

Headway Darlington & District
Financial Statements
For the Year Ending
31 March 2023

JANE ASCROFT ACCOUNTANCY LIMITED

Chartered accountants
Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XT

Headway Darlington & District

Financial Statements

Year Ended 31 March 2023

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Headway Darlington & District

Trustees' Annual Report (Incorporating the Director's Report)

Year Ended 31 March 2023

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

Objectives and Activities

The objectives of the charity are:

- (1) to relieve persons who are resident in Darlington and District and surrounding areas, who have suffered a brain injury, their families, carers and other related professionals by the provision of such information, service and facilities, and
- (2) to advance the education of the public in all aspects relating to brain injury and its prevention.

Achievements and Performance

2022-23 has been a truly exceptional year for Headway Darlington and District. We appointed our first ever member of staff, with the support of the Sir James Knott Charity who committed a grant toward salary costs over a three year period. We supported 60 people with a brain injury, responded to over 120 inquiries from carers, health and social care professionals and family members and delivered over 150 sessions of activities during the year.

Grants from a number of charitable trusts have funded trips out in the minibus, specialist gym sessions, ten pin bowling, arts and creative crafts, wellbeing walks and brain injury training and awareness sessions. We want to thank the William Webster Charity, the Edward Gostling Foundation, the Rothley Trust, the YAPP charitable trust, County Durham Community Foundation, Greatham Hospital Charity, Hadrian Trust and the William Forester charity for their kind and generous donations during the year. Also the National Lottery Awards for All funding for their continued support of our work.

On behalf of the members and their families, I want to offer sincere thanks to the small band of volunteers who gave hundreds of hours of their time last year to support the work of the charity.

Financial Review

Income for the year ending 31st March 2023 was £27,524 (2022 - £38,759). Of this, £24,050 comprised restricted grants (2022 - £23,900). Expenditure for the year ending 31st March 2023 totalled £38,240 (2022 - £24,905) giving an overall deficit of £10,716 (2022 - Surplus of £13,854).

At 31st March 2023 the charity held net assets of £26,048 (2022 - £36,764) of which £16,336 (2022 - £17,293) was held in restricted funds and £9,712 was held in general funds (2022 - £19,471).

Reserves Policy

The trustees aim to keep a cash reserve of £9,000. At 31st March 2023 the charity held reserves of £9,712.

Structure, Governance and Management

Headway Darlington and District was incorporated as a company limited by guarantee on 29th January 2015 with company number 09413112. It was registered as a charity on 9th March 2015 with charity number 1160772.

The charity is governed by its Memorandum and Articles dated 29th January 2015.

Headway Darlington & District

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year Ended 31 March 2023

Reference and Administrative Details

Registered charity name Headway Darlington & District
Charity registration number 1160772
Company registration number 9413112
Principal office and registered office Unit 1F, Enterprise House
Valley Street North
Darlington
DL1 1GY

The Trustees

Gary Emerson	
Geoffrey Field	(Appointed 5 October 2022)
Dorothy Barclay	(Appointed 14 December 2022)
Elaine Vince	(Appointed 22 July 2022)
Alastair Elliot	
Jan Guinan	(Resigned 13 July 2022)

Independent Examiner Jane Ascroft FCA MA (Cantab)
Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XT

Small Company Provisions

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

The trustees' annual report was approved on 29/6/23 and signed on behalf of the board of trustees by:



Gary Emerson
Trustee

Headway Darlington & District

Independent Examiner's Report to the Trustees of Headway Darlington & District

Year Ended 31 March 2023

I report to the trustees on my examination of the financial statements of Headway Darlington & District ('the charity') for the year ended 31 March 2023.

Responsibilities and Basis of Report

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

Having satisfied myself that the 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 the 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Jane Ascroft FCA MA (Cantab)
Independent Examiner

Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XT

Headway Darlington & District

Statement of Financial Activities (including income and expenditure account)

Year Ended 31 March 2023

		Unrestricted funds £	2023 Restricted funds £	Total funds £	2022 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	1,114	24,050	25,164	35,933
Charitable activities	6	2,360	—	2,360	2,826
Total income		<u>3,474</u>	<u>24,050</u>	<u>27,524</u>	<u>38,759</u>
Expenditure					
Expenditure on charitable activities	7,8	13,233	25,007	38,240	24,905
Total expenditure		<u>13,233</u>	<u>25,007</u>	<u>38,240</u>	<u>24,905</u>
Net (expenditure)/income and net movement in funds		<u>(9,759)</u>	<u>(957)</u>	<u>(10,716)</u>	<u>13,854</u>
Reconciliation of funds					
Total funds brought forward		19,471	17,293	36,764	22,910
Total funds carried forward		<u>9,712</u>	<u>16,336</u>	<u>26,048</u>	<u>36,764</u>

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

The notes on pages 6 to 12 form part of these financial statements.

