

SUNDERLAND HEADLIGHT

England & Wales · Charity number 1196126

Details

Status Registered

Legal form CIO

Registered 2021-10-12

Register [View on the Charity Commission register](#)

Contact

Address 14 Mary Street
Sunderland
Tyne & Wear
Sr1 3nh
SR13NH

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Website www.sunderlandheadlight.co.uk

Activities

Objects: THE OBJECT OF THE CIO IS: FOR THE PUBLIC BENEFIT TO RELIEVE THE NEEDS OF PEOPLE WHO ARE SUFFERING, OR WHO HAVE SUFFERED, FROM POOR MENTAL HEALTH BY OFFERING EDUCATIONAL AND RECREATIONAL ACTIVITIES, SERVICES, SUPPORT, INFORMATION AND ADVICE TO SUCH PEOPLE, THEIR FAMILIES AND CARERS, TAILORED TO MEET THEIR NEEDS.

Activities: Headlight supports people experiencing mental health issues by providing a range of services and activities that enable them to step on the road to recovery and independence. Consultation with service users helps us to identify current need and develop effective practices. We work in a person centred way and offer people a place to belong and an opportunity to live a fulfilling life.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- Sunderland

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£93,843	£136,388	-	-
2023-12-31	£130,977	£115,448	-	-
2022-12-31	£88,272	£54,444	-	-

Trustees

Name	Role	Appointed
Robert Braines	Chair	2024-10-14
Alyson Smith		2024-04-15
Julie Graham		2024-10-14
Michelle Unthank-Skinner		2024-10-14
PAUL ALLISON		2024-10-14
Susie Turner		2024-10-14

SUNDERLAND HEADLIGHT

England & Wales - Charity number 1196126

Accounts

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 December 2024
for
Sunderland Headlight CIO**

TTR Barnes Limited
Chartered Accountants
3-5 Grange Terrace
Stockton Road
Sunderland
Tyne & Wear
SR2 7DG

Sunderland Headlight CIO

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Sunderland Headlight CIO
Report of the Trustees
for the Year Ended 31 December 2024

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Sunderland Headlights objectives are:

For the public benefit to relieve the needs of people who are suffering, or who have suffered, from poor mental health by offering educational and recreational activities, services, support, information and advice to such people, their families and carers, tailored to meet their needs.

Headlight supports people experiencing mental health issues by providing a range of services and activities that enable them to step on the road to recovery and independence. Consultation with service users helps us to identify current need and develop effective practices. We work in a person centred way and offer people a place to belong and an opportunity to live a fulfilling life.

Public benefit

The Trustees have had regard to the Charity's Commission's guidance on their legal duty on public benefit and are satisfied that the Charity deliver a public benefit.

Due regard is paid to the public benefit guidance when deciding what new activities are to be undertaken.

Volunteers

Our volunteers are recruited through a development and progression route from our service users and it is wonderful to witness them realising their sense of self-worth and increase their self-confidence. Their contribution to our organisation is invaluable and highly appreciated.

Throughout 2024 our volunteers have taken on a variety of roles within the project to help provide services and activities to those requiring help and support. They are all dedicated to what they do. Their generosity, dedication, and passion for what they do makes a huge difference in the wellbeing of so many, and Sunderland Headlight CIO would not be what it is without their input.

Sunderland Headlight CIO
Report of the Trustees
for the Year Ended 31 December 2024

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

Since 2002 Sunderland Headlight has been encouraging and supporting mental health service users to access provision, develop skills, get involved, and build a support system that works for them in the community.

Throughout 2024 we have worked diligently, continued to promote positive mental health, and provide activities and services based on the needs of our service users.

Sunderland Headlight has had a challenging 2024 in terms of managing increased demand for our activities and services, as the table below demonstrates.

	22/23	23/24	% Increase
Footfall	4044	4645	14.86%
New attendees	443	671	51.47%
Check in calls	2753	3257	18.31%
Listening Sessions	1176	1928	63.95%
Advice Sessions	2042	2751	34.72%

There has been a significant increase in the number of people accessing our organisation either in person or remotely. This reflects national mental health statistics that indicate that North East & North Cumbria had the second highest prevalence nationally of people reporting a mental health problem, where 15.6% of our areas population had a mental health issue. (Mental health statistics: prevalence, services and funding in England, House of Commons Library, 2024.)

We work with a person-centred ethos and it is vital to us that what we do meets need and is effective. We held a consultation with our service users to explore this, and the information gathered was central to the production of our new Strategic Plan 2023 - 2026. Alongside this, we frequently consult with our service users to capture changes in needs and introduce solutions to ensure these needs are met.

We have continued to offer a number of activities with a proportion of them facilitated by volunteers recruited from our service users. We offer a Men's Group, Women's Group, Bingo, Coffee Morning, Games Group and a weekly quiz. All of these activities support positive mental wellbeing and reduce feelings of loneliness and isolation.

Our volunteers are an integral part of the organisation. They all have lived experience of mental illness and began as service users, used our support to be able to manage their mental health better, then wanted to give back and support others. It is a massive part in people realising their self-worth and recognising that they can make a huge contribution towards helping others. They also stand as a beacon of hope to others and demonstrate that life can get better. The following tells of one volunteers experience of working with Headlight:

'I wouldn't be sitting here now if it wasn't for Headlight, truthfully. Without having Headlight to come to during the week I would be in the house, day in day out. My mind would be in overdrive and the voices would be worse; I like to be kept busy. You are guaranteed a laugh when you come into Headlight. Volunteering helps with my routine. I spoke to Alison about taking the role of Bingo volunteer and I really enjoy it. I make my own sayings up mind! When I first came to Headlight my mental health wasn't great at all, I was crying all the time. My CPN introduced me, she dropped me off at Headlight, waited for me to come in and then left me to have a Meet & Greet. I've been coming thirteen years now. When I go to the doctors, they ask me every now and then if I need a CPN, I don't feel like I need one at the minute, because Headlight is helping to keep me well by coming here.'

We have continued to expand our network and strengthen existing partnerships. Our work with The Cultural Spring has developed significantly over the year. Following the Ceramics Course, we held a Pewter Course for our service users. This was very well received and we were invited by The Cultural Spring to apply for a grant and position with their Community Arts Research Project. We were successful with this application with the proposal to explore the links between mental health and a wellbeing garden. Our service users were fully involved with the selection and commissioning of an artist for this project and the work undertaken by them all has had many positive outcomes.

