

Charity registration number 1156538 (England and Wales)

OXFORD HEAD INJURY SERVICES
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

OXFORD HEAD INJURY SERVICES

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J Balinski	
	Dr R Lowe	
	R Mackman	
	D Beresford-Green	
	L Norton	(Appointed 17 September 2024)
	M Jackson	(Appointed 21 January 2025)
	P Gwynne	(Appointed 20 May 2025)
Charity number (England and Wales)	1156538	
Independent examiner	Gravita Audit Oxford LLP First Floor, Park Central 40-41 Park End Street Oxford OX1 1JD	

OXFORD HEAD INJURY SERVICES

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OXFORD HEAD INJURY SERVICES

CHAIRMAN'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2025

I am very pleased to report another strong year for Oxford Head Injury Services (OHIS) as we continue to expand and develop our services to meet the growing need to support people who are affected by a brain injury. These achievements have been made in spite of rising costs, and a tough economic climate, when the challenge of raising money has never been harder.

For over 30 years OHIS has supported individuals and families affected by acquired brain injury. Our mission is to make lasting improvements in the recovery and wellbeing of people affected by brain injury across the whole of Oxfordshire, by providing rehabilitation, information, advocacy and companionship.

This year we launched a new strategic plan for 2024-2027 with 4 pillars:

- to extend and improve our service provision and reach
- to maximise the effective use of our resources
- to develop and strengthen our network of supporters and build on new and existing partnerships
- to achieve and maintain financial stability

Our annual opinion survey amongst service users and their carers, provided valuable insights around shaping, extending and introducing new services. The feedback about our current support was overwhelmingly positive and we have included an impact report in this annual report to show examples of the difference we make to the recovery and wellbeing of those living with a brain injury in Oxfordshire.

I am hugely grateful to the staff team and volunteers for their hard work, dedication and generosity, and especially the way every day, they approach all our service users with great understanding, patience and compassion.

There is clear evidence that demand, and the complexity of support needed continues to grow across the county. In Oxfordshire, 4000 people are admitted to hospital each year with a severe brain injury. That is the equivalent of 11 admissions per day. The impact of an acquired brain injury varies widely. No two people will have the same experience and may be affected physically, cognitively and/or emotionally. Some people will have physical weakness or suffer severe short term memory loss, or lose the ability to speak, read or write, or they may undergo a significant personality change. Everyday life and relationships for the whole family are turned upside down. Medical teams find it hard to predict how much a person may recover and how long it will take – weeks, months or years. The future is often uncertain, with financial hardship and lack of employment making it so hard for people to maintain their hope, motivation and determination to rebuild their lives.

The Activity and Rehabilitation Centre (ARC), located in Kennington is a key facility to provide services and has a gym, a café, a garden, and offers wide range of professional therapies and stimulating activities, including physiotherapy, cooking, art and music. We are committed to involving the person's family in discussing needs and building a tailored care plan which ensures personal rehabilitation goals are met. We regularly host carer events and facilitate social support and a sense of community.

Although some of our services users are referred to us by our local authority, Oxfordshire County Council, not everyone is in the position to have a personal budget or the personal savings to cover the cost of all the essential services they need. Therefore we rely heavily on donations from individuals, the community, corporate partnerships and income from grants to meet the costs of services.

Understandably, the NHS is unable to fund any of our rehabilitation activities. However, we are immensely proud of our relationship and partnership working with Oxford University Hospitals and the Oxford Centre of Enablement.

This year the Board took the decision to maintain our existing services and develop new services by using funds from reserves to fully cover service costs, whilst we built our fundraising capability. Therefore, our financial statement shows that we made an overall loss of £174,212 (including £38k of property depreciation), for the year ended 31 March 2025.

Total cash reserves at year end were £510,294 (2024: £628,066).

Income from Grants, Events & Donations of £47,922 (2024: £30,675).

Total Income for the year was £407,409 (2024: £329,197).

Total expenditure for the year was £581,621 (including £40k of depreciation) (2024: £501,054).

