

**SAY APHASIA**

Charity Number: 1169933



**Trustees' Annual Report and Financial  
Statements for the Period  
29 September 2023 to 28 September 2024**

February 2024

## Reference & Administration Details

**Charity name:** SAY APHASIA

Charity number: 1169933

Charity's operating address: 9 Gatton Park Lane, Brighton, BN1 5BQ

## Names of Trustees for the Charity

1. Martin Hall (appointed May 2024)
2. Barbara Chalk
3. Ian Lyall
4. Catharine Swinburn
5. Emma Virrill (resigned June 2024)

## Structure, Governance & Management

### Description of the Charity's Trusts

**Type of Governing Document:** Constitution

**How the Charity is Constituted:** Charitable Incorporated Organisation

**Trustee Selection Method:** Appointed by existing Trustees

## Objectives & Activities

The object of Say Aphasia is the relief of persons with aphasia and associated acquired communication difficulties after a stroke, head injury or brain tumour and their families and carers by the provision of such charitable support as the trustees think fit, including the provision of therapy, support and information.

**Say Aphasia's Mission:** Identify the best locations across the UK for aphasia support groups. Focus on areas with potential peer leaders, active Speech and Language Therapy teams, or partnerships with Headway, Stroke Association, or other relevant aphasia groups. These partnerships will help us build strong links and gain referrals.

Each group will follow Say Aphasia's clear, consistent protocols, managed locally and supported centrally. Peer leaders with aphasia will run the groups, supported by a structured team, ensuring the charity becomes an important part of local care for people with aphasia.

**Group Purpose:**

- To bring people with aphasia or other acquired communication disability together.
- To help people with aphasia to feel less isolated within their community, and feel more confident living with aphasia.
- To provide a safe place where aphasia is understood.
- To provide a supportive place for people with aphasia to have conversations and socialise.

Say Aphasia helps people with aphasia adapt to their new way of life and regain their independence and confidence.

All our groups are run by people with aphasia plus support volunteers and we have developed an aphasia friendly online induction training for all volunteers.

Say Aphasia also has associations with Speech and Language Therapists, with the Stroke Association and with Aphasia Alliance.

## **Achievements & Performance**

Say Aphasia celebrated their 8th anniversary during this year.

Say Aphasia has added 3 new drop-in groups set up this year to support people with aphasia and their families to live well with aphasia. Our trustees have introduced a full range of aphasia friendly policies and systems to improve our governance and accountability. Our aphasia friendly induction for our volunteers has improved our quality of service across England and Wales.

Awareness events including TV interviews, MP visits, involvement in Aphasia Research, stands at festivals and conferences have all helped to raise the public profile of this little known communication difficulty.

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

## Financial Review

See Receipts and Payments accounts for 29<sup>th</sup> September 2023 to 28<sup>th</sup> September 2024.

## Declaration

**The Trustees declare that they have approved the Trustees' Report above.**

Signed on behalf of the Charity's Trustees.

Signature(s): Ian Lyall

Full Name(s): IAN LYALL

Position(s): TRUSTEE

Date: 7/2/25



## Receipts and payments accounts

CC16a

For the period  
from

29/09/2023

To

28/09/2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	29,715	-	-	29,715	58,946
Grants	1,406	15,000	-	16,406	10,372
HMRC gift aid claims	3,639	-	-	3,639	6,964
Bank Interest	407	-	-	407	170
Living with Aphasia	-	-	-	-	960
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>35,167</b>	<b>15,000</b>	<b>-</b>	<b>50,167</b>	<b>77,412</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>35,167</b>	<b>15,000</b>	<b>-</b>	<b>50,167</b>	<b>77,412</b>
<b>A3 Payments</b>					
Administration and Travel	758	-	-	758	1,558
Fundraising	8,243	-	-	8,243	7,200
General expenses	11,526	-	-	11,526	6,914
Marketing	7,474	-	-	7,474	7,575
Freelance Service Providers	29,554	-	-	29,554	26,073
Drop in groups - venue hire	8,685	-	-	8,685	8,559
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>66,240</b>	<b>-</b>	<b>-</b>	<b>66,240</b>	<b>57,879</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>66,240</b>	<b>-</b>	<b>-</b>	<b>66,240</b>	<b>57,879</b>
<b>Net of receipts/(payments)</b>	<b>- 31,072</b>	<b>15,000</b>	<b>-</b>	<b>- 16,072</b>	<b>19,533</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>51,500</b>	<b>-</b>	<b>-</b>	<b>51,500</b>	<b>31,967</b>
<b>Cash funds this year end</b>	<b>20,428</b>	<b>15,000</b>	<b>-</b>	<b>35,428</b>	<b>51,500</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank balance held	20,428	15,000	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	20,428	15,000	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



IAN LYALL

07/02/2025

West & Berry Limited  
Nile House  
Nile Street  
Brighton  
BN1 1HW

20 February 2025

**LETTER OF REPRESENTATION – Say Aphasia**

Dear Madam

This representation letter is provided in connection with your examination of the financial statements of the charity for the year ended 28 September 2024.

We confirm that the following representations are made on the basis of enquiries of the trustees, management and staff with relevant knowledge and experience, and of inspection of supporting documentation, sufficient to satisfy ourselves that we can properly make each of the following representations to you:

1. We have fulfilled our responsibilities as trustees under the Charities Act 2011 for preparing financial statements, in accordance with the applicable financial reporting framework.
2. We confirm that all accounting records have been made available to you for the purpose of your examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management, trustees' and members' meetings, have been made available to you.
3. We confirm the charity has satisfactory title to all assets and there are no liens or encumbrances on the assets, except for those disclosed in the financial statements.
4. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
5. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
6. We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
7. We confirm that we consider that no disclosure is required of related party relationships and transactions.

8. We confirm that the charity neither had, at any time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credits granted by the charity) for trustees, nor provided guarantees of any kind on behalf of the trustees.
9. We confirm that the charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
10. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its activities and which are central to the charity's ability to conduct its activities, except as explained to you and as disclosed in the financial statements.
11. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the organisation.  
  
There have been no deficiencies in internal control of which we are aware.
12. We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by trustees, former trustees, employees, former employees, regulators or others.
13. We confirm that, in our opinion, the charity's financial statements should be prepared on the going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In reaching this conclusion, we have taken into account all relevant matters of which we are aware and have considered a period of at least one year from the date on which the financial statements will be approved.
14. We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.

Yours faithfully,



.....  
Signed on behalf of the board of trustees

Name:  
20/02/2025

Date.....



## Tamper Verification

To check if this file has been modified after being signed, please go to:

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Upload the file. The result will indicate if the file contents have been tampered with.

## Signed By

**Signer:** Ian Lyall (ian@sayaphasia.org)

**Identity Check:** Email Authentication

**Signature Type:** Mouse or hand drawn

**Time Zone:** UTC-00:00, Europe/London (Greenwich Mean Time)

## Event Log

**Feb 20, 2025, 2:40:51 PM** - Email notification sent to Ian Lyall (ian@sayaphasia.org).

**Feb 20, 2025, 2:41:01 PM** - Email notification delivered to Ian Lyall (ian@sayaphasia.org).

**Feb 20, 2025, 3:32:03 PM** - Ian Lyall (ian@sayaphasia.org) opened the email notification (estimated), from 66.249.93.172.

**Feb 20, 2025, 3:32:13 PM** - Ian Lyall (ian@sayaphasia.org) viewed the document(s), from 212.222.80.129.

**Feb 20, 2025, 3:35:20 PM** - Ian Lyall (ian@sayaphasia.org) electronically signed or completed the document(s), from 212.222.80.129.

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