

The Russ Devereux Headlight Project

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 30 April 2023

-

The Russ Devereux Headlight Project

Contents

	<u>Pages</u>
Charity information	1
Report of the Trustees	2 – 4
Statement of financial activities	5
Balance sheet	6
Notes to the accounts	7 – 11
Independent Examiner's Report	12

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

J Dale FCCA
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 period 1st May 2022 to 30th April 2023.

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 service continued to be high, and accounts for the largest part of the service provided. We delivered 2,441 individual therapy sessions during the year. We also ran 4 of our 6-week group bereavement hubs and launched a monthly drop-in hub, for those who have completed the 6-week programme for ongoing support. A private Facebook group has been created to offer further support and connection following completion of the hubs. The Project has become recognised locally as a service for those bereaved by suicide.

During the period, a robust invoicing policy was implemented, and a case number system for data collection. This will enable us to provide much more detailed statistics of the services and people we support moving forward.

The North East region had the highest suicide rate for 2021, and has been for 6 out of the past 10 years. Whilst the therapy led services are preventative in themselves, the Trust Board also focused on awareness, and providing preventative education and training to the Tees Valley community.

The result of a strategic review of the charity's direction was a clear mission statement "to reduce the number of deaths by suicide in the Tees Valley area, through therapy of those bereaved by suicide and preventative education and training". A successful rebrand followed and an updated website was launched in January.

We have researched the suicide prevention training available and have developed a three-step approach for individuals aged 16+. It begins with our awareness presentation, "Shine a Light on Suicide & Suicide Prevention", followed by Alertness training (SafeTALK) and Intervention (ASIST) Training. We delivered the awareness presentation to 120 people during the year and the Alertness training programme is ready to launch in June 2023.

Our second awareness campaign in January 2023 (Blue Monday Bright) was impactful and reached thousands of people in the local area, with a number of schools and workplaces taking part in the promoted activities for good mental health and wellbeing at what can be a difficult time of year for many.

PRINCIPAL FUNDING SOURCES

The majority of income continues to come from individual fundraisers. A number of local businesses made donations and we were in receipt of two small grants from The Teesside Family Foundation and NFU Mutual.

The Russ Devereux Headlight Project

Report of The Council of Management

The Trust Board have looked closely at the income model and how it can be made more sustainable. There is 7 annual charity events which generate a stable income and our 5th Wheel Partner & Supporter Programme was implemented in March which will provide a regular income stream and which it is hoped will grow from new members signing up to be supporters.

FINANCIAL REVIEW

The charity had a deficit of £46,507 during the year which was covered by reserves. The unrestricted funds at the year-end stood at £55,819.

We now have detailed management accounts, including a cashflow forecast which goes out for a year and is looking robust.

Reserves Policy

The charity aims to maintain free reserves at a minimum of 6 months expenditure 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 amount to £63,479.

ORGANISATIONAL STRUCTURE

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.

Following the strategy meeting in November 2022 a management structure was put in place to oversee the day to day operations of the charity, an Operations Manager and Project Lead. Regular management meetings are held meetings and the organisational systems, processes, and policies have been streamlined as a result. An Events & Volunteer Co-ordinator completes the central team employed by the charity.

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

PLANS FOR THE FUTURE

We aim for the service to be accessible to any individual (adult or child) who has been bereaved by suicide in the Tees Valley and to have a team of therapists with specialist training in bereavement by suicide. We have enlisted the services of a clinical consultant to deliver bespoke training for the team and advise on clinical policy. A system to gather feedback from those who have accessed our services is also now in place.

We have developed online support resources consisting of a series of guidance videos (Guiding Light series) on the most common areas of concern we receive from clients, including Inquests, suicide bereavement in children and how to support children with grief.

A parent/carer support group for those supporting children bereaved by suicide. "Little Truck Hub" is being developed alongside a grief resource book for children, "The Three Little Trucks."

We aim to deliver our programme of preventative education and awareness training across the Tees Valley in schools, colleges, businesses, community groups and for individuals. A pilot workshop scheme has been delivered to thousands of students during October and November at a local further education college we can be rolled out in other educational settings.

We will be looking at appropriate grant funding opportunities for longer term funding.

TRUSTEES TRAINING & APPOINTMENT

The Trustees received safeguarding refresher training and governance training in April 2023.

Trustee are appointed in accordance with the governing document for a term of 3 years. 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.

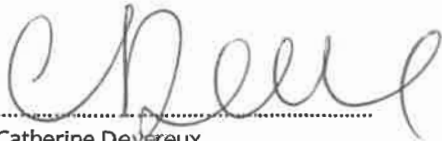
The Russ Devereux Headlight Project

Report of The Council of Management

TRUSTEES 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 6th December 2023 and signed on its behalf by;

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

Catherine Devereux
Trustee

The Russ Devereux Headlight Project
Statement of Financial Activities
for the Year Ended 30 April 2023

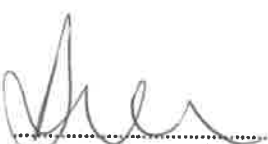
	Note	2023 All Unrestricted Total Funds £	2022 Total Funds £
Income			
Donations & legacies	2	149,036	136,864
Income from charitable activities	3	24,576	50,361
Total Income		173,612	187,225
Expenditure			
Charitable activities	4	(220,119)	(170,277)
Total Expenditure		(220,119)	(170,277)
Net Movement in Funds / Net (Expenditure) /Income for the year		(46,507)	16,948
Funds brought forward at 1 May 2022		102,326	85,378
Fund balance carried forward at 30 April 2023	11	55,819	102,326

