

Headspace

Annual Report of the Trustees for the period ended 31 December 2021

Registration and Trustees

Headspace is a Charitable Incorporated Organisation which is governed by a constitution adopted on 5 June 2020. Headspace was registered by the Charity Commission for England and Wales on the Register of Charities on 8 June 2020 – Charity Number: 1189822.

There are currently six trustees of Headspace:

	<u>Appointment Date</u>	<u>End date of current term</u>
• Kathryn Helen Pulham (Chair)	8 June 2020	7 June 2024
• Helen Adams *	8 June 2020	7 June 2023
• Scott Neil Powles	8 June 2020	7 June 2023
• Kevan Taylor (Treasurer) **	8 June 2020	7 June 2024
• Jon Wareing	28 September 2021	27 September 2023
• Thomas Ian Watmore	17 November 2020	16 November 2022

* Helen Adams was initially appointed for a term of one year and has been appointed for a second term of office.

** Kevan Taylor was initially appointed for a term of two years and has been appointed for a second term of office.

All future appointments of trustees will be for an initial term of 2 years. Trustees are appointed with reference to their expertise in relation to the needs of the charity, most notably safeguarding, child welfare, financial management and fund raising.

Four meetings of the trustees were held during the year.

All of the trustees act as volunteers for the charity and receive no remuneration for their services

Objects

The objects of Headspace as laid down in its' constitution are:

- for the public benefit the promotion and protection of good mental health of young people in Gloucestershire and the surrounding areas, in particular but not exclusively through the provision of counselling programmes, signposting and support services
- to relieve the needs of people in Gloucestershire and the surrounding areas experiencing mental illness, their families and carers in particular but not exclusively by provision of advice, information and support services.

Activities

The activities of Headspace during 2021 were focussed on providing counselling services and developing wellbeing activities for children in secondary education, strengthening safeguarding processes and raising funds.

During the year, fundraising efforts were focused on three prime elements:

- Donations from a wide range of entities and individuals
- Christmas Grotto Event – held on seven days in December
- Grants – four grants were received from local organisations

Counselling services were provided to a number of young people who attend The Cotswold School which is located in Bourton on the Water. It is planned to extend this service to other young people in the coming years.

Wellbeing activities provided by Headspace during 2021 included the provision of an allotment and craft activities with children.

To extend the services and activities provided by Headspace a lease agreement was entered into in April 2021 for a small industrial unit in Bourton on the Water. This unit has space for counselling services, craft and art activities and will also in the future house Mind Mechanics – an activity in which children who are struggling with their emotions are engaged in the repair and recycling of bicycles.

In the performance of all its activities, the trustees have taken due regard to the guidance issued by the Charity Commission on public benefit.

Achievements and Performance

The trustees are pleased that the charity has built on the foundations put in place during 2020 and the charity is now well known in its area in which it currently operates. This is recognised by the wide range of donors from which income has been received, the success of the Christmas Grotto held in Clapton on the Hill, the receipt of four grants and the goodwill Headspace has received from numerous sources.

The trustees are also pleased to report that strengthening of safeguarding processes has been a major focus during the year and high standards in safeguarding will continue to be a primary objective for Headspace

It is encouraging to report that a number of volunteers have come forward to provide their services to Headspace. The trustees offer their thanks and appreciation to each of our volunteers for all their dedicated efforts on behalf of Headspace and the community it serves.

The trustees are also pleased that our relationship with The Cotswold School has continued and together we have provided increased availability of counselling services to provide mental health support for young people.

Financial Review

For the year ended 31 December 2021, the charity's financial results report a surplus of £36,147 which increases reserves to £170,249.

The major contributors which enabled the above surplus of £36,147 were income streams received from:

- Donations totalling £36,710 (55% of all income) from over 30 donors, most notably £20,000 from the Rockliffe Charitable Trust
- Christmas Grotto Event generated income of £14,689, all of which was given to Headspace without any deduction of costs
- Grants of £13,000 received from 3 local authority sources and a local healthcare charity

Total income for the year to 31 December 2021 was £66,279 (2020 - £152,451 including a legacy of £120,000).

Total costs for the year amounted to £30,132 (2020 - £18,349). 59% of this expenditure was spent on providing counselling services to support the mental health of young people at a cost of £17,909 (2020 - £17,382).

The financial statements for the period to 31 December 2021 were prepared by independent accountants, Chamberlains (Accountancy and Taxation) Limited and are attached to this Annual Report.

Reserves

As at 31 December 2021, the charity held reserves of £170,249 which is the value of its' accumulated surplus. It is the intention of the trustees to utilise the legacy over the initial years of the operations of Headspace to enable the charity to put in place a range of activities to support the mental health and wellbeing of young people whilst income streams are developed to ensure that Headspace can sustain its activities for the long term.