Sunderland Headlight CIO
Report of the Trustees
for the Year Ended 31 December 2024

Following this, we were invited by The Cultural Spring to become a 'Space to Create'. This will enable us to improve access for our service users to the experience and participation in arts and culture. Our initial project under this programme is a short animation telling our service users life stories and the positive impact Headlight has had for them.

Our trip to York in July was enjoyed by many of our service users. These trips make a difference for people and are great for encouraging camaraderie. We always get positive feedback and people ask when the next one will be and where we could consider going. For some, it is one of the few, if not only, chances they have to get away somewhere different and feel safe and supported.

Once again this year we had numerous requests for work experience placements from local schools. We had capacity this year to have two students on placement. These placements work well to introduce young people to what the world of work is like, and to help them to consider career choices.

Across the year we hold a number of celebrations and parties at Headlight, including World Mental Health Day, Easter, Halloween, Christmas, Volunteer Awards Ceremony, and Fun Day. Fun Day is probably one of the really looked forward to events at Headlight by service users and it has definitely become a summer tradition now. One of the Social Prescribing Team came along this year, and this was her experience:

'Headlight is an amazing place to come to. The Summer Fun Day today has shown inclusivity and compassion for people who deserve to be treated as everyone else I refer a high number of patients to this service and receive positive feedback. Keep doing what you're doing you are all stars! Big thank you for the invite'.

Our Generalist Advice Service is constantly in demand to support clients with a number of issues, particularly welfare benefit applications and assessments. From January 2023 to December 2024, we secured a benefit gain of £2,072,229.03 for our clients. This is a phenomenal achievement by our Advice Workers and demonstrates how effective this service is and how much it is needed by those with mental health issues.

We support people who are unable to come into Headlight in person via weekly check in calls. Our Support Worker makes on average around 100 of these calls a week. These calls mean a great deal to those who receive them. Support is also offered through Listening Sessions. These can be conducted face to face or via telephone. They provide an often needed one to one space for people to talk about things they are worried about or that are bothering them, or just to get things off their chest. Staff delivered 1993 Listening Sessions in 2024.

'Just want to thank you for all you do, life- saving for me. Thanks a lot, looking forward to a listening session and advice about help I can get. You and the service help and save me every week. You and the other staff are all stars'.

We are all very proud of what we have achieved in 2024 and intend to go into 2025 with the same determination to make a positive difference for people experiencing mental health issues.

FINANCIAL REVIEW

Principal funding sources

Sunderland City Council via Washington Mind provided significant funding during the year to fund the support work and general running costs. Income received during the period totalled £44,068.

Reserves policy

The policy of the Management Committee is to ensure that all expenses are fully funded and reserves are sufficient to cover expenditure commitments for a six month period.

The net incoming resources for the period amounted to a deficit of £42,545 (2023: surplus of £15,529).The amount attributable to reserves stands at a 61,256.

Sunderland Headlight CIO
Report of the Trustees
for the Year Ended 31 December 2024

FUTURE PLANS

The charity continues to aim for financial security during the year ahead and will strive to secure funding for activities, salaries and core costs. Headlight has received a number of kind donations from members and the community, which has supported the charity to continue to offer activities and services to service users.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Sunderland Headlight is a Charitable Incorporated Organisation governed by its Constitution dated 12th October 2021.

Recruitment and appointment of new trustees

Trustees shall be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees. Any person retiring as a Trustee is eligible for reappointment, although a Trustee who has completed three consecutive terms of service may not be reappointed for a fourth term until a period of at least one year has elapsed. In addition to Trustees appointed in accordance with the above clauses, additional Trustees may be co-opted for shorter or fixed periods because of the particular capabilities and competences they may bring for specific projects or programmes of work. In selecting individuals for appointment as Trustees, the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Management Committee has conducted its own review of the major risks to which the charity is exposed and systems have been established to minimise those risks. External risks related to the generation of funding and activities have led to the development of a strategic plan allowing for the diversification of funding. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. These procedures are reviewed to ensure that they still meet the needs of the Charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1196126

Principal address

14 Mary Street
Sunderland
Tyne & Wear
SR1 3NH

Trustees

R Braines Chair
M Unthank-Skinner
P Allison
J Easton
J Graham
S Turner
N Kristiansen (resigned 15/4/2024)
A Smith (appointed 15/4/2024)

Sunderland Headlight CIO
Report of the Trustees
for the Year Ended 31 December 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

TTR Barnes Limited
Chartered Accountants
3-5 Grange Terrace
Stockton Road
Sunderland
Tyne & Wear
SR2 7DG

Approved by order of the board of trustees on 6 August 2025 and signed on its behalf by:

J Easton - Trustee

Independent Examiner's Report to the Trustees of Sunderland Headlight CIO

Independent examiner's report to the trustees of Sunderland Headlight CIO

I report to the charity trustees on my examination of the accounts of Sunderland Headlight CIO (the Trust) for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust 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 Cook FCCA

TTR Barnes Limited
Chartered Accountants
3-5 Grange Terrace
Stockton Road
Sunderland
Tyne & Wear
SR2 7DG

7 August 2025

Sunderland Headlight CIO

**Statement of Financial Activities
for the Year Ended 31 December 2024**

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	84,703	-	84,703	121,753
Other trading activities	3	9,140	-	9,140	9,224
Total		93,843	-	93,843	130,977
 EXPENDITURE ON					
Charitable activities					
Charitable	4	42,773	-	42,773	34,788
Development Costs		32,831	-	32,831	30,425
Support Costs		52,534	-	52,534	41,688
Other		8,250	-	8,250	8,547
Total		136,388	-	136,388	115,448
 NET INCOME/(EXPENDITURE)		 (42,545)	-	 (42,545)	15,529
 RECONCILIATION OF FUNDS					
Total funds brought forward		103,801	-	103,801	88,272
 TOTAL FUNDS CARRIED FORWARD		 61,256	-	 61,256	103,801

The notes form part of these financial statements

Sunderland Headlight CIO

**Balance Sheet
31 December 2024**

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	10	504	-	504	695
CURRENT ASSETS					
Debtors	11	1,428	-	1,428	735
Cash at bank and in hand		73,826	-	73,826	111,420
		<u>75,254</u>	-	<u>75,254</u>	<u>112,155</u>
CREDITORS					
Amounts falling due within one year	12	(14,502)	-	(14,502)	(9,049)
NET CURRENT ASSETS					
		<u>60,752</u>	-	<u>60,752</u>	<u>103,106</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		61,256	-	61,256	103,801
NET ASSETS					
		<u>61,256</u>	-	<u>61,256</u>	<u>103,801</u>
FUNDS					
Unrestricted funds	13			<u>61,256</u>	<u>103,801</u>
TOTAL FUNDS					
				<u>61,256</u>	<u>103,801</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 6 August 2025 and were signed on its behalf by:

J Easton - Trustee

Sunderland Headlight CIO

Notes to the Financial Statements for the Year Ended 31 December 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 33% Straight line

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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.

