

THE VOICE FOR EPILEPSY
(A CHARITABLE INCORPORATED ORGANISATION)
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023

ANSARI & CO
Charity Accountants & Consultants
BIRMINGHAM
B28 8JG

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FOR THE YEAR ENDED 31 JULY 2023

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THE VOICE FOR EPILEPSY (A CHARITABLE INCORPORATED ORGANISATION)

**LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 JULY 2023**

Trustees	Kasam Parkar Najma Parkar Raziya Hawa Fahim Parkar
Principal Address	62 Granton Road Kings Heath Birmingham B14 6HQ
Charity Number	1181756
Independent Examiner	Mohammad Ansari Ansari & Co Kings Court, 17 School Road Birmingham B28 8JG
Bankers	Lloyds Bank 1 Legg Street Essex CM1 1JS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2023

The Trustees present their report and financial statements for the year ended 31 July 2023. The Trustees confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "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) (effective 01 January 2019).

Structure, governance and management

Governing document/Constitution

The organisation is a Charitable Incorporated Organisation (CIO). The charity was established by Constitution signed on 01 August 2018 and registered with the Charity Commission on 25 January 2019, under number 1181756.

Tax status

The charity is registered as a CIO and is therefore exempt from corporation tax and income tax.

Recruitment and training of trustees

The Board of Trustees currently consists of four members who were recruited due to their commitment and expertise. Role descriptions, where applicable, are issued to each Trustee and a full induction is given setting out the obligations of a Trustee. The list of current Trustees can be found on page 2 of this document.

Organisational structure

The Charity is principally based in Birmingham, UK but works with organisations across the United Kingdom. The Trustees are responsible for the governance of the Charity, and the day-to-day management is performed by the Trustees and volunteers.

Key risks and uncertainties

The Trustees actively review the major risks which the Charity faces on a regular basis, in particular those relating to its operations and finances. They are satisfied that systems are in place to mitigate the charity's exposure to the major risks. The risk management strategy comprises:

- A regular review of the risks which the Charity may face;
- The adequacy of current systems and procedures to mitigate those risks identified in the strategy; and
- The implementation of procedures designed to minimise any potential risk on the Charity should any of those risks materialise.

The strategy is reviewed regularly by the Trustees.

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2023

Aims, objectives and activities

Aims, objectives and intended impacts

Objects:

To advance the education of the general public in the treatment and care of those with epilepsy by:

The provision of educational workshops, training and awareness programmes and by any other means as the trustees in their discretion shall determine.

Public benefit statement

The section of this report above entitled 'Aims, objectives and activities' sets out the aims and priorities of the Charity. The Trustees have considered this matter, in conjunction with the guidance contained in the Charity Commission's general guidance on public benefit, and have concluded:

- That the aims of the Charity continue to be charitable;
- That the aims and work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
- That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay
- That there is no detriment or harm arising from the aims or activities.

Review of achievements and performance for the year

During the latest financial year, our charity provided our website as a hub for both newly diagnosed individuals and long-time patients, giving them up to date information and resources which will support their condition on a day to day basis.

We are actively engaging on social media platforms including LinkedIn, Facebook, and Twitter, providing three posts a week, sharing epilepsy knowledge and promoting our services. We also connect with followers and reply back to their questions and concerns.

Finally, we arranged events throughout the year like Purple Day and National Epilepsy Day to let those suffering from the condition know that they are not alone and we act as a voice for those who are afraid to speak out for help.

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2023

Financial review

Principal sources of funding

The principal source of funding for the Charity is from individual donors and Council grants within the UK. Voluntary donations and grants received this year for the charity came to £11,746 (2021-22: £5,968), with no other income source. Costs were kept under rigid control during the year and monitored regularly.

Reserves Policy

The Charity holds unrestricted funds which have been provided to the charity via donations and unrestricted grants. Under the terms of the donations, the charity must retain the assets in perpetuity and can only use the income to support its charitable activities.

The unrestricted funds represent income earned but not yet utilised in supporting charitable activities. At 31 July 2023, the charity held reserves of £9,376 (2022: £6,689).

Going Concern

The Charity reported a cash inflow for the year of £2,688 (2021-22: outflow of £185) due to financial support from Birmingham City Council for its awareness campaign activities and expects to make an inflow in the year to 31 July 2024.

The charity has no financial commitments at present, meaning that after making further appropriate enquiries and gaining assurances over income and reserves levels, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, and at least 12 months from the date of the signing of these financial statements. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2023

Future plans

The main focus for the year ahead is in grant funding applications requesting funding to support crucial advocacy for those affected by epilepsy in the UK. The project plan includes:

1. Digital Maintenance and outreach

- Website upkeep and updates
- Marketing and SEO efforts
- Active social media presence

2. Educational Initiatives

- Production of educational videos with varying costs based on complexity and length.
- Development of Epilepsy App

3. Safety Measures

- Anti suffocation death prevention measures
- Grant of anti-suffocation pillows to children

4. Promotional Merchandise

- Silicon wristbands, pens, badges, hand- waving flags, event tent, pop-up banner graphics.

