

MS CENTRE DORSET

**Annual Report and Financial Statements
for the year ended 31 March 2024**

OUR MISSION

*To encourage and support local people living with
multiple sclerosis in attaining their full potential*

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ADMINISTRATION DETAILS

MS CENTRE DORSET is a registered charitable incorporated organisation

Charity registration number: 1182285

Address: Church Lane
West Parley
Ferndown
Dorset BH22 8TS

Trustees and manager

During the year and up to the date of signing of this report, the following persons served as Trustees:

Miss Kay Bundy (resigned on 21 May 2023)
Mr Keith Hunt (Trustee since 1 March 2019)
Mrs Sam Simon (resigned on 1 June 2024)
Miss Deborah Trickett (resigned 1 July 2024)
Mrs Anne Wilson-Croome (resigned 1 September 2024)
Mrs Sara Walker (appointed 4 July 2024)
Mr Robert Osborough (appointed 4 July 2024)
Mrs Elizabeth Neal (appointed 8 August 2024)

Miss Tina Cresswell was appointed as Centre Manager with effect from 17 January 2023.

Bankers: Barclays Bank plc

Accountants: Newton Magnus Ltd
Arrowsmith Court
Station Approach
Broadstone
Dorset BH18 8AT

TRUSTEES' REPORT

For the year ended 31 March 2024

The trustees present their report and financial statements for the year ended 31 March 2024.

Structure, governance and management

MS Centre Dorset (MSCD) is a charitable incorporated organisation, incorporated on 1 March 2019. The governing document is our constitution adopted on 2 November 2018, and amended on 5 October 2021. The charity is governed by a Board of Trustees, which meets quarterly. There are currently four Trustees, two of whom are users of the Centre.

MSCD was dormant until 15 December 2022, when it acquired all the assets and liabilities of the former Bournemouth branch of the Multiple Sclerosis Society and it took over the management of the Osborne Centre in West Parley. The building and land remain the property of the Multiple Sclerosis Society, who have provided MSCD with a 50 year lease on a peppercorn rent.

All four Trustees who served during the year were former members of the Multiple Sclerosis Society's Bournemouth Branch, who previously ran the Osborne Centre.

Trustees are appointed for a three-year term and may serve a maximum of three terms before they must retire from the Board. Any person who is willing to act, and who would not be disqualified from acting, as a trustee may be appointed to be a trustee by a decision of the Board of Trustees. The trustees have undertaken a trustee skills audit to identify gap areas in the skills, knowledge and experience of the Board. Following the year end three new Trustees have been appointed to the Board: Mr Roy Osbrough, Mrs Sara Walker (Sara is also a user of the Centre) and Mrs Elizabeth Neal. We will also be appointing, at the next trustee meeting in February, another new trustee with a physio background

Our Trustee Induction pack sets out key documents, policies and procedures. New trustees are invited to meet with key members of the Centre, our service users and other stakeholders to understand the culture and priorities of MSCD and are offered suitable training and support where needed.

Any decision of the Board of Trustees must be by a majority of the trustees present and voting at a quorate meeting. Decisions may also be made by a majority of the trustees voting by electronic means, unless one or more of the trustees has a conflict of interest. In the event of an equality of votes, the chair of the meeting has a second or casting vote. Trustees are required to declare any conflicts or potential conflicts of interest before any voting takes place.

The day-to-day management of the Osborne Centre has been delegated to the Centre Manager, who has established an Operations Committee to assist her in the execution of her responsibilities.

The trustees have reviewed the major risks to which MSCD is exposed, and have established systems and procedures to mitigate and manage those risks. Policies and systems have been put in place covering all potential areas of risk, including, but not limited to, safeguarding, health and safety and finance.

Objectives and activities

The objectives of the charity, as set out in our constitution, are:

- (a) To support and relieve people affected by multiple sclerosis,

- (b) To encourage people affected by multiple sclerosis to attain their full potential as members of society by improving their conditions of life,

At our centre in West Parley, we provide a welcoming and safe environment where local people living with multiple sclerosis (MS) can socialise, meet and support one another. We offer our members a range of exercise and physical activities to help them stay mobile, active and independent. Our centre allows day respite for families and relatives of people living with MS. Through MateS, we offer support and knowledge, in a neutral location and outside normal business hours, to people who are recently diagnosed.