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2024**

2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	3,751	8,119
Grants	80,952	113,634
	<u>84,703</u>	<u>121,753</u>

	Unrestricted	Restricted	2024
	£	£	£
Washington Mind	44,068	-	44,068
The Cultural Spring	3,000	-	3,000
NHS NE & North Cumbria	13,884	-	13,884
Other donations	20,000	-	20,000
	<u>80,952</u>	<u>-</u>	<u>80,952</u>

3. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Admission Fees	3,009	2,882
Activities	4,287	4,290
Tuck Shop	1,844	2,052
	<u>9,140</u>	<u>9,224</u>

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2024**

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5) £	Support costs (see note 6) £	Totals £
Charitable	39,241	3,532	42,773
Development Costs	32,831	-	32,831
Support Costs	52,534	-	52,534
	<u>124,606</u>	<u>3,532</u>	<u>128,138</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2024 £	2023 £
Staff costs	110,845	85,062
Rates and water	1,347	975
Light and heat	2,597	2,259
Telephone	1,881	1,830
Postage and stationery	99	619
Sundries	2,278	2,206
Cleaning	211	201
Repairs & Renewals	366	6,550
Refreshments	3,032	3,082
Hire Costs	1,950	1,243
	<u>124,606</u>	<u>104,027</u>

6. SUPPORT COSTS

	Finance £	Governance costs £	Totals £
Charitable	<u>15</u>	<u>3,517</u>	<u>3,532</u>

Support costs, included in the above, are as follows:

	2024 Charitable £	2023 Total activities £
Bank charges	15	-
Independent Examiner Fees	1,700	1,440
Payroll Costs	330	259
Insurance	1,295	982
Depreciation of tangible fixed assets	192	193
	<u>3,532</u>	<u>2,874</u>

Sunderland Headlight CIO

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023.

8. STAFF COSTS

	2024	2023
	£	£
Wages and salaries	105,941	83,390
Social security costs	4,904	1,672
	110,845	85,062
	110,845	85,062

The average monthly number of employees during the year was as follows:

	2024	2023
Centre Manager	1	1
Support Worker	3	3
	4	4
	4	4

No employees received emoluments in excess of £60,000.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund	Restricted fund	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	121,753	-	121,753
Other trading activities	9,224	-	9,224
Total	130,977	-	130,977
EXPENDITURE ON			
Charitable activities			
Charitable	34,788	-	34,788
Development Costs	30,425	-	30,425
Support Costs	41,688	-	41,688
Other	8,547	-	8,547
Total	115,448	-	115,448
NET INCOME	15,529	-	15,529

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2024**

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	88,272	-	88,272
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>103,801</u>	<u>-</u>	<u>103,801</u>

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2024 and 31 December 2024	631	341	972
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 January 2024	108	169	277
Charge for year	78	113	191
	<hr/>	<hr/>	<hr/>
At 31 December 2024	186	282	468
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 December 2024	445	59	504
	<hr/>	<hr/>	<hr/>
At 31 December 2023	523	172	695
	<hr/>	<hr/>	<hr/>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Prepayments and accrued income	1,428	735
	<hr/>	<hr/>

Debtors are measured on the basis of what will be recoverable in the future, discounted where material to present value.

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2024**

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Accruals and deferred income	<u>14,502</u>	<u>9,049</u>

Creditors are measured on the basis of what will be payable in the future.

13. MOVEMENT IN FUNDS

Sunderland Headlight has a reserves policy to maintain six months worth of funding for running costs. Wages for the next six months are estimated to be approximately £51,306.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024.

15. UNRESTRICTED FUNDS

This fund is not related to any designated project or purpose. since this fund is free from restrictions it is predominately operated to manage and administer the Charity on a day to day basis.

Sunderland Headlight CIO

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2024**

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,751	8,119
Grants	80,952	113,634
	84,703	121,753
Other trading activities		
Admission Fees	3,009	2,882
Activities	4,287	4,290
Tuck Shop	1,844	2,052
	9,140	9,224
Total incoming resources	93,843	130,977
EXPENDITURE		
Charitable activities		
Wages	105,941	83,390
Social security	4,904	1,672
Rates and water	1,347	975
Light and heat	2,597	2,259
Telephone	1,881	1,830
Postage and stationery	99	619
Sundries	2,278	2,206
Cleaning	211	201
Repairs & Renewals	366	6,550
Refreshments	3,032	3,082
Hire Costs	1,950	1,243
	124,606	104,027
Other		
Rent	8,250	8,547
Support costs		
Finance		
Bank charges	15	-
Governance costs		
Independent Examiner Fees	1,700	1,440
Carried forward	1,700	1,440

This page does not form part of the statutory financial statements

Sunderland Headlight CIO

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2024**

	2024 £	2023 £
Governance costs		
Brought forward	1,700	1,440
Payroll Costs	330	259
Insurance	1,295	982
Fixtures and fittings	80	81
Computer equipment	112	112
	<u>3,517</u>	<u>2,874</u>
Total resources expended	<u>136,388</u>	<u>115,448</u>
Net (expenditure)/income	<u>(42,545)</u>	<u>15,529</u>

This page does not form part of the statutory financial statements

SUNDERLAND HEADLIGHT

England & Wales - Charity number 1196126

Accounts

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 December 2023
for
Sunderland Headlight CIO**

TTR Barnes Limited
Chartered Accountants
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Tyne & Wear
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Sunderland Headlight CIO

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Sunderland Headlight CIO

Report of the Trustees for the year ended 31 December 2023

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Sunderland Headlights objectives are:

For the public benefit to relieve the needs of people who are suffering, or who have suffered, from poor mental health by offering educational and recreational activities, services, support, information and advice to such people, their families and carers, tailored to meet their needs.