OXFORD HEAD INJURY SERVICES

CHAIRMAN'S STATEMENT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

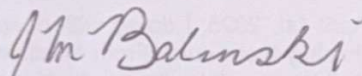
To continue to maintain and develop our range of innovative services, next year we will need to significantly increase income from fundraising, staff and volunteer numbers, and continue to develop partnerships. The Board has launched a new fundraising strategy which focusses on 4 areas: strengthening our supporter base, building partnerships with local businesses and legal firms, raising awareness through community events, and increasing grant applications. We will also be investing in marketing and communications to refresh our website, extend our reach, and raise awareness of our services and the benefits we bring. It's an exciting and rewarding time to be involved with OHIS.

We are planning new fundraising ventures to include businesses and legal partners who champion our cause, and setting up a membership scheme for those supporters who would like to donate regularly. Our projects and new services and therapies continue to be highly attractive to trusts and foundations. The year ahead will see us providing interesting and quality engagement to those that support our endeavours. We continue to be deeply grateful to all our current supporters and funders.

Following the resignation of Claire Periton in January 2025, the Board of Trustees took the decision to reorganise the senior management team and to strengthen marketing, communications and fundraising. Michelle Koukoulis was promoted to joint CEO with overall responsibility for operations and client services. We have begun recruitment for the other new jobs covering external relations and income generation.

I am very grateful to our excellent Board of Trustees for their wise governance and enthusiastic commitment to the Charity. We will continue to strengthen our capabilities by recruiting two trustees into specialist areas next year. A warm welcome to our newest trustees, Lucy Cook and Mark Jackson.

Thank you to everyone: our staff, volunteers, supporters, funders, partners and statutory bodies. I look forward to another year whereby working as a supportive, collaborative and extended team we can make a huge difference to the lives of those affected by brain injury across Oxfordshire.



Jane Balinski
Chair of Trustees

Date: 28-10-25

OXFORD HEAD INJURY SERVICES

CHIEF EXECUTIVE OFFICER'S REPORT

FOR THE YEAR ENDED 31 MARCH 2025

"Hope begins with the right support and that's what Oxford Head Injury Services delivers every day."

This past year has been one of transformation shaped by sector-wide challenges, evolving community needs, and the growing effects of the cost-of-living crisis. Yet through it all, Oxford Head Injury Services has remained a steady hand and a strong voice for those affected by brain injury.

Amid the uncertainty, one thing has been constant:

Our team's extraordinary heart, skill, and tenacity. Every achievement, every milestone has been powered by individuals who show up with purpose, creativity, and compassion. I am endlessly proud to lead alongside such a remarkable group.

Highlights from 2024/2025:

- Sustained free access to vital client services despite rising costs.
- Refined volunteer recruitment to enhance quality of care.
- Strengthened partnerships across health, education, and support networks.
- Introduced new data tools to enhance impact measurement and planning, while ensuring cost control through the use of cost-effective supplier contracts.
- Centre improvements to enhance our service users experience.
- 3883 Service user sessions supported across our Activity and Rehabilitation Centre and community support.
- Opened up a Wednesday Activity Session, and now operating across 4 days a week with the view to open 5 days a week moving into 2025/2026
- 727 hours of personal training.
- 349 hours of physiotherapy.
- 329 hours support given to those leaving hospital after a brain injury.

As I stepped into the role of Joint CEO / Operations and Client Services as of April 1st, 2025, I do so with deep gratitude. Internally, our organisation is evolving, and it is our people who are shaping that future. From frontline specialists to behind-the-scenes changemakers, every team member plays a part in this powerful collective impact.

Our Chair and Board of Trustees are the backbone of our charity and central to the successes we strive to achieve in the year ahead. The support we receive from our Chair is both unwavering and truly invaluable.

My vision is for Oxford Head Injury Services to continue leading as a centre of excellence in delivering exceptional care and uplifting communities and creating brighter futures for individuals living with brain injury.

Over the past 12 months, I've learned valuable lessons that have inspired me to rethink and reshape how our charity is run. These insights will guide us in building a stronger, more sustainable future, and one that remains rooted in our values while evolving to meet the changing needs of those we serve.

