its activities on 22 October 2011 following the transfer of the charitable activities from the unincorporated charity Headway Preston and Chorley. The charity is a company limited by guarantee by its Memorandum and Articles of Association.

The charity is managed by the Trustees who are appointed as per the Trust Deed.

Mr D J Alcock
Ms S J Charnley
Mr B Rutledge
Ms C Carthy
Ms L Sheffield
Mr A Lilley
Ms P McLoughlin
Mr C Lopez
Ms L Goodram
Ms K Wilding
Mr T Hart
Mr Glenn Slater

HEADWAY CENTRAL LANCASHIRE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 30 JUNE 2021*

Small Company Provision

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemptions.

The Trustees report was approved by the Board of Trustees.

Ms S J Charnley
Trustee

22 February 2022

HEADWAY CENTRAL LANCASHIRE

STATEMENT OF TRUSTEES RESPONSIBILITIES

FOR THE YEAR ENDED 30 JUNE 2021

The Trustees, some of whom are also the directors of Headway Central Lancashire for the purpose of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

HEADWAY CENTRAL LANCASHIRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF HEADWAY CENTRAL LANCASHIRE

I report to the Trustees on my examination of the financial statements of Headway Central Lancashire (the charity) for the year ended 30 June 2021.

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 Companies Act 2006 (the 2006 Act).

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 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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.

Daniel Bowles FCCA
Topping Partnership

Incom House
Waterside
Trafford Park
Manchester
M17 1WD

Dated: 22 February 2022

HEADWAY CENTRAL LANCASHIRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Unrestricted funds 2021 £	Restricted funds 2020 £	Total 2020 £
Income from:						
Donations and legacies	3	60,325	119,844	180,169	75,057	123,084
Other trading activities	4	1,101	-	1,101	1,439	1,439
Total income		<u>61,426</u>	<u>119,844</u>	<u>181,270</u>	<u>76,496</u>	<u>124,523</u>
Expenditure on:						
Raising funds	5	198	-	198	1,933	1,933
Charitable activities	6	29,730	69,754	99,484	32,681	97,818
Total resources expended		<u>29,928</u>	<u>69,754</u>	<u>99,682</u>	<u>32,681</u>	<u>99,751</u>
Gross transfers between funds		-	-	-	244	-
Net income for the year/ Net movement in funds		31,498	50,090	81,588	15,590	24,772
Fund balances at 1 July 2020		<u>64,102</u>	<u>25,492</u>	<u>89,594</u>	<u>9,902</u>	<u>64,822</u>
Fund balances at 30 June 2021		<u><u>95,600</u></u>	<u><u>75,582</u></u>	<u><u>171,182</u></u>	<u><u>25,492</u></u>	<u><u>89,594</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

HEADWAY CENTRAL LANCASHIRE

BALANCE SHEET

AS AT 30 JUNE 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Debtors	9	401		401	
Cash at bank and in hand		173,725		91,476	
		<u>174,126</u>		<u>91,877</u>	
Creditors: amounts falling due within one year	10	(2,944)		(2,283)	
Net current assets			171,182		89,594
			<u><u>171,182</u></u>		<u><u>89,594</u></u>
Income funds					
Restricted funds			75,582		25,492
Unrestricted funds			95,600		64,102
			<u>171,182</u>		<u>89,594</u>
			<u><u>171,182</u></u>		<u><u>89,594</u></u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2021.

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 10 February 2022

Ms S J Charnley
Trustee

Company Registration No. 07669175

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies

Charity information

Headway Central Lancashire is a private company limited by guarantee incorporated in England and Wales. The registered office is Heartbeat Centre, Preston North End, Sir Tom Finney Way, Preston, PR1 6PA.

The charity was previously known as Headway Preston & Chorley.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016). 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 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.

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies

(Continued)

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is apportioned between cost headings by reference to the time and resources expended in each of these areas by the employees of the Charity.

1.6 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.

1.7 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 debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. 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 creditors 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 creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.8 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies (Continued)

1.9 Retirement benefits

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

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 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Donations and gifts	18,975	49,667	68,642	32,739	41,334	74,073
Lloyds Grant	41,350	70,177	111,527	42,318	6,693	49,011
	<u>60,325</u>	<u>119,844</u>	<u>180,169</u>	<u>75,057</u>	<u>48,027</u>	<u>123,084</u>

4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Fundraising events	<u>1,101</u>	<u>1,439</u>

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Seeking donations, grants and legacies	198	1,933
	<u>198</u>	<u>1,933</u>

6

Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2021	2020
	£	£
Staff costs	83,070	76,403
Rent	2,865	4,614
Computing Costs	885	182
Printing & Stationery	700	2,877
Telephone	1,578	2,354
Other Office Expenses	6,735	3,590
Volunteer Expenses	22	371
Emergency Fund	2,955	2,240
Other Small Project Expenses	269	2,168
Catering	189	2,803
Bank Charges	216	216
	<u>99,484</u>	<u>97,818</u>
	<u>99,484</u>	<u>97,818</u>
Analysis by fund		
Unrestricted funds	29,730	65,137
Restricted funds	69,754	32,681
	<u>99,484</u>	<u>97,818</u>
For the year ended 30 June 2020		
Unrestricted funds	65,137	
Restricted funds	32,681	
	<u>97,818</u>	

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

7 Trustees

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

8 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	7	6
	<u>7</u>	<u>6</u>
Employment costs	2021	2020
	£	£
Wages and salaries	81,776	75,326
Other pension costs	1,294	1,077
	<u>83,070</u>	<u>76,403</u>
	<u>83,070</u>	<u>76,403</u>

No employees received employee benefits of more than £60,000 during the year (2020: £Nil).

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

9 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Prepayments and accrued income	401	401
	<u>401</u>	<u>401</u>

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	2,944	2,027
Other creditors	-	256
	<u>2,944</u>	<u>2,283</u>
	<u>2,944</u>	<u>2,283</u>

11 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,294 (2020 - £1,077).

HEADWAY CENTRAL LANCASHIRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

12 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 30 June 2021 are represented by:						
Current assets/ (liabilities)	171,182	-	171,182	89,594	-	89,594
	<u>171,182</u>	<u>-</u>	<u>171,182</u>	<u>89,594</u>	<u>-</u>	<u>89,594</u>

13 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	<u>5,007</u>	<u>5,007</u>

During the year the company paid £5,007 (2019: £5,007) in lease payments included as an expense in the accounts.

14 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).