Headlight supports people experiencing mental health issues by providing a range of services and activities that enable them to step on the road to recovery and independence. Consultation with service users helps us to identify current need and develop effective practices. We work in a person centred way and offer people a place to belong and an opportunity to live a fulfilling life.

Public benefit

The Trustees have had regard to the Charity's Commission's guidance on their legal duty on public benefit and are satisfied that the Charity deliver a public benefit.

Due regard is paid to the public benefit guidance when deciding what new activities are to be undertaken.

Volunteers

Our volunteers are recruited through a development and progression route from our service users and it is wonderful to witness them realising their sense of self-worth and increase their self-confidence. Their contribution to our organisation is invaluable and highly appreciated.

Throughout 2023 our volunteers have taken on a variety of roles within the project to help provide services and activities to those requiring help and support. They are all dedicated to what they do. Their generosity, dedication, and passion for what they do makes a huge difference in the wellbeing of so many, and Sunderland Headlight CIO would not be what it is without their input.

Sunderland Headlight CIO

Report of the Trustees for the year ended 31 December 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Sunderland Headlight is a robust CIO and over the year we have managed increased demand for our services, expanded our network and forged new links with other organisations. Throughout 2023 we have worked diligently, continued to promote positive mental health, and provide activities and services based on the needs of our service users.

Headlight works towards encouraging and supporting mental health service users to access provision, develop skills, get involved, and build a support system that works for them in the community.

We work with a person-centred ethos and it is vital to us that what we do meets need and is effective. We held a consultation with our service users to explore this, and the information gathered was central to the production of our new Strategic Plan 2023 - 2026. Staff and trustees worked together with a business consultant to ensure this plan maps out Headlights trajectory over the next few years and the successful outcomes it aims to achieve on the way.

2023 has been a busy, eventful and productive year. We have continued to offer a number of activities, facilitated by volunteers recruited from our service users, that have been really popular. We offer a Men's Group, Women's Group, Bingo, Coffee Morning, Games Group and a weekly quiz. All of these activities support positive mental wellbeing and reduce feelings of loneliness and isolation. When asked how these activities helped them, our service users remarked that they help them to improve their social skills and self-confidence, helps to keep better control of their mental health, and gives them something to look forward to.

The services we offer have been equally as busy. Our Advice Service has been inundated with people requiring advice and help, particularly with welfare benefit claims, but also increasingly with debt and housing issues. Since it began, the Advice Service has helped to secure over £4million in welfare benefits for service users. We have been fortunate to have sufficient funding to employ a part time Advice Worker to help manage the increasing demand for this service.

We support people who are unable to come into Headlight in person via weekly check in calls. Our Support Worker makes on average around 100 of these calls a week. These calls mean a great deal to those who receive them:

'I battle borderline isolation - mentally it tells me I'm not on my own.'
'It's friendly, professional and regular. I look forward to the calls.'

Support is also offered through Listening Sessions. These can be conducted face to face or via telephone. They provide an often needed one to one space for people to talk about things they are worried about or that are bothering them, or just to get things off their chest. Staff delivered 1655 Listening Sessions in 2023.

Our consultation with service users also indicated a desire for longer opening hours for our social sessions. We have increased the working hours of our Support Worker and extended these sessions four days a week from 10am to 4pm. We have held a number of celebratory events over the year, including World Mental Health Day, Summer Fun Day, Halloween, and Christmas. These have all been well attended and our service users look forward to participating in them. They offer an opportunity to enjoy socialising and celebrating in a safe space and really strengthen the sense of community.

Our service users enjoyed a couple of day trips away last year to Skipton and Leeds Market. There is a great sense of camaraderie on these trips and they provide an opportunity for people to travel a little further afield, knowing they will have support available for any anxieties they may have.

We have been expanding our network and partnership work further, building links with Northumbria Police, Tyne & Wear Fire Service, Social Prescribing and Link Worker Teams, and The Cultural Spring. A Ceramics Course was held at Headlight by The Cultural Spring for our service users. This was hugely popular and we will be developing this work further in 2024.

Our building has had a much needed revamp in 2023. As well as having our hall, stairs and landing redecorated and carpeted, we have had the exterior of our building redecorated. It is now looking a lot fresher and welcoming.

Staff and volunteers have all undergone Hate Crime Training with Northumbria Police and Headlight is a designated Safe Reporting Centre. We have also provided a placement to a student from a local Sixth Form who intends to pursue a career in mental health and medicine.

Sunderland Headlight CIO

Report of the Trustees for the year ended 31 December 2023

The pandemic meant that Headlight had to restrict what we could do, but it is definitely starting to feel like it is flourishing and providing positive support in the mental health community. Everyone has worked hard to make great achievements this year. This would not have been possible without our team of dedicated volunteers and supporters. We have been very fortunate to benefit from their kindness, hard work, and generosity. We would also like to thank Interflex Group for selecting us as their Charity of the Year, it has meant a great deal to us.

We are all very proud of what we have achieved in 2023 and intend to go into 2024 with the same determination to make a positive difference for people experiencing mental health issues.

FINANCIAL REVIEW

Principal funding sources

Sunderland City Council via Washington Mind provided significant funding during the year to fund the support work and general running costs. Income received during the period totalled £16,666.

Reserves policy

The policy of the Management Committee is to ensure that all expenses are fully funded and reserves are sufficient to cover expenditure commitments for a six month period.

The net incoming resources for the period amounted to a surplus of £15,529 (2022: deficit of £20,934). The amount attributable to reserves stands at a surplus of £15,529.

FUTURE PLANS

The charity continues to aim for financial security during the year ahead and will strive to secure funding for activities, salaries and core costs. Headlight has received a number of kind donations from members and the community, which has supported the charity to continue to offer activities and services to service users.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Sunderland Headlight is a Charitable Incorporated Organisation governed by its Constitution dated 12th October 2021.