"You didn't just help me adjust to life after my brain injury you reminded me I still have one."
Client quote.

What our team say:

1. "Being part of OHIS has been the highlight of my working life. Each day I look forward to coming to work, I look forward to seeing the service users and my incredible colleagues who all have the same motivation for their work - to make others' lives better. To be in a place where kindness, patience, support, and laughter happens daily truly makes the world a better place and makes being human the most rewarding.

I know that my opinions and ideas are valued and I have had all the encouragement and support to grow in my role, and for that I am so grateful. Overall, I am proud to be part of this amazing charity".

2. "Working for Oxford Head Injury Services doesn't feel like actual working. Experiencing how the Charity supports those affected by a Brain Injury, including families as a whole is so humbling seeing smiles on faces, hearing laughter in the Activity Rehabilitation Centre and the hidden joy in an individual's eyes who is now non-verbal due to their Brain Injury makes the job worthwhile a million times over. Oxford Head Injury Services team strive every day to make the smallest difference to the service user and their families, and I honestly say it is an honour to be part of this amazing Team".

OXFORD HEAD INJURY SERVICES

CHIEF EXECUTIVE OFFICER'S REPORT

FOR THE YEAR ENDED 31 MARCH 2025

3. The first time a client who was very depressed, grieving for the life he had lost, laughed in one of our first sessions, I breathed a sigh of relief because I knew he had connected with me, and we could start to move forward with his rehabilitation.

I am with a client, teaching him to read again after had lost his ability to read after a stroke. It was a joy when he finished his first novel after 12 months of hard work. He was so pleased with himself. We read three more crime novels and are now reading Nicolas Nickleby by Charles Dickens. The client keeps saying he never thought he would be a reader again and he can't believe he can now read Dickens! I had never read a crime fiction or Charles Dickens; I have thanked this client for introducing me to other genres of books and rekindling my love of reading.

I feel very lucky to work with so many kind and supportive colleagues who go out of their way to make our service users and their families lives easier and happier. The ambience of OHIS is one of nurturing, warmth, joy and laughter, which promotes the confidence and wellbeing of the service users and staff enabling them to be their best selves.

Together, we are not just responding to need; we are anticipating it, reimagining support, and proving what's possible when passion meets purpose.



Michelle Koukoullis

Joint Chief Executive Officer / Operations and Client Services

Date: 28/10/25

OXFORD HEAD INJURY SERVICES

OPERATIONS REPORT

FOR THE YEAR ENDED 31 MARCH 2025

Our Mission

Oxford Head Injury Services seeks to make lasting improvements in the recovery and wellbeing of people affected by brain injury across Oxfordshire by providing rehabilitation, information, advocacy and companionship.

Our Vision

People affected by brain injury, including carers, are able to access support that restores hope and enables them to rebuild their lives and create a better future.

Our Values

- We respect people and their differences.
- We are compassionate and patient.
- We are reliable and do what we say we will.
- We are responsible in our approach to people and using resources.
- We recognise each person's contribution and their own progress.
- We work in partnership to achieve the best outcomes for people affected by brain injury.

Our structure

From April 2025 Oxford Head Injury Services appointed joint CEO Operations and Client Services. The recruitment for other jobs in marketing and income generation has already begun. We are supported by a dedicated services delivery covering rehabilitation activities team and external support from physiotherapists, speech and language therapists, rehabilitation support staff, and administrative personnel. Volunteers also play a vital role in supporting our services and enhancing the experience for service users and their families.

The charity is overseen by a Board of Trustees, who are responsible for ensuring strong governance, financial oversight, and strategic direction. Trustees are recruited and appointed in line with the charity's governing document, following an open recruitment process to ensure a diversity of skills, knowledge, and lived experience. The Board meets formally 10 times per year, with additional sub-committee or working group meetings as required. Trustees also maintain close contact with the CEO between meetings to ensure they are fully engaged and informed.

The staff team are supported through regular supervision, training, and team meetings to ensure services remain safe, professional, and person-centred.