The accompanying notes form part of these financial statements


The Russ Devereux Headlight Project


Balance Sheet Period for the Year Ended 30 April 2023

	<u>Notes</u>	2023		2022	
		£	£	£	£
Fixed Assets					
Tangible assets	8		4,399		3,078
Current Assets					
Debtors	9	3,040		13,513	
Cash at bank and in hand		65,805		109,995	
		<u>68,845</u>		<u>123,508</u>	
Creditors: Amounts falling due within one year	10	<u>(17,425)</u>		<u>(24,260)</u>	
Net Current Assets			<u>51,420</u>		<u>99,248</u>
Net Assets			<u>55,819</u>		<u>102,326</u>
Funds					
Unrestricted	11		<u>55,819</u>		<u>102,326</u>
Total Funds			<u>55,819</u>		<u>102,326</u>



 Emma L Simkins
 Trustee


 Anna Forbes



 Catherine Devereux
 Trustee

The accounts were approved by the Trustees on

29/1/23

The accompanying notes form part of these financial statements.

The Russ Devereux Headlight Project

Notes to the Financial Statements for the Year Ended 30 April 2023

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**

Income is 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.

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

There is no netting off within the accounts.

The Russ Devereux Headlight Project

Notes to the Financial Statements for the Year Ended 30 April 2023

(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 15% 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 2023

(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

	2023	2022
	£	£
Donations	144,596	132,874
Grants	4,440	3,990
	<u>149,036</u>	<u>136,864</u>

All the donations and legacies for 2023 were unrestricted. In 2022, £3,990 was restricted and £132,874 was unrestricted.

3 INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Fundraising income	24,576	50,361
	<u>24,576</u>	<u>50,361</u>

All the income from charitable activities in 2023 and 2022 was unrestricted.

4 CHARITABLE ACTIVITIES

	2023	2022
	£	£
Costs directly allocated to activities:		
Therapy costs	134,440	118,055
Fundraising	12,067	6,915
	<u>146,507</u>	<u>124,965</u>
Support Costs allocated to activities		
Rent	22,987	12,683
Advertising	10,498	5,166
Insurance	1,131	461
Admin costs	32,550	12,119
Sundries	610	101
Post & stationery	-	168
Repairs and renewals	384	461
Depreciation	558	488
Computer costs	3,049	3,782
Training	393	8,244
Governance costs (note 5)	1,452	1,638
	<u>73,612</u>	<u>45,311</u>
Total	<u>220,119</u>	<u>170,276</u>

All the expenditure in 2023 was unrestricted. In 2022, £3,990 was restricted and £166,286 was unrestricted.

The Russ Devereux Headlight Project

Notes to the Financial Statements for the Year Ended 30 April 2023

5 GOVERNANCE COSTS

	2023	2022
	£	£
Accountancy - independent examination	960	1,060
Professional fees	492	578
	<u>1,452</u>	<u>1,638</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

	2023	2022
	£	£
Wages and salaries	20,591	-
Other pension costs	270	-
	<u>20,861</u>	<u>-</u>

The average number of employees was 2 (2022: Nil).

8 TANGIBLE FIXED ASSETS

	Fixtures & Fittings	Total
	£	£
Cost		
At 1 May 2022	3,566	3,566
Additions	1,879	1,879
Cost 30 April 2023	<u>5,445</u>	<u>5,445</u>
Depreciation		
At 1 May 2022	488	488
Charge for period	558	558
At 30 April 2023	<u>1,046</u>	<u>1,046</u>
Net Book Value		
30 April 2023	<u>4,399</u>	<u>4,399</u>
 30 April 2022	<u>3,078</u>	<u>3,078</u>

9 DEBTORS

	2023	2022
	£	£
Trade debtors	127	10,832
Other debtors	2,913	2,681
	<u>3,040</u>	<u>13,513</u>

The Russ Devereux Headlight Project

Notes to the Financial Statements for the Year Ended 30 April 2023

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	8,765	23,260
Accruals and deferred income	8,660	1,000
	<hr/> 17,425 <hr/>	<hr/> 24,260 <hr/>

Included in accruals and deferred income is £7,660 deferred income which relates to entry fees for a future fundraising event.

11 ANALYSIS OF CHARITABLE FUNDS

	Balance 1 May 2022	Incoming Resources	Resources Expended	Balance 30 April 2023
	£	£	£	£
Unrestricted Funds	102,326	173,612	(220,119)	55,819
	<hr/> 102,326 <hr/>	<hr/> 173,612 <hr/>	<hr/> (220,119) <hr/>	<hr/> 55,819 <hr/>
Total	102,326	173,612	(220,119)	55,819
	<hr/> 102,326 <hr/>	<hr/> 173,612 <hr/>	<hr/> (220,119) <hr/>	<hr/> 55,819 <hr/>

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Tangible Fixed Assets	4,399	-	4,399
Current Assets	68,845	-	68,845
Liabilities	(17,425)	-	(17,425)
	<hr/> 55,819 <hr/>	<hr/> - <hr/>	<hr/> 55,819 <hr/>

13 RELATED PARTY TRANSACTIONS

During the year the charity paid £1,096 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 2023 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.



J Dale FCCA
Anderson Barrowcliff LLP
Chartered Accountants
3 Kingfisher Court
Bowesfield Park
Stockton on Tees
TS18 3EX

Date: 2/12/24