Recruitment and appointment of new trustees

Trustees shall be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees. Any person retiring as a Trustee is eligible for reappointment, although a Trustee who has completed three consecutive terms of service may not be reappointed for a fourth term until a period of at least one year has elapsed. In addition to Trustees appointed in accordance with the above clauses, additional Trustees may be co-opted for shorter or fixed periods because of the particular capabilities and competences they may bring for specific projects or programmes of work. In selecting individuals for appointment as Trustees, the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Management Committee has conducted its own review of the major risks to which the charity is exposed and systems have been established to minimise those risks. External risks related to the generation of funding and activities have led to the development of a strategic plan allowing for the diversification of funding. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. These procedures are reviewed to ensure that they still meet the needs of the Charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1196126

Principal address

14 Mary Street
Sunderland
Tyne & Wear
SR1 3NH

Sunderland Headlight CIO

**Report of the Trustees
for the year ended 31 December 2023**

Trustees

R Braines Chair
M Unthank-Skinner
P Allison
J Easton
J Graham
S Turner
N Kristiansen

Independent Examiner

TTR Barnes Limited
Chartered Accountants
3-5 Grange Terrace
Stockton Road
Sunderland
Tyne & Wear
SR2 7DG

Approved by order of the board of trustees on 13 May 2024 and signed on its behalf by:

J Easton - Trustee

Independent Examiner's Report to the Trustees of Sunderland Headlight CIO

Independent examiner's report to the trustees of Sunderland Headlight CIO

I report to the charity trustees on my examination of the accounts of Sunderland Headlight CIO (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust 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 Cook FCCA

TTR Barnes Limited
Chartered Accountants
3-5 Grange Terrace
Stockton Road
Sunderland
Tyne & Wear
SR2 7DG

14 May 2024

Sunderland Headlight CIO

**Statement of Financial Activities
for the year ended 31 December 2023**

		Unrestricted fund £	Restricted fund £	Year ended 31/12/23 Total funds £	Period 1/7/22 to 31/12/22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes				
Donations and legacies	2	121,753	-	121,753	28,660
Other trading activities	3	<u>9,224</u>	<u>-</u>	<u>9,224</u>	<u>5,308</u>
Total		<u>130,977</u>	<u>-</u>	<u>130,977</u>	<u>33,968</u>
 EXPENDITURE ON					
Charitable activities	4				
Charitable		34,788	-	34,788	12,425
Development Costs		30,425	-	30,425	19,411
Support Costs		41,688	-	41,688	19,066
Other		<u>8,547</u>	<u>-</u>	<u>8,547</u>	<u>4,000</u>
Total		<u>115,448</u>	<u>-</u>	<u>115,448</u>	<u>54,902</u>
 NET INCOME/(EXPENDITURE)		15,529	-	15,529	(20,934)
Transfers between funds	13	<u>-</u>	<u>-</u>	<u>-</u>	<u>109,206</u>
Net movement in funds		15,529	-	15,529	88,272
 RECONCILIATION OF FUNDS					
Total funds brought forward		88,272	-	88,272	-
 TOTAL FUNDS CARRIED FORWARD		<u>103,801</u>	<u>-</u>	<u>103,801</u>	<u>88,272</u>

The notes form part of these financial statements

Sunderland Headlight CIO

**Balance Sheet
31 December 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	10	696	-	696	616
CURRENT ASSETS					
Debtors	11	735	-	735	471
Cash at bank and in hand		<u>111,420</u>	<u>-</u>	<u>111,420</u>	<u>98,302</u>
		112,155	-	112,155	98,773
CREDITORS					
Amounts falling due within one year	12	(9,050)	-	(9,050)	(11,117)
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET CURRENT ASSETS		<u>103,105</u>	<u>-</u>	<u>103,105</u>	<u>87,656</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>103,801</u>	<u>-</u>	<u>103,801</u>	<u>88,272</u>
NET ASSETS		<u>103,801</u>	<u>-</u>	<u>103,801</u>	<u>88,272</u>
FUNDS					
Unrestricted funds	13			<u>103,801</u>	<u>88,272</u>
TOTAL FUNDS				<u>103,801</u>	<u>88,272</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 13 May 2024 and were signed on its behalf by:

J Easton - Trustee

Sunderland Headlight CIO

Notes to the Financial Statements for the year ended 31 December 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 33% Straight line

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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.

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the year ended 31 December 2023**

2. DONATIONS AND LEGACIES

	Year ended 31/12/23 £	Period 1/7/22 to 31/12/22 £
Donations	28,119	3,662
Grants	<u>93,634</u>	<u>24,998</u>
	<u>121,753</u>	<u>28,660</u>

	Unrestricted £	Restricted £	2023 £
Washington Mind	8,333	-	8,333
Life Support	33,051	-	33,051
NHS NE & North Cumbria	50,000	-	50,000
Lloyds	<u>2,250</u>	<u>-</u>	<u>2,250</u>
	<u>93,634</u>	<u>-</u>	<u>93,634</u>

3. OTHER TRADING ACTIVITIES

	Year ended 31/12/23 £	Period 1/7/22 to 31/12/22 £
Admission Fees	2,882	1,369
Activities	4,290	2,572
Tuck Shop	<u>2,052</u>	<u>1,367</u>
	<u>9,224</u>	<u>5,308</u>

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the year ended 31 December 2023**

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5) £	Support costs (see note 6) £	Totals £
Charitable	31,914	2,874	34,788
Development Costs	30,425	-	30,425
Support Costs	<u>41,688</u>	<u>-</u>	<u>41,688</u>
	<u>104,027</u>	<u>2,874</u>	<u>106,901</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	Year ended 31/12/23 £	Period 1/7/22 to 31/12/22 £
Staff costs	85,062	43,258
Rates and water	975	(563)
Light and heat	2,259	914
Telephone	1,830	835
Postage and stationery	619	93
Sundries	2,206	988
Cleaning	201	97
Training	-	50
Repairs & Renewals	6,550	1,168
Refreshments	3,082	1,414
Hire Costs	<u>1,243</u>	<u>78</u>
	<u>104,027</u>	<u>48,332</u>

6. SUPPORT COSTS

	Governance costs £
Charitable	<u>2,874</u>

Support costs, included in the above, are as follows:

	Year ended 31/12/23 Charitable £	Period 1/7/22 to 31/12/22 Total activities £
Independent Examiner Fees	1,440	1,920
Payroll Costs	259	117
Insurance	982	449
Depreciation of tangible fixed assets	<u>193</u>	<u>84</u>
	<u>2,874</u>	<u>2,570</u>

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the year ended 31 December 2023**

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the period ended 31 December 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the period ended 31 December 2022.