What we provide:

Activity and Rehabilitation Centre

Our in-person, activity-based rehabilitation program focuses on function maintenance and social connection. We provide a supportive community with strong peer networks, offering a structured timetable of activities, outings, and tailored support. Participation is optional, allowing individuals to engage at their own pace. Activities are designed to encourage socialisation, promote recovery, and help maintain functional abilities.

Gym

Our gym sessions, led by fitness instructors, aim to build strength, improve fitness, and enhance mobility. We work closely with our Physiotherapy team to ensure that gym time supports overall functional goals. These sessions help increase confidence, promote independence, and improve quality of life.

Head Injury Buddies (HIBs)

Head Injury Buddies offer one-to-one therapeutic befriending sessions, often lasting an hour or more. These sessions are typically goal-oriented and provide practical support with daily tasks, creating weekly routines, managing finances and paperwork, and accessing additional services. HIBs play a key role in helping individuals regain independence and structure in their lives.

OXFORD HEAD INJURY SERVICES

OPERATIONS REPORT

FOR THE YEAR ENDED 31 MARCH 2025

Carer Support (free)

We host a monthly carers' afternoon, offering a space for carers to connect, share experiences, and access peer support. These sessions may also include educational components. While their loved one attends the day service, carers can take valuable respite time. Some carers choose to participate in the day centre alongside their loved one, becoming part of the wider community.

Acquired Brain Injury Navigation

Our Navigators offer one-to-one support, often beginning shortly after diagnosis. They assist individuals and families in navigating complex statutory services and systems, providing advocacy and practical guidance throughout the rehabilitation journey. Support may include help with hospital-to-home transitions, benefit applications and appeals, transport grants, or referrals to other services such as the Activity and Rehabilitation Centre or Head Injury Buddies. The aim is to ensure individuals, and their families receive the full range of support and entitlements available to them.

Neuro Physiotherapy

Specialist in neurological rehabilitation, helping individuals recover movement and function after brain or spinal cord injuries. Uses evidence-based techniques such as task-specific training, gait re-education, and neuroplasticity-driven approaches. Works collaboratively with patients, families, and multidisciplinary teams to maximise recovery outcomes. Aims to improve quality of life through functional rehabilitation tailored to each stage of recovery.

Neuro Speech Therapy

Supports individuals with conditions such as stroke, brain injury, Parkinson's disease, multiple sclerosis, and motor neurone disease. Works to improve speech, language, voice, and cognitive communication for greater independence and confidence. Tailors therapy plans to each person's neurological condition, goals, and stage of recovery. Promotes functional communication to enhance social interaction and quality of life. Collaborates closely with families and multidisciplinary teams to provide holistic, person-centred care.

OUR SUPPORT

Our Impact in Numbers



We delivered

3883

HOURS

of service user sessions
at our Activity &
Rehabilitation Centre
(ARC)

We offered a varied programme of different activities designed to improve cognitive, physical and emotional recovery including:

Music therapy
Art therapy
Seated dance and yoga
Quizzes
Board games
Arts & crafts

Farm trips
Cyclability
Cooking
Gardening
Creative writing
Table cricket



We delivered

816

HOURS

of Head Injury Buddy
support (one-to-one
support directly in our
community)



We delivered

727

HOURS

of specialist exercise
support



We delivered

349

HOURS

of physiotherapy support

“

I went on the train for the first time to go shopping

SERVICE USER

2

EVENINGS FOR CARERS

providing guidance,
support and an opportunity
to share experiences



FROM OUR SERVICE USERS

Our Impact in Numbers

We are committed to improving our service users' experiences and providing the most effective support. This year, we invited direct feedback through an anonymous survey, completed by 26 individuals who have been receiving our support for between one and four years.