5. Miscellaneous Costs

Covers unanticipated expenses typically 10-20% of the total budget.

This comprehensive funding will empower us to engage effectively with our target audience, striving to achieve our mission of improving advocacy for individuals with epilepsy, their families, and caregivers.

The project outcomes aim to enhance understanding and management of epilepsy, ultimately reducing the stigma and isolation associated with the condition with the epilepsy community and beyond.

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2023

Statement of Trustees' responsibilities

The Trustees are required to prepare financial statements for each financial year in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which give a true and fair view of the state of affairs of the Charity and the incoming resources and application of resources, including the net income and expenditure for the year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the financial statements comply with the Charities Act 2011 and 2022, the Charity (Accounts and Reports) Regulations 2008 and all other applicable law. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Accounts preparation

The Trustees confirm that the accounts comply with current statutory requirements, and with those of the governing instrument.

This report was approved by the Trustees on 09 February 2024 & signed on their behalf, by:



Kasam Parkar
Trustee

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JULY 2023**

Independent examiner's report to the Trustees of The Voice for Epilepsy

I report on the financial statements of the charity for the year ended 31 July 2023 which are set out on pages 10 to 18.

This report is made solely to the charity's Trustees, as a body, in accordance with section 145 and the regulations made under section 154 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the Trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

**INDEPENDENT EXAMINERS REPORT
FOR THE YEAR ENDED 31 JULY 2023**

Independent examiner's statement

In the course of my examination, no matter has come to my attention:-

1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 130 of the Act; and
 - to prepare financial statements which accord with the accounting records and comply with accounting requirements of the Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Mohammad Ansari
Ansari & Co
Charity Accountants & Consultants
Kings Court, 17 School Road
Birmingham, B28 8JG

Dated: 09 February 2024

THE VOICE FOR EPILEPSY (A CHARITABLE INCORPORATED ORGANISATION)

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2023**

		Unrestricted Funds 2023 £	Total Funds 2023 £	Unrestricted Funds 2022 £	Total Funds 2022 £
	Note				
Income from:					
Donations and legacies	2	11,746	11,746	5,968	5,968
Total income		11,746	11,746	5,968	5,968
Expenditure on:					
Raising funds	3	370	370	400	400
Charitable activities	4	8,689	8,689	5,703	5,703
Total expenditure		9,059	9,059	6,103	6,103
Net movement in funds		2,687	2,687	(135)	(135)
Reconciliation of funds:					
Total funds brought forward		6,689	6,689	6,824	6,824
Total funds carried forward	9	9,376	9,376	6,689	6,689

All incoming resources and resources expended derive from continuing activities.

The notes on pages 13 to 18 form part of these financial statements.

THE VOICE FOR EPILEPSY (A CHARITABLE INCORPORATED ORGANISATION)

**BALANCE SHEET
AS AT 31 JULY 2023**

		2023		2022	
	Note	£	£	£	£
Current assets					
Cash at bank and in-hand	13	9,576		6,888	
		<u>9,576</u>		<u>6,888</u>	
Creditors:					
Amounts falling due within one year	8	200		199	
		<u>200</u>		<u>199</u>	
Net current assets			9,376		6,689
Net assets			<u>9,376</u>		<u>6,689</u>
Funds					
Unrestricted: General funds	9		9,376		6,689
			<u>9,376</u>		<u>6,689</u>

The notes on pages 13 to 18 form part of these financial statements.

The financial statements were approved by the Trustees on 09 February 2024 & signed on their behalf, by:



Kasam Parkar
Trustee

THE VOICE FOR EPILEPSY (A CHARITABLE INCORPORATED ORGANISATION)

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 JULY 2023**

	Note	2023 £	2022 £
Cash flows from operating activities:			
Net cash provided by operating activities	12	2,688	(185)
		<hr/>	<hr/>
Increase / (decrease) in cash & cash equivalents in the reporting period		2,688	(185)
		<hr/>	<hr/>
Cash & cash equivalents at the beginning of the reporting period		6,888	7,073
		<hr/>	<hr/>
Cash & cash equivalents at the end of the reporting period	13	9,576	6,888
		<hr/>	<hr/>

The notes on pages 13 to 18 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023**

1. Accounting policies

The financial statements have been prepared in accordance with 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 01 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The following principal accounting policies have been applied:

a) Incoming resources

Income includes the total funds received during the year and comprises donations collected directly or by volunteers and income from fundraising events. Income is recognised in the year in which the charity is entitled to receipt and the amount can be measured with reasonable certainty.