Risk Management

The trustees have assessed the major risks to which the charity is exposed and are satisfied that procedures are in place to mitigate exposure to major risks in relation to safeguarding, other operations, finances and reputation.

Registered Office

60 Roman Way
Bourton on the Water
GL54 2EW

1 October 2022

HEADSPACE

ACCOUNTS
(INCORPORATING THE REQUIREMENTS OF
THE CHARITY COMMISSION)

FOR THE YEAR ENDED

31 DECEMBER 2021

CHARITY NUMBER: 1189822

HEADSPACE

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FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

ACCOUNTANTS' REPORT TO

HEADSPACE

We have prepared the attached Balance Sheet and accompanying Income and Expenditure Account, as accountants, using the information contained within our client's business records for the year ended 31 December 2021.

Chamberlains (Accountancy and Taxation) Limited
Ground Floor, 5 The Pavilions
Cranmore Drive
Shirley
Solihull
B90 4SB

7 October 2022

CLIENT APPROVAL CERTIFICATE

I have approved these financial statements and authorise them for production to HM Revenue and Customs and the Charity Commission.

Kathryn Pulham

Mrs K Pulham

7 October 2022

HEADSPACE

BALANCE SHEET AS AT 31 DECEMBER 2021

	2021 £	2020 £
FIXED ASSETS		
Equipment	399	-
CURRENT ASSETS		
Debtors and Prepayments	10,000	382
Bank Current Account	57,423	133,720
Bank Deposit Accounts	105,000	-
	<u>172,423</u>	<u>134,102</u>
CURRENT LIABILITIES		
Creditors and Accruals	1,282	-
PAYE and Social Security Costs	1,291	-
	<u>2,573</u>	<u>-</u>
NET ASSETS	<u>170,249</u>	<u>134,102</u>
FINANCED BY		
UNRESTRICTED FUNDS		
Balance Brought Forward	134,102	-
Net Surplus/(Deficit) for Year	36,147	134,102
Accumulated Surplus	<u>170,249</u>	<u>134,102</u>

HEADSPACE

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

	2021		2020	
	£	£	£	£
Income				
Donations		36,710		150,920
Grants		13,000		-
Events		15,463		-
Sales of Produce		986		1,531
		<u>66,159</u>		<u>152,451</u>
Other Income				
Bank Interest		120		-
		<u>66,279</u>		<u>152,451</u>
Expenditure				
Counselling Services	17,909		17,382	
Materials and Consumables	1,519		-	
Unit Running Costs	5,355		-	
Computer Consumables	378		43	
Charity Insurance	512		164	
Training Fees	1,869		-	
Advertising and Promotion	1,505		671	
Sundry Expenses	234		62	
Accountancy Charges	150		-	
Legal and Professional Fees	240		-	
Bank Charges	261		27	
Depreciation	200		-	
		<u>30,132</u>		<u>18,349</u>
Net Surplus/(Deficit)		<u><u>36,147</u></u>		<u><u>134,102</u></u>

HEADSPACE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECMEBER 2021

1 BASIS OF PREPERATION

These 'Receipts and Payments' accounts are presented under section 133 of the Charities Act 2011, which states that charities registered in England and Wales that are not companies are allowed to complete Receipts and Payments accounts if their turnover does not exceed £250,000. Also, In accordance with section 25 of the Charity's constitution, the trustees have kept proper accounting records and the charity is entitled to file receipts and payments accounts if the Trustees choose to do so.

The Trustees confirm that none of the exceptions listed in the Charity Commission's guidelines apply to the Charity and that receipts and payments accounts are appropriate to the Charity's circumstances.

2 DEBTORS

	2021	2020
	£	£
Amounts due from fundraising activities	9,502	-
Prepayments	498	382
	<u>10,000</u>	<u>382</u>

3 CREDITORS

Amounts due on invoices received	1,149	-
Accruals	133	-
	<u>1,282</u>	<u>-</u>

4 TRUSTEE'S REMUNERATION

Trustees received no remuneration or benefits in this period. Expenses were reimbursed at cost and were derived wholly from charitable activities.

5 RELATED PARTY TRANSACTIONS

Other than a minor donation made by a trustee, the charity does not have any related parties.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
HEADSPACE

On accounts for the year
ended

31 DECEMBER 2021

Charity no
(if any)

219333

Set out on pages

1 TO 4

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2020.

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 the Trust's accounts carried out under section 145 of the 2011 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

11-10-22

Name:

PAUL SMITH

Relevant professional
qualification(s) or body
(if any):

FCCA

Address:

CHAMBERLAINS (ACCOUNTANCY & TAXATION) LIMITED

GROUND FLOOR, 5 THE PAVILIONS, CRANMORE DRIVE

SHIRLEY, SOLIHULL, B90 4SB

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.