

Headspace

Annual Report of the Trustees for the period ended 31 December 2022

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 2025
• Kevan Taylor (Treasurer) **	8 June 2020	7 June 2024
• Patrick Flaherty	25 January 2023	24 January 2025
• Jon Wareing **	28 September 2021	27 September 2025
• Thomas Ian Watmore **	17 November 2020	16 November 2024

Scott Powles resigned as a trustee on 17 January 2023 after serving for more than two and a half years as a trustee.

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

** Jon Wareing, Kevan Taylor and Thomas Ian Watmore were initially appointed for terms of two years and have all 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 2022 were focussed on providing counselling services and developing wellbeing activities for young people in secondary education, reviewing 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 Childrens Grotto Event – held over six days in December
- Grants – four grants were received from local organisations

Counselling services and wellbeing activities 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 in the coming years to other young people including those attending other schools.

Wellbeing activities provided by Headspace during 2022 included the provision of an allotment and a range of other activities with young people including crafts, mind mechanics, arts and baking. During the year it was recognised that the impact of the services offered by Headspace would be improved by the recruitment of a Wellbeing Lead and an appointment was made on 16th January 2023.

A number of activities continue to take place at a small industrial unit in Bourton on the Water which Headspace occupies under a lease agreement with a supportive local business. This unit has space for counselling services and a range of wellbeing activities.

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 the area in which it currently operates. This is recognised by the wide range of donors from which income has been received, the continued success of the Christmas Grotto held in Clapton on the Hill, the receipt of four grants and the practical help Headspace receives from a number of local supporters and volunteers.

The trustees are also pleased to report that the safeguarding processes in place remain fit for purpose.

It is essential to note that Headspace could not fulfil its remit without the involvement of a number of volunteers who generously provide their skills and time. The trustees offer their thanks and appreciation to each of our volunteers for all their dedicated efforts on behalf of Headspace and the communities 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 2022, the charity's financial results report a surplus of £15,491 which increases reserves to £185,740.

The major contributors which enabled the above surplus of £15,491 were income streams received from:

- Donations of £19,794 (44% of total income) from over 30 donors, most notably £6,379 from the NFU
- The Christmas Grotto Event which generated income of £15,088 (33% of total income), all of which was given to Headspace with minimal deduction of costs
- Grants of £6,250 (14% of total income) received from a local authority and three local community funding providers

Total income for the year to 31 December 2022 was £45,087 (2021 - £66,279).

Total costs for the year amounted to £29,956 (2021 - £30,132). 57% (2021 – 59%) of this expenditure was spent on providing counselling services to support the mental health of young people at a cost of £16,761 (2021 - £17,909).

The financial statements for the period to 31 December 2022 were prepared by independent accountants, Chamberlains (Accountancy and Taxation) Limited and are attached to this Annual Report.

Reserves

As at 31 December 2022, the charity held reserves of £185,740 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

Unit 6, Old Station Yard,
Bourton Industrial Estate
Bourton on the Water
GL54 2HQ

26 October 2022

HEADSPACE

ACCOUNTS
(INCORPORATING THE REQUIREMENTS OF
THE CHARITY COMMISSION)

FOR THE YEAR ENDED

31 DECEMBER 2022

CHARITY NUMBER: 1189822

HEADSPACE

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

	Page
Accountant's Report	1
Balance Sheet	2
Income and Expenditure Account	3
Notes to the Financial Statements	4

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

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 2022.

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

16 October 2023

CLIENT APPROVAL CERTIFICATE

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

Mrs K Pulham

16 October 2023

HEADSPACE

BALANCE SHEET AS AT 31 DECEMBER 2022

	2022 £	2021 £
FIXED ASSETS		
Equipment	199	399
CURRENT ASSETS		
Debtors and Prepayments	12,299	10,000
Bank Current Account	69,487	57,423
Bank Deposit Accounts	105,270	105,000
	<u>187,056</u>	<u>172,423</u>
CURRENT LIABILITIES		
Creditors and Accruals	585	1,282
PAYE and Social Security Costs	930	1,291
	<u>1,515</u>	<u>2,573</u>
NET ASSETS	<u>185,740</u>	<u>170,249</u>
FINANCED BY		
UNRESTRICTED FUNDS		
Balance Brought Forward	170,249	134,102
Net Surplus/(Deficit) for Year	15,491	36,147
Accumulated Surplus	<u>185,740</u>	<u>170,249</u>

HEADSPACE

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

	2022		2021	
	£	£	£	£
Income				
Donations		19,794		36,710
Grants		6,250		13,000
Events		18,241		15,463
Sales of Produce		111		986
		<u>44,396</u>		<u>66,159</u>
Other Income				
Bank Interest		691		120
		<u>45,087</u>		<u>66,279</u>
Expenditure				
Counselling Services	16,761		17,909	
Materials and Consumables	1,940		1,519	
Unit Running Costs	7,689		5,355	
Computer Consumables	1,243		378	
Charity Insurance	530		512	
Training Fees	254		1,869	
Advertising and Promotion	-		1,505	
Sundry Expenses	450		234	
Accountancy Charges	150		150	
Legal and Professional Fees	-		240	
Bank Charges	379		261	
Depreciation	200		200	
		<u>29,596</u>		<u>30,132</u>
Net Surplus/(Deficit)		<u><u>15,491</u></u>		<u><u>36,147</u></u>

HEADSPACE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECMEBER 2022

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

	2022	2021
	£	£
Amounts due from fundraising activities	10,969	9,502
Prepayments	1,330	498
	<u>12,299</u>	<u>10,000</u>

3 CREDITORS

Amounts due on invoices received	285	1,149
Accruals	300	133
	<u>585</u>	<u>1,282</u>

4 TRUSTEE'S REMUNERATION

Trustees received no expenses, remuneration or benefits in this period

5 RELATED PARTY TRANSACTIONS

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 2022

Charity no
(if any)

1189822

Set out on pages

1 TO 4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2022.

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 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

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:

20.10.23

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.