

The Russ Devereux Headlight Project

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 30 April 2022

“Charity Commission Copy”
Charity Number: 1189099

The Russ Devereux Headlight Project

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The Russ Devereux Headlight Project

Charity Information

Members of the Council of Management

Trustees:

Kenneth Devereux
Anna Forbes
Catherine A M Devereux
Alison Turner
Emma L Simkins
Richard Bowden
Charlotte Nichols – Appointed 18 October 2022
Paul Harrison – Appointed 18 October 2022

Charity Number:

1189099

Principal Address:

Level Q
Unit 2A
Surtees Business Park
Stockton on Tees
TS18 3HR

Independent Examiner

D J Robertson FCA
Anderson Barrowcliff LLP
3 Kingfisher Court
Bowesfield Park
Stockton on Tees
TS18 3EX

The Russ Devereux Headlight Project

Report of The Council of Management

The Trustees present their report together with financial statements for the year ended 30 April 2022.

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published in October 2019.

OBJECTIVES AND ACTIVITIES

The Charity seeks to preserve and protect mental health and wellbeing with the specific aim of reducing the number of deaths by suicide in the Tees Valley area. The charity achieves this through the provision of one-to-one counselling, trauma therapy and play therapy, provided by suitably qualified counsellors and therapists, for both adults and children who have been bereaved by suicide. The charity delivers workshops and presentations in schools, colleges, workplaces, and the local community to raise awareness about suicide, prevention, and mental health.

ACHIEVEMENTS AND PERFORMANCE

The demand for our counselling services has grown significantly and has continued to be the largest part of what we deliver. This reflects the increased awareness of the Headlight Project services, and the continued rise in the suicide numbers in our area. The North East has the highest regional suicide rate for 2021, 14.1 deaths per 100,000 people, compared to the national rate of 10.4. The North East has had the highest rate for 6 out of the past 10 years, as per the ONS figures. The Headlight Project has become known as the place to go for support if you have been bereaved by suicide.

With these figures in mind, the Trustees wish to place more focus on raising awareness around suicide and providing preventative education and training. We have researched this area and invested in staff suicide prevention training to enable us to move forward with a plan of delivery in the coming years.

In January 2022 we launched our very own awareness campaign, Turn Blue Monday Bright, which was a huge success and reached thousands of people in our area. Local schools and businesses joined us on the 3rd Monday in January to turn it from what has been dubbed the most depressing day of the year, Blue Monday, to a happy day. Everyone wore bright clothes, and we provided activities and well-being tips to encourage everyone to focus on their mental health and the small things we can all do to feel better. The school children all received an orange wristband. This has now become an annual mental health awareness campaign in our area.

Catherine, our founder and Trustee was asked to speak about the Charity and her story at a number of events in the local business community to raise awareness, including the Tees New Business Awards in November 2021, the SABIC International Women's Day event and North East Ladies Day spring event in March 2022.

As COVID restrictions ended during 2021, we were able to move forward again with our group bereavement sessions, 'Headlight Hubs'. This is a 6-week programme for those we have supported with one-to-one counselling, allowing them to meet others who have been through a similar experience and gain much needed peer support. We delivered three of the 6-week Headlight Hubs starting in May 2021, September 2021, and April 2022. We were also able to go into schools again to talk about loss and grief and open those often-difficult conversations with children.

PRINCIPAL FUNDING SOURCES

The majority of income came from individual fundraisers. These are often people who have received support from the charity and then go on to fundraise for us. A number of local businesses have made donations and we were in receipt of three small grants from Tees Valley Foundation, Comic Relief Groundworks and NELD.

We held a memorial golf day for Russ Devereux in September 2021, which raised £30,000. This is now one of our annual fundraising events and will take place in May of each year.

FINANCIAL REVIEW

The charity made a surplus of £16,948 during the year on unrestricted funds. The unrestricted funds at the year-end stood at £102,326.