This is what they have to say:



QUALITY OF LIFE AND WELL-BEING



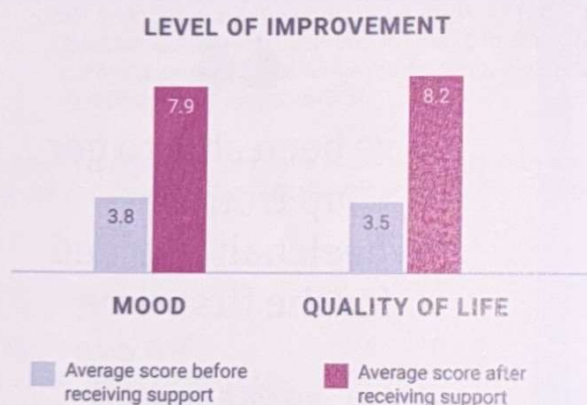
92%

OF SERVICE USERS

reported an improvement in their emotional well-being and feeling less isolated after receiving support

88.5%

OF SERVICE USERS reported an increase in mood and quality of life after receiving support.



“

You didn't just help me adjust to life after my brain injury you reminded me, I still have one

SERVICE USER



65.4%

OF SERVICE USERS

reported an improvement in **their relationships** with family and friends after receiving support

Our Impact in Numbers

INDEPENDENCE AND DAILY FUNCTIONING

77%

OF SERVICE USERS
reported improvements in their
ability to perform daily tasks
since receiving support

81%

OF SERVICE USERS
reported feeling **more
independent** since
receiving support

AREAS OF IMPROVEMENT INCLUDE:



confidence



stamina



cooking



conversation



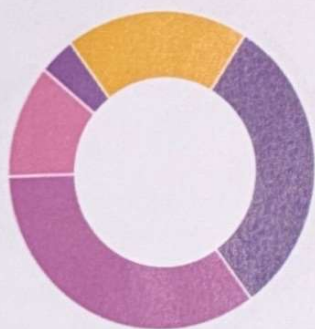
exercise

PHYSICAL HEALTH

77%

OF OUR SERVICE USERS
reported feeling **more
confident performing physical
activity** after receiving support

Frequency of exercise



- Daily
- Several times per week
- Weekly
- Occasionally
- Never

85%

OF OUR SERVICE USERS
reported physical improvements
since receiving support

“

I've been able to get
up from my
wheelchair unaided
for the first time

SERVICE USER

SERVICE EXPERIENCE

96.1%

OF OUR SERVICE USERS
rated the support provided by
the Oxford Head Injury Services
team as good or excellent



FROM OUR SERVICE USERS

Our Impact in Numbers

We are committed to improving our service users' experiences and providing the most effective support. This year, we invited direct feedback through an anonymous survey, completed by 26 individuals who have been receiving our support for between one and four years.

This is what they have to say:



QUALITY OF LIFE AND WELL-BEING



92%

OF SERVICE USERS

reported an improvement in their emotional well-being and feeling less isolated after receiving support

88.5%

OF SERVICE USERS reported an increase in mood and quality of life after receiving support.

LEVEL OF IMPROVEMENT



“

You didn't just help me adjust to life after my brain injury you reminded me, I still have one

SERVICE USER



65.4%

OF SERVICE USERS

reported an improvement in **their relationships** with family and friends after receiving support

OXFORD HEAD INJURY SERVICES

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF OXFORD HEAD INJURY SERVICES

I report to the trustees on my examination of the financial statements of Oxford Head Injury Services (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

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

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I 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.

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

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 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Gary Pready FCA
Gravita Audit Oxford LLP

First Floor, Park Central
40-41 Park End Street
Oxford

OX1 1JD

Date: 4 December 2025

OXFORD HEAD INJURY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
		2025	2025	2025	2024	2024	2024
Notes		£	£	£	£	£	£
Income and endowments from:							
Donations and legacies	3	17,231	30,691	47,922	28,072	2,603	30,675
Charitable activities	4	331,020	-	331,020	275,552	-	275,552
Other trading activities	5	8,908	-	8,908	30	-	30
Investments	6	19,499	-	19,499	22,940	-	22,940
Other income	7	60	-	60	-	-	-
Total income		376,718	30,691	407,409	326,594	2,603	329,197
Expenditure on:							
Raising funds	9	22,694	-	22,694	2,474	-	2,474
Charitable activities	8	551,622	7,305	558,927	497,797	783	498,580
Total expenditure		574,316	7,305	581,621	500,271	783	501,054
Net income/(expenditure) and movement in funds		(197,598)	23,386	(174,212)	(173,677)	1,820	(171,857)
Reconciliation of funds:							
Fund balances at 1 April 2024		690,126	260,947	951,073	863,803	259,127	1,122,930
Fund balances at 31 March 2025		492,528	284,333	776,861	690,126	260,947	951,073

