

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
FOR
HEALTHWATCH DARLINGTON LIMITED
(A COMPANY LIMITED BY GUARANTEE)

Momentum Taxation and Accountancy Ltd
Harelands Courtyard Offices
Moor Road
Melsonby
Richmond
North Yorkshire
DL10 5NY

HEALTHWATCH DARLINGTON LIMITED

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FOR THE YEAR ENDED 31 MARCH 2022

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REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

The trustees who are also directors of the charity for the purpose of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the proviso's of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

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) providing training and the development of skills for volunteers and the wider community in the understanding,scrutinising, reviewing and monitoring Local Health and Care Services and Facilities

Public Benefit

All activities undertaken by Healthwatch Darlington subscribe to our charitable aims and are carried out for the public benefit. The charitable aims have been developed and decisions relating to activities undertaken by the charity have been informed with due regard to the guidance on public benefit published by the Charities Commission.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Charitable objectives against activities delivered in 2021-2022

Objective 1 - providing Information and Advice to the general public about local Health and Social Care Services.

Activities

Because of restrictions imposed during the pandemic face to face contacts with members of the public has been severely restrained. However, we have been able to resume face to face meetings within the community as well as holding hybrid meetings to promote inclusivity. Staff are working from home permanently now apart from face to face meetings and community information hubs. Online contact is maintained via our website and the production of an electronic newsletter and social media.

Objective 2 - making the views and experiences of members of the general public known to Health and Health and Social Care providers.

Activities

Regular attendance at meetings held with health and social care providers, including attendance at the Well Being Board

Objective 3 - enabling local people to have a voice in the development, delivery and equality of access to local Health and Care Services and Facilities

Activities

Due to the technological and digital opportunities created by the pandemic restrictions, people now have more of a choice in how they interact with us, either face to face at our community hubs, online via various teleconference facilities or phone, website and social media.

Objective 4 - providing training and the development of skills for volunteers and the wider community in understanding, scrutinising, reviewing and monitoring Local Health and Care Services and Facilities

Activities

We conduct weekly alternate Zoom or face to face meetings with volunteers. Staff attend meetings either online or face to face with a range of public, private and voluntary and community sector stakeholders. Two board members attend meetings of the Governing Council and the subcommittees of County Durham and Darlington NHS Foundation Trust, and contacts are maintained with Tees Esk and Wear Valley NHS Foundation Trust and other providers. Healthwatch Darlington also facilitate regular meetings of the DOT network (Darlington Organisations Together) which has remained popular throughout the pandemic and is planning face to face meetings in the future.

FINANCIAL REVIEW

Financial summary

Full details of the Charitable Company's financial position can be found in the accompanying financial statements attached to this report. The Statement of Financial Activities shows total incoming resources of £140,229 (2021 - £106,315). Total resources expended were £139,331 (2021 - £111,996). This resulted in a profit for the year of £858 (2021 - deficit of £5,681).

Principal funding sources

The core contract of £75,170 (2020 - £70,310) was received from Darlington Borough Council provided by the Department of Health for the creation of Healthwatch in each local authority within England.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

FINANCIAL REVIEW

Reserves policy

Healthwatch Darlington aims to comply with the recommendations of the Charity Commission by maintaining reserves at between 3 and 6 months of planned expenditure. At 31 March 2022 free reserves amounted to £53,495 which is just over the optimum reserves level.

The board have established designated fund for potential redundancy costs in the case that the contract with Darlington Borough Council is was not extended beyond 31 March 2022. This reserve is adjusted annually on the basic of employees' period of employment with Healthwatch Darlington Limited and predecessor organisations where redundancy liability has been transferred.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is registered as a Charitable Company limited by guarantee and was incorporated in accordance with its Memorandum of Association on 2nd October 2013 commencing activity 1st April 2014. The Charitable Company is constituted under it's Memorandum of Association and is a registered charity (number 1156388) .The Articles of Association have been approved by the Charity Commission.

Recruitment and appointment of new trustees

Trustees are appointed after appropriate recruitment procedures.

Organisational structure

The senior staff member of Healthwatch Darlington is responsible to the board of Trustees. He or she manages the work of the staff whose roles include administration, bid for funding, finance and service delivery. Staff of Heathwatch Darlington are responsible to the senior staff member as their line manager.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

The Board of Healthcare Darlington Limited recognizes the good practice of ensuring induction for Board members.