The Russ Devereux Headlight Project

Report of The Trustees

Reserves Policy

The charity maintains free reserves to: -

- provide a level of working capital that protects the continuity of our core work
- provide a level of funding for unexpected opportunities.
- provide cover for risks such as unforeseen expenditure or unanticipated loss of income.

The charity has monthly expenditure of approximately £20,000 and the current free reserves of the charity (unrestricted funds less amounts invested in fixed assets) amount to £99,248.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Russ Devereux Headlight Project was incorporated on 17 April 2020. The CIO started to operate on the same date and the governing document is its constitution dated 17 April 2020

Governing Document

The Charitable Incorporated Organisation's governing document is its constitution dated 17 April 2020.

Trustee's Training & Appointment

The Trustees received safeguarding training in December 2021, and we are looking into further training opportunities for the board as we consider this to be very important given the responsibilities they hold.

Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly conducted meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charitable incorporated organisation.

Organisational Structure

In February 2022 we began working with a business coach, who has volunteered his time to help us achieve our long-term objectives. The first thing we focused on was the mission statement and we have become very clear in our vision to reduce the number of suicides in the Tees Valley. In order to achieve that we have looked at the organisational structure. We have put a management structure in place to oversee the day to day running of the charity, an operations manager and project lead who are supported by the business coach, with direction from Catherine Devereux and the board of Trustees. We have a rhythm of weekly meetings and have started to streamline the organisational systems, processes, and policies. We have also enlisted the help of a marketing consultant to help streamline the social media and marketing.

The Trustees hold quarterly Board Meetings where key decisions around governance are made and recorded in the minutes.

Plans For the Future

We aim to continue to be there to support those who have been bereaved by suicide and to have a team of therapists with specialist training in bereavement by suicide. We are looking to enlist the services of a clinical consultant to deliver that bespoke training and advise on clinical policy.

We plan to introduce a database system so we can provide accurate statistics about the numbers of people we have helped.

We aim to introduce further ongoing support for individuals, in the form of a monthly drop-in Hub and a private Facebook support group for those who have completed the 6-week Headlight Hub. This will alleviate the need for people to access the one-to-one support again in the future. We plan to launch a programme of preventative education and awareness training which can be rolled out across the Tees Valley in schools, Colleges, Businesses, community groups and for individuals. We are now looking at ways to achieve sustainable regular income and develop a resilient business model to deliver this.

The Russ Devereux Headlight Project

Report of The Trustees

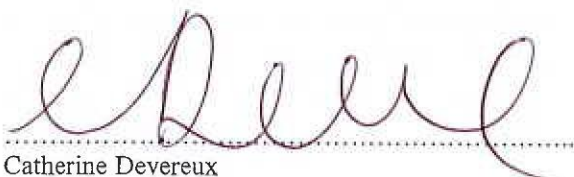
Plans For the Future - Continued

We plan to launch a corporate partner and supporter programme, along with a series of regular fundraising events that people can sign up to. We will also be looking at appropriate grant funding opportunities.

Trustee Statement

In setting our objectives and planning our activities, the trustees have given careful consideration to the Charity Commission guidance on public benefit.

Approved by order of the board of trustees on 24 February 2023 and signed on its behalf by

A handwritten signature in dark ink, appearing to read 'C Devereux', written over a dotted line.

Catherine Devereux
Trustee

Date: 24 February 2023

The Russ Devereux Headlight Project
Statement of Financial Activities
for the Year Ended 30 April 2022

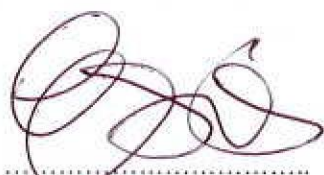
		2022 Restricted Funds	2022 Unrestricted Funds	2022 Total Funds	2021 All Unrestricted Total Funds
	Note	£	£	£	£
Income					
Donations & legacies	2	3,990	132,874	136,864	139,026
Income from charitable activities	3	-	50,361	50,361	-
Total Income		<u>3,990</u>	<u>183,235</u>	<u>187,225</u>	<u>139,026</u>
Expenditure					
Charitable activities	4	(3,990)	(166,287)	(170,277)	53,648
Total Expenditure		<u>(3,990)</u>	<u>(166,287)</u>	<u>(170,277)</u>	<u>53,648</u>
Net Movement in Funds/ Net (Expenditure)/Income for the year		-	16,948	16,948	85,378
Funds brought forward at 1 May 2021		-	85,378	85,378	-
Fund balance carried forward at 30 April 2022	11	<u>-</u>	<u>102,326</u>	<u>102,326</u>	<u>85,378</u>