Income tax reclaimable under the Gift Aid Scheme is recognised on an accruals basis once income is considered probable.

Donors are given the option to restrict their donation when it is made. Any Gift Aid claimed on restricted donations is classed as unrestricted income.

b) Resources expended and basis of allocation

Expenditure is included when incurred and has been shown in the Statement of Financial Activities inclusive of non-recoverable Value Added Tax.

Expenditure on operational programmes is recognised in the year in which it is incurred.

Currently all costs are directly attributable to specific activities, but where required, certain shared costs will be apportioned to activities in furtherance of the objects of the Charity.

c) Funds accounting

Funds held by the charity are:

Unrestricted funds - These are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023**

d) Tangible Fixed assets

Tangible fixed assets are depreciated per the following rates:

Land & Buildings	- 2% straight line
Equipment & Furniture	- 20% straight line

e) 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.

f) Cash at bank and in hand

Cash at bank and 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.

g) Creditors and provisions

Creditors and provisions 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 and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

h) Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties and loans to related parties.

Debt instruments (other than those wholly repayable or receivable within one year), including loans and other accounts receivable and payable, are initially measured at present value of the future cash flows and subsequently at amortised cost using the effective interest method.

Financial assets and liabilities are offset and the net amount reported in the Balance Sheet when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023**

i) Judgements in applying accounting policies and key sources of estimation uncertainty

In preparing the Financial Statements, management is required to make estimates and assumptions which affect reported income, expenses, assets, liabilities and disclosure of contingent assets and liabilities. Use of available information and application of judgement are inherent in the formation of estimates, together with expectations of future events that are believed to be reasonable under the circumstances. Actual results in the future could differ from such estimates.

The directors consider that there are no significant areas of key judgement or estimation uncertainty other than those identified in the accounting policies above.

j) Going concern

The charity having no financial commitments at present, means that after making further appropriate enquiries and gaining assurances over income levels, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, and at least 12 months from the date of the signing of these financial statements.

2. Donations and legacies

	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Voluntary donations	4,246	4,246	2,468
Grants income (Birmingham City Council)	7,500	7,500	3,500
	11,746	11,746	5,968

3. Raising funds

	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Advertising & marketing	370	370	400
	370	370	400

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023**

4. Charitable activities - cost

	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Projects costs: Grants	-	-	2,779
Raising awareness costs	8,440	8,440	2,725
Governance costs: Independent examination fees	249	249	199
	<u>8,689</u>	<u>8,689</u>	<u>5,703</u>

5. Net incoming resources for the year

	2023 £	2022 £
This is stated after charging:-		
Examiners' remuneration	249	199
	<u>249</u>	<u>199</u>

6. Staff & trustees costs

There were no employees in the year.

During the year £NIL of expenses were incurred for the reimbursement of Trustees' expenses (2021-22: £Nil).
The Trustees received no other remuneration in the year (2021-22: £Nil).

7. Volunteers

The charity is being run through the kind help of committed volunteers. The Trustees would like to thank all the volunteers without whom the Charity would not be able to run.

8. Creditors

Amounts owing within one year

	2023 £	2022 £
Accruals	200	199
	<u>200</u>	<u>199</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023

9. Statement of funds

	Brought forward £	Incoming resources £	Resources expended £	Carried forward £
Unrestricted funds				
General reserve	6,689	11,746	(9,059)	9,376
Total funds	<u>6,689</u>	<u>11,746</u>	<u>(9,059)</u>	<u>9,376</u>

10. Analysis of net assets between funds

(a) 2023	Unrestricted funds £	Total funds £
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Fund balances at 31 July 2023 are represented by:

Net current assets	9,376	9,376
Total funds	<u>9,376</u>	<u>9,376</u>

(b) 2022	Unrestricted funds £	Total funds £
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Fund balances at 31 July 2022 are represented by:

Net current assets	6,689	6,689
Total funds	<u>6,689</u>	<u>6,689</u>

11. Related parties

There were no related party transactions in the year (2021-22: None).

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023

12. Reconciliation of cash flows from operating activities

	2023	2022
	£	£
Net surplus / (deficit) for the reporting period	2,687	(135)
Increase / (decrease) in creditors	1	(50)
Net cash provided by operating activities	2,688	(185)

13. Analysis of cash and cash equivalents

	2023	2022
	£	£
Cash at bank and in hand	9,576	6,888
Total of cash and cash equivalents	9,576	6,888

13A. Analysis of changes in net debt

	At start of year £	Cashflows in year £	At end of year £
Cash	6,888	2,688	9,576
	6,888	2,688	9,576