8. STAFF COSTS

	Year ended 31/12/23	Period 1/7/22 to 31/12/22
	£	£
Wages and salaries	83,390	39,328
Social security costs	<u>1,672</u>	<u>3,930</u>
	<u><u>85,062</u></u>	<u><u>43,258</u></u>

The average monthly number of employees during the year was as follows:

	Year ended 31/12/23	Period 1/7/22 to 31/12/22
Centre Manager	1	1
Support Worker	<u>3</u>	<u>2</u>
	<u><u>4</u></u>	<u><u>3</u></u>

No employees received emoluments in excess of £60,000.

During the period the key management personnel were paid remuneration of £22,880

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	28,660	-	28,660
Other trading activities	<u>5,308</u>	<u>-</u>	<u>5,308</u>
Total	<u><u>33,968</u></u>	<u><u>-</u></u>	<u><u>33,968</u></u>
EXPENDITURE ON			
Charitable activities			
Charitable	11,967	458	12,425
Development Costs	19,411	-	19,411
Support Costs	19,066	-	19,066
Other	<u>4,000</u>	<u>-</u>	<u>4,000</u>
Total	54,444	458	54,902

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the year ended 31 December 2023**

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted fund £	Restricted fund £	Total funds £
	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)	(20,476)	(458)	(20,934)
Transfers between funds	<u>108,748</u>	<u>458</u>	<u>109,206</u>
Net movement in funds	<u>88,272</u>	<u>-</u>	<u>88,272</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>88,272</u></u>	<u><u>-</u></u>	<u><u>88,272</u></u>

10. TANGIBLE FIXED ASSETS	Fixtures and fittings £	Computer equipment £	Totals £
	<u> </u>	<u> </u>	<u> </u>
COST			
At 1 January 2023	359	341	700
Additions	<u>273</u>	<u>-</u>	<u>273</u>
At 31 December 2023	<u>632</u>	<u>341</u>	<u>973</u>
DEPRECIATION			
At 1 January 2023	27	57	84
Charge for year	<u>81</u>	<u>112</u>	<u>193</u>
At 31 December 2023	<u>108</u>	<u>169</u>	<u>277</u>
NET BOOK VALUE			
At 31 December 2023	<u><u>524</u></u>	<u><u>172</u></u>	<u><u>696</u></u>
At 31 December 2022	<u><u>332</u></u>	<u><u>284</u></u>	<u><u>616</u></u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023 £	2022 £
	<u> </u>	<u> </u>
Prepayments and accrued income	<u>735</u>	<u>471</u>

Debtors are measured on the basis of what will be recoverable in the future, discounted where material to present value.

Sunderland Headlight CIO

Notes to the Financial Statements - continued for the year ended 31 December 2023

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Accruals and deferred income	<u>9,050</u>	<u>11,117</u>

Creditors are measured on the basis of what will be payable in the future, discounted where material to present value.

13. MOVEMENT IN FUNDS

Sunderland Headlight has a reserves policy to maintain six months worth of funding for running costs. Wages for the next six months are estimated to be approximately £43,304.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

15. UNRESTRICTED FUNDS

This fund is not related to any designated project or purpose. since this fund is free from restrictions it is predominately operated to manage and administer the Charity on a day to day basis.

Sunderland Headlight CIO

**Detailed Statement of Financial Activities
for the year ended 31 December 2023**

	Year ended 31/12/23 £	Period 1/7/22 to 31/12/22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	28,119	3,662
Grants	<u>93,634</u>	<u>24,998</u>
	121,753	28,660
Other trading activities		
Admission Fees	2,882	1,369
Activities	4,290	2,572
Tuck Shop	<u>2,052</u>	<u>1,367</u>
	<u>9,224</u>	<u>5,308</u>
Total incoming resources	130,977	33,968
EXPENDITURE		
Charitable activities		
Wages	83,390	39,328
Social security	1,672	3,930
Rates and water	975	(563)
Light and heat	2,259	914
Telephone	1,830	835
Postage and stationery	619	93
Sundries	2,206	988
Cleaning	201	97
Training	-	50
Repairs & Renewals	6,550	1,168
Refreshments	3,082	1,414
Hire Costs	<u>1,243</u>	<u>78</u>
	104,027	48,332
Other		
Rent	8,547	4,000
Support costs		
Governance costs		
Independent Examiner Fees	1,440	1,920
Payroll Costs	259	117
Insurance	982	449
Fixtures and fittings	81	27
Computer equipment	<u>112</u>	<u>57</u>
	2,874	2,570

This page does not form part of the statutory financial statements

Sunderland Headlight CIO

**Detailed Statement of Financial Activities
for the year ended 31 December 2023**

	Year ended 31/12/23 £	Period 1/7/22 to 31/12/22 £
Total resources expended	<u>115,448</u>	<u>54,902</u>
Net income/(expenditure)	<u>15,529</u>	<u>(20,934)</u>

This page does not form part of the statutory financial statements

SUNDERLAND HEADLIGHT

England & Wales - Charity number 1196126

Accounts

**Report of the Trustees and
Unaudited Financial Statements
for the Period 1 July 2022 to 31 December 2022
for
Sunderland Headlight CIO**

TTR Barnes Limited
Chartered Accountants
3-5 Grange Terrace
Stockton Road
Sunderland
Tyne & Wear
SR2 7DG

Sunderland Headlight CIO

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Sunderland Headlight CIO
Report of the Trustees
for the Period 1 July 2022 to 31 December 2022

The trustees present their report with the financial statements of the charity for the period 1 July 2022 to 31 December 2022. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Sunderland Headlights objectives are:

For the public benefit to relieve the needs of people who are suffering, or who have suffered, from poor mental health by offering educational and recreational activities, services, support, information and advice to such people, their families and carers, tailored to meet their needs.

Headlight supports people experiencing mental health issues by providing a range of services and activities that enable them to step on the road to recovery and independence. Consultation with service users helps us to identify current need and develop effective practices. We work in a person centred way and offer people a place to belong and an opportunity to live a fulfilling life.

Public benefit

The Trustees have had regard to the Charity's Commission's guidance on their legal duty on public benefit and are satisfied that the Charity deliver a public benefit.

Due regard is paid to the public benefit guidance when deciding what new activities are to be undertaken.

Volunteers

Our volunteers are recruited through a development and progression route from our service users and it is wonderful to witness them realising their sense of self-worth and increase their self-confidence. Their contribution to our organisation is invaluable and highly appreciated.

