

MEATH EPILEPSY CHARITY

England & Wales · Charity number 200359

Details

Other names	THE MEATH EPILEPSY TRUST, THE MEATH HOME OF COMFORT FOR EPILEPTIC WOMEN AND GIRLS, THE MEATH TRUST
Status	Registered
Legal form	Other
Company number	05822835
Registered	1962-09-22
Register	View on the Charity Commission register

Contact

Address	Meath Epilepsy Charity Westbrook Road Godalming GU7 2QH
Phone	01483415095
Email	finance@meath.org.uk
Website	www.meath.org.uk

Activities

Objects: TO SUPPORT, CARE FOR AND PROTECT THE PHYSICAL AND MENTAL HEALTH OF PEOPLE LIVING WITH EPILEPSY AND ASSOCIATED LEARNING AND PHYSICAL DISABILITIES THROUGH THE PROVISION OF SUITABLE ACCOMMODATION, TAILORED ASSISTANCE, SKILLS TRAINING, AND LEISURE AND SPORTS ACTIVITIES.

Activities: The Meath Epilepsy Trust provides fully supported residential care; on and off site day activities; and domiciliary services for people with complex epilepsy usually associated with a learning or physical disability. We also have provision in our constitution to admit people without epilepsy if we believe our service meet their needs.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Disability, Accommodation/housing
- **Who:** People With Disabilities

Geography

- **Area of benefit:** NATIONAL.
- Throughout England

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£8,809,680	£8,981,750	£15,016,432	193
2024-03-31	£8,767,019	£8,495,740	£15,180,900	192
2023-03-31	£7,998,405	£8,240,935	£14,895,874	195
2022-03-31	£7,323,365	£7,738,264	£15,272,355	210
2021-03-31	£7,557,574	£7,187,177	£15,623,481	203

Trustees

Name	Role	Appointed
The Meath Trustee Company Limited		2018-05-22

Linked charities

- COUNTESS OF MEATH'S FUND FOR THE ENDOWMENT OF THE LAUDERDALE BED (200359-1)

MEATH EPILEPSY CHARITY

England & Wales - Charity number 200359

Accounts



1 in 100
people have
epilepsy



2025

**REPORT OF THE TRUSTEES & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

Registered Charity Number 200359

The *Meath*
Epilepsy Charity
www.meath.org.uk



@meathcharity



TheMeathCharity



TheMeathCharity

TABLE OF CONTENTS

JOINT STATEMENT FROM THE CHAIR OF TRUSTEES AND CEO 2

OBJECTIVES & AIMS..... 4

ACHIEVEMENTS & PERFORMANCE..... 4

FINANCIAL REVIEW.....15

PRIORITIES FOR 2025/26..... 17

STRUCTURE, GOVERNANCE & MANAGEMENT..... 19

REFERENCE & ADMINISTRATION 21

STATEMENT OF TRUSTEE RESPONSIBILITIES 23

INDEPENDENT AUDITORS REPORT 24

FINANCIAL STATEMENTS 28

JOINT STATEMENT FROM THE CHAIR OF TRUSTEES AND CEO

We are proud to represent an organisation that delivers comprehensive, person-centred care to adults living with complex epilepsy and associated disabilities and give thanks to the generosity of our donors, who support many of the life-enriching opportunities made available to the people we support. A key highlight of the year has been the continued success of our Capital Appeal, which has allowed us to future-proof our facilities. Phase 1 of the appeal supported the repair of the roof of our Grade II listed main building and Phase 2, the replacement and repair of 90 windows, and redecoration of the main house, significantly enhancing the safety and comfort of the people we support. It is satisfying to report that we are also on track to deliver on Phase 3 of our Appeal, which will replace our internal safety systems across the site.

We were delighted to welcome our new patron, Professor John Duncan. Since 1989, Professor Duncan has served as a consultant neurologist at the National Hospital for Neurology and Neurosurgery, Queen Square, and the National Society for Epilepsy. With approximately 2,000 patients under Professor Duncan's care, his expertise and passion for epilepsy makes him a wonderful asset to The Meath and we are very grateful to have the support of such a distinguished figure in the wider epilepsy community.

The Care Quality Commission (CQC) summary findings, published February 2025, 'Requires Improvement' was extremely disappointing and in response we have engaged both a Pharmacist and a Compliance Consultant. Their expertise has driven improved outcomes for the people we support, as well as enhancing regulatory compliance. In addition, we have recruited a Medication Quality Assistant to further strengthen our medication management. These improvements are also supporting staff development and equipping our teams to deliver safe, modern, and high-quality care. Our Service Improvement Plan provides a strong foundation for The Meath's journey toward excellence. Collaboration remains at the heart of our progress, and we are pleased to see departments across the organisation working together in specialist working groups in key areas such as safeguarding and operational policies. These groups are instrumental in shaping best practice and ensuring that our operational frameworks remain aligned with sector developments and emerging CQC standards.

