

REGISTERED COMPANY NUMBER: 08456146 (England and Wales)
REGISTERED CHARITY NUMBER: 1156338

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31st March 2023
for
HEALTHWATCH KIRKLEES**

Riley & Co Limited
Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW

HEALTHWATCH KIRKLEES

**Contents of the Financial Statements
for the Year Ended 31st March 2023**

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7 to 8
Notes to the Financial Statements	9 to 16
Detailed Statement of Financial Activities	17 to 18

**Report of the Trustees
for the Year Ended 31st March 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the charity are the advancement of health and the relief of those in need by reason of youth, age, ill-health, disability or financial hardship by:-

- (a) providing information and advice to the general public about local health and social care services,
- (b) making the views and experiences of members of the general public known to health and social care providers,
- (c) enabling local people to have a voice in the development, delivery and equality of access to local health and care services and facilities,
- (d) conducting research into relevant health and social care issues and making public the useful results of such research, and
- (e) providing training and the development of skills of volunteers and the wider community in understanding, scrutinising, reviewing and monitoring health and care services and facilities

Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENT AND PERFORMANCE

Charitable activities for the year and in the future

Over the past year, Healthwatch Kirklees and Calderdale have focused on listening to people who often go unheard, who have not spoken to us before, and those who face barriers with current ways of feeding back to the health and social care system.

We have developed new creative ways of gathering feedback and showed people their voices are being heard by decision makers. We wanted our work to be more than just another survey, strategy, or report. So we put time into understanding what matters most in our local community.

We've used data to our advantage, started innovative plans for change, and worked in partnership to kickstart broader impact in the future.

In our annual report, you'll learn about how passionate our team is about helping each person that contacts us. How we've made changes based on public feedback and how we've used our seat at NHS and West Yorkshire Integrated Care Board (WYICB) level to amplify the voices, needs, and inspiring ideas for change from local people.

With exciting plans for what's coming next, we hope you'll follow the journey of our projects into 2023-24.

Melvyn Ingleson
Chairperson

**Report of the Trustees
for the Year Ended 31st March 2023**

FINANCIAL REVIEW

Financial position

The charity has received income in the year of £364,945 (2022: £373,665), this includes £152,134 (2022: £132,000) from Calderdale MBC for Healthwatch Calderdale and NHS Complaints Advocacy and £184,500 (2022: £184,500) from Kirklees MC for the Healthwatch Kirklees contract. Other income was also received totalling £28,311, including funding from Healthwatch Leeds of £7,000 and NHS West Yorkshire of £8,333

Expenditure for the year was £367,944 (2022: £345,637).

The statement of financial activities shows a deficit for the year of £2,999 (2022: £28,028 surplus). Unrestricted funds brought forward were £275,550 leaving unrestricted funds carried forward of £272,551.

Reserves policy

Healthwatch Kirklees aims to achieve a reserves target of £130,000 by 31st March 2024. Healthwatch Kirklees intends to reduce the unrestricted reserves of the organisation through agreed and budgeted spend to meet the organisation's objectives, as listed in the Articles of Association.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is limited company, limited by guarantee, and as such is controlled by its Memorandum and Articles of Association, dated 21 March 2013, and amended 5 February 2014 and 27 July 2022.

Recruitment and appointment of new trustees

The Charity board is made up of the following:-

- (a) one person nominated by each of the organisations that are members of the Charity, normally one person who holds the post of chief executive or equivalent, and
- (b) up to five persons recruited from the community served by the Charity

Liability of members

The liability of each member organisation that is a member is limited to £1, being the amount that each member undertakes to contribute to the assets of the Charity in the event of its being wound up while a member or within one year after ceasing to be a member, for:-

- (a) payment of the Charity's debts and liabilities contracted before the member ceased to be a member,
- (b) payment of the costs, charges and expenses of winding up, and
- (c) adjustment of the rights of the contributories among themselves

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

08456146 (England and Wales)