The accompanying notes form part of these financial statements

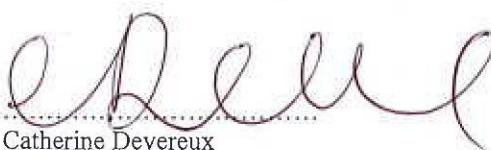
The Russ Devereux Headlight Project

Balance Sheet Period for the Year Ended 30 April 2022

	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	8	3,078	1,687
Current Assets			
Debtors	9	13,513	1,193
Cash at bank and in hand		109,995	83,398
		<u>123,508</u>	<u>84,591</u>
Creditors: Amounts falling due within one year	10	<u>(24,260)</u>	<u>(900)</u>
Net Current Assets		<u>99,248</u>	<u>83,691</u>
Net Assets		<u>102,326</u>	<u>85,378</u>
Funds			
Unrestricted	11	102,326	85,378
Total Funds		<u>102,326</u>	<u>85,378</u>



Emma L Simkins
Trustee



Catherine Devereux
Trustee

The accounts were approved by the Trustees on 24 February 2023.

The accompanying notes form part of these financial statements.

1 ACCOUNTING POLICIES

(a) General information and basis of preparation

The charity is a registered charity in England. The address of the principal office is given in the charity information on page 1. The nature of the charity's activities is shown in the Report of the Trustees.

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and 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 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 published in October 2019 rather than the accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The charity currently has sufficient reserves to continue in operation. The Trustees therefore believe that it is appropriate to prepare the financial statements on a going concern basis.

The financial statements are prepared in sterling which is the functional currency of the charity, rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Income

Items of income are recognised and included in the accounts when all the following criteria are met:-

- The charity has entitlement to the funds;
- Any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity.
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

Income from other trading activities includes income recognised as earned (as the related goods or services are provided) under contract. There is no netting off within the accounts.

Donations are credited to income as they are received. Grants received are recognised as income for the period which they relate to.

The Russ Devereux Headlight Project

Notes to the Financial Statements for the Year Ended 30 April 2022

(c) **Expenditure**

All expenditure is accounted for on an accruals basis and is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount can be measured reliably. Irrecoverable VAT is included in expenditure against the relevant cost for which the expenditure was incurred. Expenditure is classified under the following headings: -

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities. It includes both costs which can be directly allocated to activities and those costs of an indirect nature.
- Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs, finance, personnel, payroll and governance costs.
- Governance costs are those incurred in connection with compliance with constitutional and statutory requirements.

(d) **Fixed Assets**

Fixed assets are stated at cost less accumulated depreciation. Assets costing less than £500 are not capitalised.

Fixtures and fittings are depreciated on a 20% straight line basis to write off each asset over its estimated useful life.

(e) **Debtors**

Trade and other debtors with no stated interest rate and receivable within one year are recognised at the transaction price.

(f) **Cash at bank**

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.

(g) **Creditors**

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.

(h) **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering the funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(i) **Financial instruments**

The charity only has financial assets and financial 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.

The Russ Devereux Headlight Project

Notes to the Financial Statements for the Year Ended 30 April 2022

(k) **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure are sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 DONATIONS AND LEGACIES

	2022 Restricted £	2022 Unrestricted £	2022 Total £	2021 Total £
Donations	-	132,874	132,874	139,026
Grants	3,990	-	3,990	-
	<u>3,990</u>	<u>132,874</u>	<u>136,864</u>	<u>139,026</u>

All of the donations and legacies in 2021 were unrestricted.