Throughout 2022 our volunteers have taken on a variety of roles within the project to help provide services and activities to those requiring help and support. They are all dedicated to what they do. Their generosity, dedication, and passion for what they do makes a huge difference in the wellbeing of so many, and Sunderland Headlight CIO would not be what it is without their input.

Sunderland Headlight CIO

Report of the Trustees for the Period 1 July 2022 to 31 December 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Throughout 2022 we have worked diligently, continued to promote positive mental health, and provide activities and services based on the needs of our users.

Headlight works towards encouraging and supporting mental health service users to access provision, develop skills, and become involved in developing a support system in the community.

In 2022 our Trustees decided to change the charitable structure of Sunderland Headlight to a Charitable Incorporated Organisation (CIO). There has been a lot of hard work undertaken by Trustees, staff and volunteers to achieve this, but it has been well worthwhile as it has enabled Headlight to become a more robust organisation that is best placed to meet service users needs professionally and successfully.

We offer a number of activities and services at Headlight. These include a Women's Group, Graft Group (gardening and crafts), Bingo, Coffee Morning, Games Group, Social Sessions, Advice Service, Listening Sessions, Check-in Calls, and Chat Calls. These are all designed to help people manage their mental wellbeing, reduce isolation, and feel they are a valued member of the community. Pre-pandemic, Headlight focused mainly on services and activities face to face. Post-pandemic we have noted peoples changing needs and retained the facility to offer some of these services via telephone and email. This is a significant shift in meeting the needs of people and enables us to help and support more people than ever.

We hold a number of event days across the year including a Fun Day, World Mental Health Day, Halloween, and Christmas. We encourage service users to enjoy themselves, socialise, get involved, and improve their confidence. Events like this really help strengthen the sense of community as many people get involved with planning these days and making it happen.

Our Generalist Advice Service continues to be extremely well utilised. This has always been a popular service, and every year it has many more new clients accessing it. From July to December 2022, the Advice Service has gained £317,594 in welfare benefits for clients. In the last ten years it has gained over £3.5 million pounds in welfare benefits for clients. Over 2022 we have made further links with other organisations and professionals who refer into our service, such as Social Prescribers and Link Workers, Social Workers, CPN's and Mental Health Workers.

We were absolutely delighted to be chosen by Boldon Golf Club Ladies Team as their charity of the year for 2022. They have been holding a variety of events to raise funds for Headlight and we really appreciate their endeavours. It has been lovely getting to know their team captain, Alyson. We were also the recipients of very generous donations from Howard Civil Engineering Ltd and Barratt Development North East.

What Headlight achieves as a team is possibly best reflected in the feedback we are given by our service users:

'It was the best decision I made stepping through the front door. When I first came to Headlight, I was suicidal and in utter despair. I can't describe how grateful I am for all of your support. Thanks a million.' - Anonymous

'I can't thank you all enough for the support you have given me the past few months. They have been the hardest few months of my life, and I know without having Headlight here, I can say that I wouldn't have been able to carry on living. Having someone there for me, when I feel like I am alone and have no one is appreciated. Going through a difficult situation with my home life and family life is tough to manage. Coming into Headlight I can try to switch off a little bit. I can speak to you when I am struggling, and I'm learning to be honest with how I feel. You are there for the small things and the big things too. From setting my phone up with me, to supporting me by my side whilst I call a solicitor, you are helping me more than you know and words will never be enough to tell you how grateful I truly am.' - JR

It has been a special year for Headlight in 2022 as we celebrate our 20th birthday. Headlight began in 2002 and we are very proud of successfully providing help and support to people for two decades. Headlight has grown and developed over the years and we are looking forward to continuing this well into the future.

FINANCIAL REVIEW

Principal funding sources

Sunderland City Council via Washington Mind provided significant funding during the year to fund the support work and general running costs. Income received during the period totalled £16,666.

Sunderland Headlight CIO

Report of the Trustees for the Period 1 July 2022 to 31 December 2022

FINANCIAL REVIEW

Reserves policy

The policy of the Management Committee is to ensure that all expenses are fully funded and reserves are sufficient to cover expenditure commitments for a six month period.

Funds in deficit

The net incoming resources for the period amounted to a surplus of £81,257. The amount attributable to reserves stands at a surplus of £81,257.

FUTURE PLANS

The charity continues to aim for financial security during the year ahead and will strive to secure funding for activities, salaries and core costs. Headlight has received a number of kind donations from members and the community, which has supported the charity to continue to offer activities and services to service users.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Sunderland Headlight is a Charitable Incorporated Organisation governed by its Constitution dated 12th October 2021.

Recruitment and appointment of new trustees

Trustees shall be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees. Any person retiring as a Trustee is eligible for reappointment, although a Trustee who has completed three consecutive terms of service may not be reappointed for a fourth term until a period of at least one year has elapsed. In addition to Trustees appointed in accordance with the above clauses, additional Trustees may be co-opted for shorter or fixed periods because of the particular capabilities and competences they may bring for specific projects or programmes of work. In selecting individuals for appointment as Trustees, the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Management Committee has conducted its own review of the major risks to which the charity is exposed and systems have been established to minimise those risks. External risks related to the generation of funding and activities have led to the development of a strategic plan allowing for the diversification of funding. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. These procedures are reviewed to ensure that they still meet the needs of the Charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1196126

Principal address

14 Mary Street
Sunderland
Tyne & Wear
SR1 1NH

Trustees

R Braines Chair
M Unthank-Skinner
P Allison
J Easton
J Graham
S Turner
N Kristiansen

Sunderland Headlight CIO

**Report of the Trustees
for the Period 1 July 2022 to 31 December 2022**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

TTR Barnes Limited
Chartered Accountants
3-5 Grange Terrace
Stockton Road
Sunderland
Tyne & Wear
SR2 7DG

Approved by order of the board of trustees on 23 June 2023 and signed on its behalf by:

.....
J Easton - Trustee

Independent Examiner's Report to the Trustees of Sunderland Headlight CIO

Independent examiner's report to the trustees of Sunderland Headlight CIO

I report to the charity trustees on my examination of the accounts of Sunderland Headlight CIO (the Trust) for the period 1 July 2022 to 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust 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 Cook

TTR Barnes Limited
Chartered Accountants
3-5 Grange Terrace
Stockton Road
Sunderland
Tyne & Wear
SR2 7DG