Registered Charity number

1156338

Registered office

Elsie Whiteley Innovation Centre
Hopwood Lane
Halifax
West Yorkshire
HX1 5ER

**Report of the Trustees
for the Year Ended 31st March 2023**

Trustees

J W Booth
L Butland
M R Fennelly
L C Hodgson
M J Ingleson (appointed 1/2/23)
S King
M Laher
P Peart (resigned 10/8/22)
N E Whittingham (Acting Chair)
T Wilkinson
D A Wood

Company Secretary

S L Appleyard

Independent Examiner

Riley & Co Limited
Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW

Chief Executive/s

Stacey Appleyard / Karen Huntley

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Healthwatch Kirklees for the purposes of company law) are responsible for preparing the Report of the Trustees 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

Approved by order of the board of trustees on ^{22/08/2023} and signed on its behalf by:

**Report of the Trustees
for the Year Ended 31st March 2023**



.....
N E Whittingham - Trustee

**Independent Examiner's Report to the Trustees of
Healthwatch Kirklees (Registered number: 08456146)**

Independent examiner's report to the trustees of Healthwatch Kirklees ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

V J Atkinson FCA
The Institute of Chartered Accountants in England and Wales

Riley & Co Limited
Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW

Riley & Co Limited

Date: *22 August 2023*

HEALTHWATCH KIRKLEES

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31st March 2023

		31/3/23 Unrestricted fund £	31/3/22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Charitable activities	2		
Healthwatch Calderdale		158,134	132,000
Healthwatch Kirklees		204,146	184,500
Investment & core activities		2,665	57,165
Total		364,945	373,665
EXPENDITURE ON			
Charitable activities	3		
Healthwatch Calderdale		149,368	127,469
Healthwatch Kirklees		182,548	184,319
Investment & core activities		36,028	33,849
Total		367,944	345,637
NET INCOME/(EXPENDITURE)		(2,999)	28,028
RECONCILIATION OF FUNDS			
Total funds brought forward		275,550	247,522
TOTAL FUNDS CARRIED FORWARD		272,551	275,550

The notes form part of these financial statements

HEALTHWATCH KIRKLEES (REGISTERED NUMBER: 08456146)

**Balance Sheet
31st March 2023**

	Notes	31/3/23 Total funds £	31/3/22 Total funds £
CURRENT ASSETS			
Debtors	11	42,285	10,966
Cash at bank		274,437	294,026
		<u>316,722</u>	<u>304,992</u>
CREDITORS			
Amounts falling due within one year	12	(44,171)	(29,442)
		<u>272,551</u>	<u>275,550</u>
NET CURRENT ASSETS			
		<u>272,551</u>	<u>275,550</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>272,551</u>	<u>275,550</u>
NET ASSETS		<u>272,551</u>	<u>275,550</u>
FUNDS	13		
Unrestricted funds:			
General fund		272,551	275,550
TOTAL FUNDS		<u>272,551</u>	<u>275,550</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Balance Sheet - continued
31st March 2023

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

The financial statements were approved by the Board of Trustees and authorised for issue on 22/08/2023..... and were signed on its behalf by:



.....
N E Whittingham - Trustee

HEALTHWATCH KIRKLEES

Notes to the Financial Statements for the Year Ended 31st March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

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

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 100% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of any restricted fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2023

2. INCOME FROM CHARITABLE ACTIVITIES

				31/3/23	31/3/22
	Healthwatch Calderdale £	Healthwatch Kirklees £	Investment & core activities £	Total activities £	Total activities £
Kirklees MC - Healthwatch contract	-	184,500	-	184,500	184,500
Calderdale MBC - Healthwatch	152,134	-	-	152,134	132,000
Kirklees MC - JHWS Public Engagement	-	-	-	-	16,615
South West Yorkshire Partnership - HW Support	-	-	-	-	-
Recovery and Reset	-	-	-	-	40,000
HW Kirklees - ICS	-	5,000	-	5,000	-
HW Calderdale - ICS	5,000	-	-	5,000	-
Healthwatch Leeds	1,000	6,000	-	7,000	-
NHS West Yorkshire	-	8,333	-	8,333	-
Other charitable income	-	313	2,665	2,978	550
	<u>158,134</u>	<u>204,146</u>	<u>2,665</u>	<u>364,945</u>	<u>373,665</u>

3. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 4) £	Support costs (see note 5) £	Totals £
Healthwatch Calderdale	144,718	4,650	149,368
Healthwatch Kirklees	182,548	-	182,548
Investment & core activities	36,028	-	36,028
	<u>363,294</u>	<u>4,650</u>	<u>367,944</u>

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2023

4. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31/3/23	31/3/22
	£	£
Staff costs	299,554	272,872
Rates and water	72	435
Insurance	2,878	2,439
Telephone and internet	4,760	3,094
Postage and stationery	1,052	785
Advertising	765	889
Sundries	9,936	1,764
Rent	2,922	19,651
Cleaning	1,365	-
Computer repairs and maintenance	15,458	12,191
Training	4,370	3,231
Motor and travel expenses	7,991	6,683
Consultancy fees	636	233
Management and administration fees	11,321	11,625
Bank charges	214	210
Depreciation	-	7,338
	<u>363,294</u>	<u>343,440</u>

5. SUPPORT COSTS

	Governance costs
	£
Healthwatch Calderdale	<u>4,650</u>

Support costs, included in the above, are as follows:

	31/3/23 Healthwatch Calderdale	31/3/22 Total activities
	£	£
Accountancy and legal fees	<u>4,650</u>	<u>2,197</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/3/23	31/3/22
	£	£
Depreciation - owned assets	<u>-</u>	<u>7,338</u>

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2023

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

8. STAFF COSTS

	31/3/23	31/3/22
	£	£
Wages and salaries	263,466	240,141
Social security costs	17,645	15,968
Other pension costs	18,443	16,763
	<u>299,554</u>	<u>272,872</u>

The average monthly number of employees during the year was as follows:

	31/3/23	31/3/22
Management	2	2
Charitable activities	10	8
	<u>12</u>	<u>10</u>

No employees received emoluments in excess of £60,000.

The key management personnel of the charity have been identified as the directors of Kirklees and Calderdale Healthwatch. The aggregate employment benefits, including employers national insurance and pension contributions, for these key management personnel for the year was £82,112 (2022 : £56,709). The remuneration of the key management is set by the trustee board and reviewed annually.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Healthwatch Calderdale	132,000
Healthwatch Kirklees	184,500
Investment & core activities	<u>57,165</u>
Total	<u>373,665</u>
EXPENDITURE ON	
Charitable activities	
Healthwatch Calderdale	127,469
Healthwatch Kirklees	184,319

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund
	£
Investment & core activities	33,849
Total	345,637
NET INCOME	28,028
RECONCILIATION OF FUNDS	
Total funds brought forward	247,522
TOTAL FUNDS CARRIED FORWARD	275,550

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1st April 2022	2,357	35,264	37,621
Disposals	(2,357)	(35,264)	(37,621)
At 31st March 2023	-	-	-
DEPRECIATION			
At 1st April 2022	2,357	35,264	37,621
Eliminated on disposal	(2,357)	(35,264)	(37,621)
At 31st March 2023	-	-	-
NET BOOK VALUE			
At 31st March 2023	-	-	-
At 31st March 2022	-	-	-

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/23	31/3/22
	£	£
Trade debtors	31,396	-
Other debtors	5,267	4,823
Prepayments and accrued income	5,622	6,143
	<u>42,285</u>	<u>10,966</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/23	31/3/22
	£	£
Trade creditors	4,505	1,209
Social security and other taxes	5,480	4,421
VAT	7,411	17,302
Credit Card	293	313
Accruals and deferred income	26,482	6,197
	<u>44,171</u>	<u>29,442</u>