The induction process has three components, which may be notified, as required, depending on the previous knowledge and experience of the new Trustee.

1- Understanding the business

New Trustees are provided with copies of the structure of the Charity together with copies of the governing document and the details of the Charitable objectives.

2- Meeting with the Chair and senior Staff member of Healthcare Darlington

There is a joint meeting with the Chair and senior staff member of the Charity. The purpose of the meeting is to clarify aspects of the Trustee's role and to allow the Trustee to gain a deeper understanding of the operation of the Charity.

3. Introduction to the Operational aspects of the organization

The purpose of this activity is to provide the new Trustee with an understanding of the operational aspects of the organization and the work of the staff team. This will include an introduction to the staff team.

To inform the Board monitoring process, new trustees will be supplied with the documentation listed below and directed to the Healthwatch Darlington website and social media pages. They will be asked to sign a document to confirm that they have been supplied with them and have read the specified material.

- a copy of the governance policies and procedures
- a copy of the staff handbook
- a copy of the Charity Commission documents "The Essential Trustee: What you need to know" and "The Hallmarks of an Effective Charity"
- an up to date copy of the Memorandum and Articles of Association and notes of the Charity and Company registration numbers.
- an organisation chart
- e-mail and telephone contact numbers for the other trustees and staff
- Minutes of the Board and sub-committee meetings for the previous twelve months
- the schedule of meetings for the Board and sub-committees
- details of advisors to the Board
- copy of the latest management accounts
- details of contractual obligations agreed by the Board and any litigation undertaken by or against the Charity
- details of insurances held
- financial controls

Related parties

There are no related parties.

Risk assessment

Risk assessment and management is built into the work of the Board of Trustees and risks of individual projects and activities are assessed on a case by case basis.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

08714438 (England and Wales)

Registered Charity number

1156388

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

Registered office

Sterling House
22 St Cuthbert's Way
Darlington
Co. Durham
DL1 1GB

Trustees

V Johnston
S E Mcallister
S Soulsby
Dr R T P Upshall
G Waite (resigned 23/7/2021)

Independent Examiner

Momentum Taxation and Accountancy Ltd
Harelands Courtyard Offices
Moor Road
Melsonby
Richmond
North Yorkshire
DL10 5NY

Bankers

The Cooperative Bank
P.O. Box 250
Delf House
Southway
Skelmersdale
WN8 7QT

Approved by order of the board of trustees on 21 November 2022 and signed on its behalf by:

Dr R T P Upshall - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HEALTHWATCH DARLINGTON LIMITED

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

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

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

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.

P Cartwright
ACCA
Momentum Taxation and Accountancy Ltd
Harelands Courtyard Offices
Moor Road
Melsonby
Richmond
North Yorkshire
DL10 5NY

Date:

HEALTHWATCH DARLINGTON LIMITED**STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities		<u>140,229</u>	<u>-</u>	<u>140,229</u>	<u>106,315</u>
EXPENDITURE ON					
Charitable activities					
CHARITY		139,331	-	139,331	111,994
NET INCOME/(EXPENDITURE)		898	-	898	(5,679)
RECONCILIATION OF FUNDS					
Total funds brought forward		52,597	11,524	64,121	69,800
TOTAL FUNDS CARRIED FORWARD		<u>53,495</u>	<u>11,524</u>	<u>65,019</u>	<u>64,121</u>

The notes form part of these financial statements

BALANCE SHEET
31 MARCH 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
CURRENT ASSETS					
Debtors	8	4,700	-	4,700	4,700
Cash at bank and in hand		<u>58,057</u>	<u>11,524</u>	<u>69,581</u>	<u>68,671</u>
		62,757	11,524	74,281	73,371
CREDITORS					
Amounts falling due within one year	9	(9,262)	-	(9,262)	(9,250)
NET CURRENT ASSETS		<u>53,495</u>	<u>11,524</u>	<u>65,019</u>	<u>64,121</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		53,495	11,524	65,019	64,121
NET ASSETS		<u>53,495</u>	<u>11,524</u>	<u>65,019</u>	<u>64,121</u>
FUNDS	10				
Unrestricted funds				53,495	52,597
Restricted funds				<u>11,524</u>	<u>11,524</u>
TOTAL FUNDS				<u>65,019</u>	<u>64,121</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 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
31 MARCH 2022

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 21 November 2022 and were signed on its behalf by:

R T P Upshall - Trustee

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.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions and is recognised as earned. Grant income included in this category provides funding to support performance activities and is recognised where entitlement, certainty of receipt and the amount can be measured with reasonable certainty. Income received to deliver services over a specified period covering more than one financial year is accounted for over the specified period: related expenditure is accounted for when incurred.