The centre has been running since 1984 and until December 2015 was managed by the Bournemouth branch of the Multiple Sclerosis Society, a national charity headquartered in London. When the Multiple Sclerosis Society determined it no longer wished to run day centres it offered the Bournemouth branch committee members the opportunity to take over the management of the centre. MSCD was created in 2019 for this purpose. The actual transfer of the operations was stalled through the COVID-19 pandemic and lockdown. It finally took place on 15 December 2022. The previous year's results therefore only accounted for the final quarter when the charity was fully operational. The year under review is therefore the first full year of operations.

The charity has one member of staff – the Centre Manager – who has been in post since 17 January 2023. We also have a team of around 40 volunteers who help with activities and services.

Our centre is open from 9am until 3pm on Tuesdays and Thursdays. We have a well-equipped physio suite, where our service users can participate in a variety of different exercise activities. We have a service level agreement with a local firm of physiotherapists, who oversee all the exercise activities, including group classes and individual exercises.

Our exercise equipment includes motorised bikes, standing frames, tilt tables, and weights. In addition, we organise weekly yoga classes suitable for both ambulant and wheelchair users, which are run by a qualified yoga teacher. We have recently added tai chi classes to our offering. We encourage all our service users to participate in some form of exercise suitable to their level of activity.

Our day centre provides a welcome environment where many of our service users meet and socialise after an exercise class or stay for the whole day. Our kitchen is run by volunteers providing teas, coffees, cake, and lunch.

We have engaged a local firm of qualified carers. Two qualified carers are on site during opening hours to support any service user needing personal care assistance or help with feeding.

We have a fleet of five fully-adapted minibuses, which we use to transport service users needing travel assistance to and from the centre. All drivers and driver assistants are volunteers and are subject to DBS checks.

Achievements and performance during the year

On average, around 50 service users attended the centre every day, almost all of whom participated in some form of exercise. We ran exercise classes, one-to-one exercise sessions, yoga classes, Tai Chi classes and bike sessions. As well as offering our service users the opportunity to meet and socialise, we also held craft sessions and quizzes organised by some of our volunteers.

We offered food for free during the winter months from grants received for food and warmth.

Financial review of the year

Income receipts for the year totalled £138,795, which included a legacy of £2,500, two restricted grants totalling £8,275 and two restricted donations totalling £4,383. Expenditure for the year was £154,312.

The charity had no endowment funds at any time during the year.

Our opening bank balance on 1 April 2023 was £197,730 and our carried forward balance at the end of the year was £182,214.

The trustees review, on a regular basis, the financial risks that the charity faces and the possible financial impact this could have on our operations. We have determined that between six and nine months of free reserves should be sufficient to allow us to respond to any potential shortfall in income receipts or unexpected expenditure. Having now completed our first year of operations, the trustees have a clearer picture of the true operational costs of running the Centre.

As part of our strategic planning, the trustees are in the process of reviewing how the additional reserves over and above the stated level can be best spent for the benefit of our service users, including updating and expanding the equipment in the physio suite.

Public benefit statement

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have regard to the Charity Commission's guidance on public benefit. The trustees regard MSCD's activities as manifestly for the public benefit in that there is an identifiable benefit to local people living with multiple sclerosis, who are able to participate in physical and social activities. Our day centre also offers family carers of our service users a few hours respite each week, which is beneficial to their health and wellbeing.

Trustees' Responsibilities in relation to the financial statements

Charity law and good practice requires the Board of Trustees to prepare financial statements which give a true and fair view of the charity's affairs, of its income and expenditure for each accounting year and a statement of assets and liabilities at year end.

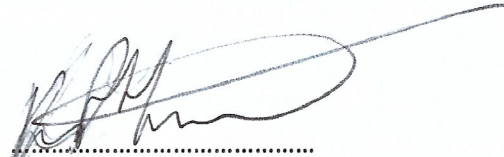
In order to achieve this, the trustees must comply with their obligation under the Charities Act 2011 with regards to the keeping of accounting records for the charity which disclose, with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with applicable accounting regulations.