Fair pricing from Local Authorities and NHS Integrated Care Boards (ICBs) for care packages remains critical and it was therefore extremely frustrating that additional cost pressures have been placed upon The Meath because of the decision by central government to increase employer's National Insurance Contributions. Additional resource has been allocated to the Finance team to support the CEO and Head of Finance in tackling the financial gap between statutory funding and our real costs, as well as reducing the reliance on our Fundraising team.

Amidst a nationwide shortage of specialist epilepsy care providers, The Meath Epilepsy Charity continues to stand out as a highly sought-after residential home, with a steadily growing waiting list for residential accommodation. We have therefore implemented a streamlined “expression of interest” process, that strengthens our admissions pipeline and has led to a marked increase in enquiries from new individuals and their families.

As we look ahead to another year, we remain confident that with the continued support and dedication of our staff, trustees, volunteers, donors, and families, The Meath Epilepsy Charity will continue to thrive and make an even greater impact in 2025.

Lee Bennett, CEO and Graham Healy, Chair of Trustees

TRUSTEES' ANNUAL REPORT

Objectives & Aims

At The Meath Epilepsy Charity, our mission is to enrich the lives of individuals with complex epilepsy and associated disabilities. We are dedicated to ensuring individuals receive the tailored support, expert care, and encouragement necessary to foster confidence, develop new skills, and achieve greater independence in their daily lives. In setting the objectives and planning the activities of the Charity, the Trustees have considered the Charity Commission's general guidance on public benefit.

Nestled in central Godalming, our community offers an idyllic setting complemented by exceptional facilities. From the picturesque Grade II Listed manor house to modern annexes houses catering to higher needs, alongside the dynamic Skills Centre and The Hive café, all set amidst landscaped grounds, our location combines tranquillity with accessibility to local amenities and transportation hubs. Embraced by our vibrant local community, The Meath Epilepsy Charity maintains strong ties with the town, proud to be at its heart.

Achievements & Performance

Residential Houses

The Meath comprises nine individual houses organised under the oversight of our Registered Managers (RMs). At present, we accommodate 78 residents and have initiated a refurbishment programme to enhance our residential services. Our houses are individually named and listed below:

1. Cedar View & The Cottages
2. Bradbury House & Jeffrey Court
3. Bradbury Wing & Little Meath
4. Hambleton, Thursley & The Bradbury

All are fitted with bespoke kitchen and bathroom facilities, ensuring convenience and comfort for our residents. While some houses offer en-suite facilities, others feature high-tech bathroom fittings, including specialised baths and showers, kindly funded via our generous donors, designed for comfort and accessibility. In keeping with our commitment to personalised care, bedrooms are furnished according to the individual preferences of our residents and their families. Communal areas are decorated in accordance with the personal choices of the people we support, gathered through surveys and questionnaires. This collaborative approach ensures that they feel truly at home in their surroundings, developing

a sense of agency and belonging. Individuals are carefully matched with homes that meet their individual needs, ensuring truly person-centred care. Each house is led by a Registered Manager, supported by a Deputy Manager and a skilled team of Senior Support Workers and care staff. Our residential team includes approximately 160 dedicated support workers delivering 24-hour care. To address national recruitment challenges, we have partnered with trusted staffing agencies to maintain safe staffing levels.

Care Quality Commission Visits

The CQC undertook targeted visits on 18.9.2024 and 25.9.2024 to assess against their SAFE and WELL LED criteria. The Meath received 61 out of 100 for both categories, resulting in The Meath retaining a rating of Requires Improvement. This was extremely disappointing as The Meath had been on a journey of continuous improvement and significant work had gone into the design and completion of multiple action/recovery plans over the previous two years. In addition, action plans, services and staff are scrutinised and held to account by regular Health and Social Care Trustee Sub-Committee meetings.

A Mock CQC inspection, PAMMS (a care provider assessment) visit and reports provided evidence that The Meath were on track, with a GOOD rating awarded, and action plans were developed from both visits and delivered upon but unfortunately deemed insufficient by the CQC. The primary focus of the latest CQC visit was medication management: they highlighted inconsistency with medication recording as well as audits of services that did not offer sufficient scrutiny. In response, the CEO provided a Teams Call to each service for all families that explained the CQC report as well as initiatives and actions that aided recovery. In addition the spring family forum, was brought forward in order to outline the service recovery plan.