Date: 26 June 2023

Sunderland Headlight CIO

**Statement of Financial Activities
for the Period 1 July 2022 to 31 December 2022**

	Notes	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	2	28,660	-	28,660
Other trading activities	3	<u>5,308</u>	<u>-</u>	<u>5,308</u>
Total		<u>33,968</u>	<u>-</u>	<u>33,968</u>
 EXPENDITURE ON				
Charitable activities				
Charitable	4	11,967	458	12,425
Development Costs		19,411	-	19,411
Support Costs		19,066	-	19,066
Other		<u>4,000</u>	<u>-</u>	<u>4,000</u>
Total		<u>54,444</u>	<u>458</u>	<u>54,902</u>
 NET INCOME/(EXPENDITURE)				
Legacy charity funds	12	(20,476)	(458)	(20,934)
		<u>108,748</u>	<u>458</u>	<u>109,206</u>
Net movement in funds		<u>88,272</u>	<u>-</u>	<u>88,272</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>88,272</u></u>	<u><u>-</u></u>	<u><u>88,272</u></u>

The notes form part of these financial statements

Sunderland Headlight CIO

**Balance Sheet
31 December 2022**

	Notes	Unrestricted fund £	Restricted fund £	Total funds £
FIXED ASSETS				
Tangible assets	9	616	-	616
CURRENT ASSETS				
Debtors	10	471	-	471
Cash at bank and in hand		<u>98,302</u>	<u>-</u>	<u>98,302</u>
		98,773	-	98,773
CREDITORS				
Amounts falling due within one year	11	(11,117)	-	(11,117)
		<u>87,656</u>	<u>-</u>	<u>87,656</u>
NET CURRENT ASSETS				
		88,272	-	88,272
TOTAL ASSETS LESS CURRENT LIABILITIES				
		<u>88,272</u>	<u>-</u>	<u>88,272</u>
NET ASSETS				
		<u>88,272</u>	<u>-</u>	<u>88,272</u>
FUNDS				
Unrestricted funds	12			<u>88,272</u>
TOTAL FUNDS				
				<u>88,272</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 23 June 2023 and were signed on its behalf by:

.....

J Easton - Trustee

Sunderland Headlight CIO

Notes to the Financial Statements for the Period 1 July 2022 to 31 December 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 33% Straight line

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

Donations	£
Grants	3,662
	<u>24,998</u>
	<u>28,660</u>

	Unrestricted £	Restricted £	2022 £
Sunderland City Council via washington Mind	24,999		24,999
	<u>24,999</u>	<u>0</u>	<u>24,999</u>

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the Period 1 July 2022 to 31 December 2022**

3. OTHER TRADING ACTIVITIES

	£
Admission Fees	1,369
Activities	2,572
Tuck Shop	<u>1,367</u>
	<u>5,308</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5) £	Support costs (see note 6) £	Totals £
Charitable	9,855	2,570	12,425
Development Costs	19,411	-	19,411
Support Costs	<u>19,066</u>	<u>-</u>	<u>19,066</u>
	<u>48,332</u>	<u>2,570</u>	<u>50,902</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	£
Staff costs	43,258
Rates and water	(563)
Light and heat	914
Telephone	835
Postage and stationery	93
Sundries	988
Cleaning	97
Training	50
Repairs & Renewals	1,168
Refreshments	1,414
Hire Costs	<u>78</u>
	<u>48,332</u>

6. SUPPORT COSTS

	Governance costs £
Charitable	<u>2,570</u>

Sunderland Headlight CIO

**Notes to the Financial Statements - continued
for the Period 1 July 2022 to 31 December 2022**

6. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

	Charitable £
Independent Examiner Fees	1,920
Payroll Costs	117
Insurance	449
Depreciation of tangible fixed assets	<u>84</u>
	<u><u>2,570</u></u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 December 2022.

Trustees' expenses

There were no trustees' expenses paid for the period ended 31 December 2022.

8. STAFF COSTS

	£
Wages and salaries	39,328
Social security costs	<u>3,930</u>
	<u><u>43,258</u></u>

The average monthly number of employees during the period was as follows:

Centre Manager	1
Support Worker	<u>2</u>
	<u><u>3</u></u>

No employees received emoluments in excess of £60,000.

During the period the key management personnel were paid remuneration of £19,411

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
Additions	<u>359</u>	<u>341</u>	<u>700</u>
DEPRECIATION			
Charge for year	<u>27</u>	<u>57</u>	<u>84</u>
NET BOOK VALUE			
At 31 December 2022	<u><u>332</u></u>	<u><u>284</u></u>	<u><u>616</u></u>

Sunderland Headlight CIO

Notes to the Financial Statements - continued for the Period 1 July 2022 to 31 December 2022

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Debtors are measured on the basis of what will be recoverable in the future, discounted where material to present value.

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Accruals and deferred income

£
11,117

Creditors are measured on the basis of what will be payable in the future, discounted where material to present value.

12. LEGACY CHARITY FUNDS

On 1 July 2022 Sunderland Headlight transferred its funds to Sunderland Headlight CIO.

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 31 December 2022.

14. UNRESTRICTED FUNDS

This fund is not related to any designated project or purpose. since this fund is free from restrictions it is predominately operated to manage and administer the Charity on a day to day basis.

Sunderland Headlight CIO

Detailed Statement of Financial Activities for the Period 1 July 2022 to 31 December 2022

£

INCOME AND ENDOWMENTS

Donations and legacies

Donations	3,662
Grants	<u>24,998</u>
	28,660

Other trading activities

Admission Fees	1,369
Activities	2,572
Tuck Shop	<u>1,367</u>
	<u>5,308</u>

Total incoming resources	33,968
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EXPENDITURE

Charitable activities

Wages	39,328
Social security	3,930
Rates and water	(563)
Light and heat	914
Telephone	835
Postage and stationery	93
Sundries	988
Cleaning	97
Training	50
Repairs & Renewals	1,168
Refreshments	1,414
Hire Costs	<u>78</u>
	48,332

Other

Rent	4,000
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Support costs

Governance costs

Independent Examiner Fees	1,920
Payroll Costs	117
Insurance	449
Fixtures and fittings	27
Computer equipment	<u>57</u>
	<u>2,570</u>

Total resources expended	<u>54,902</u>
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Net expenditure	<u>(20,934)</u>
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This page does not form part of the statutory financial statements