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

OXFORD HEAD INJURY SERVICES

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	2024 £
Fixed assets			
Tangible assets	14	275,822	314,847
Current assets			
Debtors	15	26,119	36,760
Cash at bank and in hand		510,294	628,066
		536,413	664,826
Creditors: amounts falling due within one year	16	(35,374)	(28,600)
Net current assets		501,039	636,226
Total assets less current liabilities		776,861	951,073
The funds of the charity			
Restricted income funds	18	284,333	260,947
Unrestricted funds	19	492,528	690,126
		776,861	951,073

The financial statements were approved by the trustees on 28/10/2025

J M Balinski

J Balinski
Trustee

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Oxford Head Injury Services is a charitable incorporated organisation incorporated in England and Wales.

The registered office is 4 Bagley Wood Road, Kennington, Oxford, OX1 5PL.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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.

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Freehold Property	15 years
Equipment	4 years
Fixtures and fittings	4 years
Motor vehicles	4 years

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

1.7 Impairment of fixed assets

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

1.8 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.

1.9 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.

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.

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

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.

Derecognition of financial liabilities

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

1.10 Employee benefits

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

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

1.11 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.

Critical judgements

Fixed asset depreciation

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives. Calculation of depreciation requires judgements to be made, which include the useful economic lives of fixed assets held. Depreciation for the year was calculated to be £40,457 (2023: £42,695).

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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	17,231	-	17,231	28,072	-	28,072
Grants received	-	30,691	30,691	-	2,603	2,603
	<u>17,231</u>	<u>30,691</u>	<u>47,922</u>	<u>28,072</u>	<u>2,603</u>	<u>30,675</u>

4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Charitable activities		
Direct services	281,020	227,219
Oxfordshire Acquired Injury Support Service (OASS)	50,000	48,333
	<u>331,020</u>	<u>275,552</u>

5 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising events	8,908	-
Other income	-	30
	<u>8,908</u>	<u>30</u>
Other trading activities	<u>8,908</u>	<u>30</u>

6 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Bank interest receivable	<u>19,499</u>	<u>22,940</u>

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

7 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Net gain on disposal of tangible fixed assets	60	-

8 Expenditure on charitable activities

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total 2025 £	Restricted funds 2024 £	Unrestricted funds 2024 £	Total 2024 £
Direct costs						
Staff costs	-	125,572	125,572	-	129,436	129,436
Direct charitable activity	7,305	-	7,305	783	-	783
External services hired	-	69,865	69,865	-	38,023	38,023
	<u>7,305</u>	<u>195,437</u>	<u>202,742</u>	<u>783</u>	<u>167,459</u>	<u>168,242</u>
Share of support and governance costs (see note 10)						
Support	-	344,359	344,359	-	326,858	326,858
Governance	-	11,826	11,826	-	3,480	3,480
	<u>7,305</u>	<u>551,622</u>	<u>558,927</u>	<u>783</u>	<u>497,797</u>	<u>498,580</u>
Analysis by fund						
Unrestricted funds	-	551,622	551,622	-	497,797	497,797
Restricted funds	7,305	-	7,305	783	-	783
	<u>7,305</u>	<u>551,622</u>	<u>558,927</u>	<u>783</u>	<u>497,797</u>	<u>498,580</u>

9 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising and publicity		
Other fundraising costs	22,694	1,054
Investment management	-	1,420
	<u>22,694</u>	<u>2,474</u>
Total costs	<u>22,694</u>	<u>2,474</u>