They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees' Report was approved by the Board of Trustees on ³¹~~30~~ January 2025


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Elizabeth Neal
Trustee


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Keith Hunt
Trustee

Independent Examiner's Report to the members of MS Centre Dorset

I report on the accounts of the charity for the year ended 31 March 2024, which are set out on pages 10 & 11.

Respective responsibilities of members and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144) of the Charities Act 2011) and that an independent examination is required.

It is our responsibility to:

- examine the accounts (under section 145(1)(a) of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b)) of the 2011 Act); and
- to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

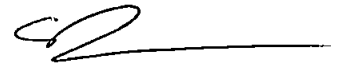
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Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives us reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

I 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.



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C Dunn FCCA
Newton Magnus
Chartered Certified Accountants
Arrowsmith Court
Station Approach
Broadstone
Dorset BH18 8AT

Date: 31 January 2025

RECEIPTS AND PAYMENTS ACCOUNT

For the year to 31 March 2024

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Previous year to the nearest £
Receipts				
Donations from service users	51,325	-	51,325	13,775
Donations – other	46,340	4,383	50,722	17,091
Multiple Sclerosis Society	-	-	-	180,000
Legacies	2,500	-	2,500	10,000
Grants	-	8,275	-	3,500
Gift aid	1,313	-	1,313	-
Fundraising activities	24,660	-	4,254	4,254
Sub total	126,138	12,658	138,795	228,620
Asset & investment sales	-	-	-	-
TOTAL RECEIPTS	126,138	12,658	138,795	228,620
Payments				
Light and heating	9,072	-	9,072	3,766
Water, sewerage, cleaning	8,832	-	8,832	2,116
Repairs and maintenance	10,813	178	10,991	4,920
Insurance	2,273	-	2,273	2,055
Telephone, internet	599	-	599	184
Printing, postage, stationery	1,135	-	1,135	183
Marketing/fundraising costs	3,582	-	3,582	2,025
Food and drinks	4,510	6,541	11,051	1,526
Transport	21,235	-	21,235	5,520
Carers	18,822	-	18,822	4,167
Charitable activities	45,306	-	45,306	6,007
Employment costs	10,581	-	10,581	-
Volunteer expenses	1,676	-	1,676	469
Bank charges	254	-	254	10
Legal and accounting expenses	1,287	-	1,287	-
Staff training	56	24	80	91
IT software	180	-	180	758
Sub total	140,213	6,743	146,956	33,797
Asset & investment purchases	-	-	-	-
Freezer, tilt table, standing aid	2,439	4,917	7,356	690
Sub total	2,439	4,917	7,356	690
TOTAL PAYMENTS	142,652	11,660	154,312	34,487
Net of receipts	(16,514)	998	(15,516)	194,133
Transfers between funds	-	-	-	-
Cash funds previous year end	197,730	-	197,730	3,597
Cash funds this year end	181,216	998	182,214	197,730

STATEMENT OF ASSETS AND LIABILITIES

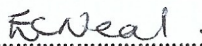
At 31 March 2024

		Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
Cash funds	Current account	181,216	998	-
	Total cash funds	181,216	998	-
Other monetary assets	None	-	-	-

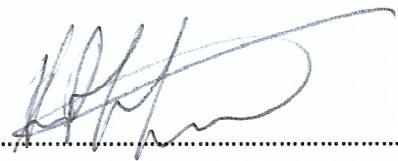
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Investment assets	None	-	-	-
Assets retained for the charity's own use	Motor vehicles	Unrestricted		
	Exercise equipment	Unrestricted		
	Furniture, fixtures and fittings	Unrestricted		
	Computer equipment	Unrestricted		

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Liabilities	Sundry suppliers	Unrestricted	6,501	April 2024

Signed on behalf of all the trustees



 Elizabeth Neal, Trustee
 Date: 31/1/25



 Keith Hunt, Trustee
 Date: 31/1/25