Headway Darlington & District

Statement of Financial Position

31 March 2023

	Note	2023 £	2022 £
Current Assets			
Cash at bank and in hand		26,864	36,764
Creditors: amounts falling due within one year	12	<u>816</u>	<u>–</u>
Net Current Assets		<u>26,048</u>	<u>36,764</u>
Total Assets Less Current Liabilities		<u>26,048</u>	<u>36,764</u>
Net Assets		<u>26,048</u>	<u>36,764</u>
Funds of the Charity			
Restricted funds		16,336	17,293
Unrestricted funds		<u>9,712</u>	<u>19,471</u>
Total charity funds	13	<u>26,048</u>	<u>36,764</u>

For the year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 29.6.23, and are signed on behalf of the board by:



Geoffrey Field
Trustee

The notes on pages 6 to 12 form part of these financial statements.

Headway Darlington & District

Notes to the Financial Statements

Year Ended 31 March 2023

1. General Information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Unit 1F, Enterprise House, Valley Street North, Darlington, DL1 1GY.

2. Statement of Compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting Policies

Basis of Preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going Concern

There are no material uncertainties about the charity's ability to continue.

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The trustees consider that there are no significant estimates or judgements affecting these financial statements.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Headway Darlington & District

Notes to the Financial Statements *(continued)*

Year Ended 31 March 2023

3. Accounting Policies *(continued)*

Income

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Headway Darlington & District

Notes to the Financial Statements *(continued)*

Year Ended 31 March 2023

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

Cash at Bank and in Hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

4. Limited by Guarantee

The company is limited by guarantee. At 31st March 2023 there were 5 members each of whom had undertaken to contribute an amount not exceeding £1 in the event of a winding up.

Headway Darlington & District

Notes to the Financial Statements *(continued)*

Year Ended 31 March 2023

5. Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Donations	1,114	—	1,114
Grants			
Yapp Charitable Trust	—	4,000	4,000
James Knott Foundation	—	5,000	5,000
Greatham Hospital	—	1,000	1,000
Hadrian Trust	—	1,000	1,000
William Webster Charitable Trust	—	3,000	3,000
Rothley Trust	—	800	800
The Edward Gostling Fdn	—	3,000	3,000
Morrisons	—	6,250	6,250
	<u>1,114</u>	<u>24,050</u>	<u>25,164</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Donations	12,033	—	12,033
Grants			
National Lottery	—	9,900	9,900
Community Foundation	—	5,000	5,000
William Forrester	—	5,000	5,000
The Edward Gostling Fdn	—	3,000	3,000
William Leech	—	1,000	1,000
	<u>12,033</u>	<u>23,900</u>	<u>35,933</u>

6. Charitable Activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Activity income	12	12	1,564	1,564
Other income	<u>2,348</u>	<u>2,348</u>	<u>1,262</u>	<u>1,262</u>
	<u>2,360</u>	<u>2,360</u>	<u>2,826</u>	<u>2,826</u>

Headway Darlington & District

Notes to the Financial Statements (continued)

Year Ended 31 March 2023

7. Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Expenditure on charitable activities (see page 14 for further details)	<u>13,233</u>	<u>25,007</u>	<u>38,240</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Expenditure on charitable activities (see page 14 for further details)	<u>18,298</u>	<u>6,607</u>	<u>24,905</u>

8. Expenditure on Charitable Activities by Activity Type

	Activities undertaken directly £	Total funds 2023 £	Total fund 2022 £
Expenditure on charitable activities (see page 14 for further details)	<u>38,240</u>	<u>38,240</u>	<u>24,905</u>

9. Independent Examination Fees

	2023 £	2022 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>360</u>	<u>—</u>

10. Staff Costs

The average head count of employees during the year was 1 (2022: Nil).

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

11. Trustee Remuneration and Expenses

The trustees received no remuneration or expenses during the current or previous year.

12. Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	<u>816</u>	<u>—</u>

Headway Darlington & District

Notes to the Financial Statements (continued)

Year Ended 31 March 2023

13. Analysis of Charitable Funds

Unrestricted funds

	At 1 April 2022	Income	Expenditure	At 31 March 2023
	£	£	£	£
General funds	<u>19,471</u>	<u>3,474</u>	<u>(13,233)</u>	<u>9,712</u>

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
General funds	<u>22,910</u>	<u>14,859</u>	<u>(18,298)</u>	<u>19,471</u>

Restricted funds

	At 1 April 2022	Income	Expenditure	At 31 March 2023
	£	£	£	£
National Lottery	8,608	–	(6,426)	2,182
Community Foundation	4,795	–	(4,795)	–
Yapp Charitable Trust	–	4,000	(2,000)	2,000
James Knott Foundation	–	5,000	(5,000)	–
Greatham Hospital	–	1,000	(1,000)	–
Hadrian Trust	–	1,000	(1,000)	–
William Forrester	3,890	–	(3,890)	–
William Webster Charitable Trust	–	3,000	(896)	2,104
Rothley Trust	–	800	–	800
The Edward Gostling Foundation	–	3,000	–	3,000
Morrison's	–	6,250	–	6,250
William Leech	–	–	–	–
	<u>17,293</u>	<u>24,050</u>	<u>(25,007)</u>	<u>16,336</u>

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
National Lottery	–	9,900	(1,292)	8,608
Community Foundation	–	5,000	(205)	4,795
William Forrester	–	5,000	(1,110)	3,890
The Edward Gostling Foundation	–	3,000	(3,000)	–
William Leech	–	1,000	(1,000)	–
	<u>–</u>	<u>23,900</u>	<u>(6,607)</u>	<u>17,293</u>

Headway Darlington & District

Notes to the Financial Statements *(continued)*

Year Ended 31 March 2023

13. Analysis of Charitable Funds *(continued)*

The restricted funds are for the following purposes:

National Lottery - Gym membership, minibus hire, trips and meals out, volunteer expenses
Community Foundation - Gym & minibus hire, also volunteer expenses, website and operating costs
Yapp Charitable Trust - Session running costs
James Knott Foundation - Salaries
Greatham Hospital - General running costs
Hadrian Trust - General running costs
William Forrester - General running costs
William Webster Charitable Trust - Equipment
Rothley Trust - Sports equipment & arts & crafts materials
The Edward Gostling Foundation - Operating costs
Morrisons - Activities

14. Analysis of Net Assets Between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Current assets	10,528	16,336	26,864
Creditors less than 1 year	(816)	—	(816)
Net assets	9,712	16,336	26,048

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Current assets	19,471	17,293	36,764
Creditors less than 1 year	—	—	—
Net assets	19,471	17,293	36,764

Headway Darlington & District

Management Information

Year Ended 31 March 2023

The Following Pages Do Not Form Part of the Financial Statements.

Headway Darlington & District

Detailed Statement of Financial Activities

Year Ended 31 March 2023

	2023 £	2022 £
Income and endowments		
Donations and legacies		
Donations	1,114	12,033
National Lottery	–	9,900
Community Foundation	–	5,000
Yapp Charitable Trust	4,000	–
James Knott Foundation	5,000	–
Greatham Hospital	1,000	–
Hadrian Trust	1,000	–
William Forrester	–	5,000
William Webster Charitable Trust	3,000	–
Rothley Trust	800	–
The Edward Gostling Fdn	3,000	3,000
Morrisons	6,250	–
William Leech	–	1,000
	<u>25,164</u>	<u>35,933</u>
Charitable activities		
Activity income	12	1,564
Other income	<u>2,348</u>	<u>1,262</u>
	<u>2,360</u>	<u>2,826</u>
Total income	<u>27,524</u>	<u>38,759</u>
Expenditure on charitable activities		
Wages/salaries	8,844	–
Employer's NIC	75	–
Rent and utilities	12,015	13,320
Insurance	–	485
Volunteer expenses	1,381	374
Professional fees	680	–
Telephone	378	–
IT support	1,237	1,115
Activity costs	9,660	5,184
Equipment	1,711	3,397
Advertising	525	674
Other costs	<u>1,734</u>	<u>356</u>
Total expenditure	<u>38,240</u>	<u>24,905</u>
Net (expenditure)/income	<u>(10,716)</u>	<u>13,854</u>