3 INCOME FROM CHARITABLE ACTIVITIES

	2022 £	2021 £
Fundraising income	50,361	-
	<u>50,361</u>	<u>-</u>

All of the income from charitable activities in 2021 were unrestricted.

4 CHARITABLE ACTIVITIES

	2022 £	2021 £
Costs directly allocated to activities:		
Therapy costs	118,055	49,250
Fundraising	6,915	126
	<u>124,965</u>	<u>49,376</u>
Support Costs allocated to activities		
Rent	12,683	758
Advertising	5,166	649
Insurance	461	425
Admin costs	12,119	-
Sundries	101	-
Post & stationery	168	-
Repairs and renewals	461	-
Depreciation	488	-
Computer costs	3,782	-
Training	8,244	-
Governance costs (note 4)	1,638	2,440
	<u>45,311</u>	<u>4,272</u>
Total	<u>170,276</u>	<u>53,648</u>

All of the expenditure in 2021 was unrestricted.

The Russ Devereux Headlight Project

Notes to the Financial Statements for the Year Ended 30 April 2022

5 GOVERNANCE COSTS

	2022 £	2021 £
Accountancy - independent examination	1,060	900
Professional fees	578	1,540
	<u>1,638</u>	<u>2,440</u>

6 TRUSTEE REMUNERATION AND EXPENSES

None of the Trustees received any remuneration from the Charity. No expenses were paid to the Trustees during the period.

7 EMPLOYEE INFORMATION

The average number of employees was Nil (2021: Nil).

8 TANGIBLE FIXED ASSETS

	Fixtures & Fittings £	Total £
Cost		
At 1 May 2021	1,687	1,687
Additions	1,879	1,879
	<u>3,566</u>	<u>3,566</u>
Depreciation		
At 1 May 2021	-	-
Charge for period	488	488
	<u>488</u>	<u>488</u>
At 30 April 2022	<u>488</u>	<u>488</u>
Net Book Value		
30 April 2022	<u>3,078</u>	<u>3,078</u>
30 April 2021	<u>1,687</u>	<u>1,687</u>

9 DEBTORS

	2022 £	2021 £
Trade debtors	10,832	-
Other debtors	2,681	1,193
	<u>13,513</u>	<u>1,193</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	23,260	-
Accruals and deferred income	1,000	900
	<u>24,260</u>	<u>900</u>

The Russ Devereux Headlight Project

Notes to the Financial Statements for the Year Ended 30 April 2022

11 ANALYSIS OF CHARITABLE FUNDS

	Balance 1 May 2021	Incoming Resources	Resources Expended	Balance 30 April 2022
	£	£	£	£
Unrestricted Funds	85,378	183,235	(166,287)	102,326
Restricted Funds – TVCF	-	1,000	(1,000)	-
Restricted Funds – NELD	-	2,000	(2,000)	-
Restricted Funds – Comic Relief	-	990	(990)	-
Total	85,378	187,225	(170,277)	102,326

The TVCF grant is money received to cover one to one counselling costs. The NELD grant is money received to cover the costs in making a film which will raise awareness of the charity. The Comic Relief grant is money received to cover therapy costs.

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Tangible Fixed Assets	3,078	-	3,078
Current Assets	123,508	-	123,508
Liabilities	(24,260)	-	(24,260)
	102,326	-	102,326

13 RELATED PARTY TRANSACTIONS

During the year the charity paid £426 to Attis Insurance Brokers in which Emma L Simkins is a shareholder.

The Russ Devereux Headlight Project

Independent Examiner's Report to the Trustees of The Russ Devereux Headlight Project

I report to the charity trustees on my examination of the accounts of the Charity for the period ended 30 April 2022 which are set out on pages 4 to 11.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").


I report in respect of my examination of your charity's accounts as carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



D J Robertson FCA
Anderson Barrowcliff LLP
Chartered Accountants
3 Kingfisher Court
Bowesfield Park
Stockton on Tees
TS18 3EX

Date: 24 February 2023