Investment income relates to interest earned through holding assets on deposit.

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.

Computer equipment - 33.33% on cost

Taxation

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

Pension costs and other post-retirement benefits

The charitable company contributes to a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charitable company. The annual contributions payable are charged to the SOFA.

HEALTHWATCH DARLINGTON LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

2. NET INCOME/(EXPENDITURE)

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

	2022	2021
	£	£
Other non-audit services	1,500	1,200
Other operating leases	<u>6,709</u>	<u>3,975</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

4. STAFF COSTS

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

	2022	2021
	<u>4</u>	<u>5</u>
Charitable staff		

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

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	<u>106,315</u>	<u>-</u>	<u>106,315</u>
EXPENDITURE ON			
Charitable activities			
CHARITY	111,994	-	111,994
NET INCOME/(EXPENDITURE)	(5,679)	-	(5,679)
Transfers between funds	<u>(1,357)</u>	<u>1,357</u>	<u>-</u>
Net movement in funds	(7,036)	1,357	(5,679)
RECONCILIATION OF FUNDS			
Total funds brought forward	59,633	10,167	69,800

HEALTHWATCH DARLINGTON LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund	Restricted fund	Total funds
	£	£	£
TOTAL FUNDS CARRIED FORWARD	<u>52,597</u>	<u>11,524</u>	<u>64,121</u>

6. LEGAL STATUS

Healthwatch Darlington Limited is a Company Limited by Guarantee in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

7. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2021 and 31 March 2022	<u>11,098</u>
DEPRECIATION	
At 1 April 2021 and 31 March 2022	<u>11,098</u>
NET BOOK VALUE	
At 31 March 2022	<u>-</u>
At 31 March 2021	<u>-</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Prepayments and accrued income	<u>4,700</u>	<u>4,700</u>

HEALTHWATCH DARLINGTON LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	7,191	7,179
Accruals and deferred income	<u>2,071</u>	<u>2,071</u>
	<u>9,262</u>	<u>9,250</u>

10. MOVEMENT IN FUNDS

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
Unrestricted funds			
General fund	52,597	898	53,495
Restricted funds			
Designated Funds	11,524	-	11,524
TOTAL FUNDS	<u>64,121</u>	<u>898</u>	<u>65,019</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	140,229	(139,331)	898
TOTAL FUNDS	<u>140,229</u>	<u>(139,331)</u>	<u>898</u>

Comparatives for movement in funds

	At 1/4/20 £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
Unrestricted funds				
General fund	59,633	(5,679)	(1,357)	52,597
Restricted funds				
Designated Funds	10,167	-	1,357	11,524
TOTAL FUNDS	<u>69,800</u>	<u>(5,679)</u>	<u>-</u>	<u>64,121</u>

HEALTHWATCH DARLINGTON LIMITED**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31 MARCH 2022**10. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	106,315	(111,994)	(5,679)
TOTAL FUNDS	<u>106,315</u>	<u>(111,994)</u>	<u>(5,679)</u>

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

	At 1/4/20 £	Net movement in funds £	Transfers between funds £	At 31/3/22 £
Unrestricted funds				
General fund	59,633	(4,781)	(1,357)	53,495
Restricted funds				
Designated Funds	10,167	-	1,357	11,524
TOTAL FUNDS	<u>69,800</u>	<u>(4,781)</u>	<u>-</u>	<u>65,019</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	246,544	(251,325)	(4,781)
TOTAL FUNDS	<u>246,544</u>	<u>(251,325)</u>	<u>(4,781)</u>

HEALTHWATCH DARLINGTON LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

11. EMPLOYEE BENEFIT OBLIGATIONS

Healthwatch Darlington Limited operates a defined contribution scheme which commenced 31 March 2015.

Pension contributions amounted to £5,562 for the year ended 31 March 2022 (2021 - £5,745), there are 3 employees participating in the scheme during the period.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.