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

10 Support costs allocated to activities

	2025 £	2024 £
Staff costs	235,489	152,888
Depreciation	40,066	40,457
Management and administration	54,370	110,966
Overheads	14,434	22,547
Governance costs	11,826	3,480
	<u>356,185</u>	<u>330,338</u>
Analysed between:		
Unrestricted funds	<u>356,185</u>	<u>330,338</u>

11 Trustees

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

12 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	<u>12</u>	<u>11</u>

Employment costs

	2025 £	2024 £
Wages and salaries	330,791	257,466
Social security costs	27,028	21,421
Other pension costs	3,242	3,437
	<u>361,061</u>	<u>282,324</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2025 Number	2024 Number
£60,001 - £70,000	-	1
£70,001 - £80,000	<u>1</u>	<u>-</u>

13 Taxation

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

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

14 Tangible fixed assets

	Freehold Property £	Equipment £	Fixtures and fittings £	Motor vehicles £	Total £
Cost					
At 1 April 2024	570,453	20,553	66,468	10,088	667,562
Additions	-	1,041	-	-	1,041
Disposals	-	(155)	-	-	(155)
At 31 March 2025	570,453	21,439	66,468	10,088	668,448
Depreciation and impairment					
At 1 April 2024	258,535	19,954	64,138	10,088	352,715
Depreciation charged in the year	38,030	542	1,494	-	40,066
Eliminated in respect of disposals	-	(155)	-	-	(155)
At 31 March 2025	296,565	20,341	65,632	10,088	392,626
Carrying amount					
At 31 March 2025	273,888	1,098	836	-	275,822
At 31 March 2024	311,918	599	2,330	-	314,847

15 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Trade debtors	22,994	28,626
Other debtors	421	7,357
Prepayments and accrued income	2,704	777
	26,119	36,760

16 Creditors: amounts falling due within one year

	2025 £	2024 £
Other taxation and social security	6,158	4,347
Trade creditors	24,095	19,375
Other creditors	1,365	1,398
Accruals and deferred income	3,756	3,480
	35,374	28,600

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

17 Retirement benefit schemes

	2025	2024
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	3,242	3,437

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.

18 Restricted funds

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

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
Big Lottery Fund	259,127	30,691	(7,305)	282,513
Social Lunches Grant	1,820	-	-	1,820
	<u>260,947</u>	<u>30,691</u>	<u>(7,305)</u>	<u>284,333</u>
Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
Big Lottery Fund	259,127	-	-	259,127
Social Lunches Grant	-	2,603	(783)	1,820
	<u>259,127</u>	<u>2,603</u>	<u>(783)</u>	<u>260,947</u>

OASS - The Big Lottery Fund paid for ABI navigation.

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

19 Unrestricted funds

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

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
Fixed asset designated fund	314,847	-	(40,066)	1,041	275,822
Six months' salary costs	141,162	-	-	39,369	180,531
Six months' running costs	101,555	-	-	5,073	106,628
General funds	132,562	376,718	(534,250)	(45,483)	(70,453)
	<u>690,126</u>	<u>376,718</u>	<u>(574,316)</u>	<u>-</u>	<u>492,528</u>

Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
Fixed asset designated fund	355,184	-	(40,457)	120	314,847
Six months' salary costs	140,851	-	-	311	141,162
Six months' running costs	79,711	-	-	21,844	101,555
General funds	288,057	326,594	(459,814)	(22,275)	132,562
	<u>863,803</u>	<u>326,594</u>	<u>(500,271)</u>	<u>-</u>	<u>690,126</u>

The fixed asset designated fund represents the carrying value of tangible fixed assets and therefore are not available funds to spend for the charity. Six months' salary and running costs are set aside in designated funds.

20 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
At 31 March 2025:			
Tangible assets	275,822	-	275,822
Current assets/(liabilities)	216,706	284,333	501,039
	<u>492,528</u>	<u>284,333</u>	<u>776,861</u>

OXFORD HEAD INJURY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

20 Analysis of net assets between funds

(Continued)

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	314,847	-	314,847
Current assets/(liabilities)	375,279	260,947	636,226
	<u>690,126</u>	<u>260,947</u>	<u>951,073</u>

21 Related party transactions

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