13. MOVEMENT IN FUNDS

	At 1/4/22	Net movement in funds	At 31/3/23
	£	£	£
Unrestricted funds			
General fund	275,550	(2,999)	272,551
	<u>275,550</u>	<u>(2,999)</u>	<u>272,551</u>
TOTAL FUNDS	<u>275,550</u>	<u>(2,999)</u>	<u>272,551</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	364,945	(367,944)	(2,999)
	<u>364,945</u>	<u>(367,944)</u>	<u>(2,999)</u>
TOTAL FUNDS	<u>364,945</u>	<u>(367,944)</u>	<u>(2,999)</u>

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued
for the Year Ended 31st March 2023

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
Unrestricted funds			
General fund	247,522	28,028	275,550
TOTAL FUNDS	<u>247,522</u>	<u>28,028</u>	<u>275,550</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	373,665	(345,637)	28,028
TOTAL FUNDS	<u>373,665</u>	<u>(345,637)</u>	<u>28,028</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/21 £	Net movement in funds £	At 31/3/23 £
Unrestricted funds			
General fund	247,522	25,029	272,551
TOTAL FUNDS	<u>247,522</u>	<u>25,029</u>	<u>272,551</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	738,610	(713,581)	25,029
TOTAL FUNDS	<u>738,610</u>	<u>(713,581)</u>	<u>25,029</u>

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2023

14. RELATED PARTY DISCLOSURES

The charity rents offices and receives associated management services from Kirklees Citizens Advice and Law Centre, Nick Whittingham a trustee of Healthwatch Kirklees is the Chief Executive at Kirklees Citizens Advice and Law Centre.

Management fees paid in the year were £11,321 (2022 : £25,387 includes rent and services charges), the balance outstanding at the year end was £Nil (2022 : £Nil).

15. ULTIMATE CONTROLLING PARTY

The charity is under the control of the board of trustees.

HEALTHWATCH KIRKLEES

Detailed Statement of Financial Activities for the Year Ended 31st March 2023

	31/3/23 £	31/3/22 £
INCOME AND ENDOWMENTS		
Charitable activities		
Kirklees MC - Healthwatch contract	184,500	184,500
Calderdale MBC - Healthwatch	152,134	132,000
Kirklees MC - JHWS Public Engagement	-	16,615
South West Yorkshire Partnership - HW Support		
Recovery and Reset	-	40,000
HW Kirklees - ICS	5,000	-
HW Calderdale - ICS	5,000	-
Healthwatch Leeds	7,000	-
NHS West Yorkshire	8,333	-
Other charitable income	2,978	550
	<hr/>	<hr/>
	364,945	373,665
Total incoming resources	364,945	373,665
EXPENDITURE		
Charitable activities		
Wages	263,466	240,141
Social security	17,645	15,968
Pensions	18,443	16,763
Rates and water	72	435
Insurance	2,878	2,439
Telephone and internet	4,760	3,094
Postage and stationery	1,052	785
Advertising	765	889
Sundries	9,936	1,764
Rent	2,922	19,651
Cleaning	1,365	-
Computer repairs and maintenance	15,458	12,191
Training	4,370	3,231
Motor and travel expenses	7,991	6,683
Consultancy fees	636	233
Management and administration fees	11,321	11,625
Bank charges	214	210
Depreciation - computer equipment	-	7,338
	<hr/>	<hr/>
	363,294	343,440
Support costs		

This page does not form part of the statutory financial statements

HEALTHWATCH KIRKLEES

Detailed Statement of Financial Activities for the Year Ended 31st March 2023

	31/3/23 £	31/3/22 £
Support costs		
Governance costs		
Accountancy and legal fees	4,650	2,197
Total resources expended	367,944	345,637
Net (expenditure)/income	(2,999)	28,028

This page does not form part of the statutory financial statements