What we did in response:

- A Pharmacist and CQC medication advisor completed three medication audits, across all services which streamlined and standardised all medication management processes to improve the safe handling and administration of medications
- New Homely Remedies logging system (for over-the-counter medications)
- New PRNs and/or Variable Doses (for medication given 'as needed')
- New temperature records
- New documentation of core numerical values on MARS (Medicine Administration Records, or eMARS for electronic systems)
- Monthly Order – new process implementation
- New Medication Quality Assistant to further embed best practice

A former CQC inspector and compliance consultant supported the design of a Service Improvement Plan (SIP) for Meath and continues to engage Registered Managers and their

operational teams to drive regulatory improvements and enhance governance systems. The SIP captures elements of the single assessment framework aligned to the CQC quality statements. It highlights what we are doing well and what we may need to improve upon. This is a live document that all the Senior Management Team are invested in and reviewed regularly along with our Board of Trustees.

Progress so far:

- Implementing QCS, a Quality Compliance digital policies and procedures System which is the leading digital provider of compliance management, policies and procedures
- Digitalised approach that promotes a standardised systems across all units
- Reduction in duplication of care notes, plans and records
- Individuals 'grab files' streamlined and standardised to ensure information is current and accurate
- Review and complete mental capacity assessments within PCS (Person Centred Software)
- All applications and authorised DoLS (Deprivation of Liberty) to be accessible in PCS
- Align with the CQC's expectations of how adults with a learning disability and/or Autism should be supported
- Care planning language and staff language to be CQC compliant
- The Service Improvement Plan continues to be updated on a regular basis

In addition to independent support, The Meath remains on a continuous improvement journey with:

- Ongoing building improvements
- Specialist Safeguarding training as well as 'train the trainer' training to deliver medication training that is bespoke to our needs
- Residential Forums for the people we support continue to be a success, offering a voice and agency to the people we support.
- The Registered Managers foster a positive relationship with the Surrey Quality Assurance Team, providing guidance and direction to ensure we are meeting required standards, whilst working collaboratively to ensure best practice
- Monthly safeguarding working groups comprising of a representative lead from each service. The emphasis is on how safeguarding awareness is raised amongst the people we support and staff to ensure all individuals have the freedom and opportunity to speak out. This feeds into the Safeguarding Committee which is attended by the Registered Managers, CEO and Safeguarding Trustees – covering historical safeguarding cases, utilising reflective practice to ensure lessons are learned and best practice achieved.

Both the Safeguarding Group and Committee feed into the Health and Social Care Committees.

Looking forward:

We plan to transition to a new pharmacy, deliver Staff Forums and run a Residents and Family Day. A key priority is the planned rollout of eMAR with barcode scanning which will significantly improve medication accuracy; our new Medication Quality Assistant will support this transition. In addition, this change will:

- Reduce paperwork, saving time during medication rounds
- Introduce automatic alerts to help prevent missed or incorrect doses
- Provide easy-to-access history for audits and handovers
- Ensure clearer documentation reducing the chance of errors
- Result in more stringent check-in of medications
- Free up staff time so we can spend more time caring for the people we support
- Improve safety through accurate and timely medication administration
- Deliver better continuity of care especially during shift changes
- Provide real-time updates mean quicker response to medication changes or issues

Health & Social Care Committee Meetings

Following the CQC report, Health & Social Care Committee (H&SCC) meetings were increased from quarterly to monthly. The H&SCC meetings include reviewing of the Service Improvement Plan, Safeguarding, Pharmacy and eMAR migration.

Quality & Compliance

The appointment of a full time Compliance Manager has offered increased oversight and looked at five main themes and trends: Training, Values & Behaviours, Consistency, Risk Management and Reporting Processes. Quality & Assurance Monitoring meetings take place quarterly – looking at positive and negative themes across The Meath and the implementation of the new quality assurance framework and terminology.

Audits and spot checks have been enhanced, terminology standardised and redefined to improve staff understanding. Quantitative data is received from the Managers' monthly meetings and Quality & Assurance visits to ensure best practice across all services.

Meaningful progress in medication management has been made with services significantly improving their compliance scores. Quality & Compliance toolkits have been introduced to every service, storing all data centrally. The toolkits are completed monthly by services and

reviewed by Quality and Compliance Manager. Themes and lessons learned are discussed quarterly at the Quality Assurance Meetings with a focus on sharing best practice.

The People we Support

The staffing team are proud of their ethos and values and have a caring collaborate approach and pride themselves on the rapport with families and communication. Every month, each unit holds a fully accessible Residents Meeting where the people we support are asked for their feedback and suggestions on a range of topics such as lifestyle & activities, (activities, community participation etc), environment & decoration (covering communal and individual spaces), menus, snacks & drinks (ideas for future menus, engagement in shopping and preparing of meals), upcoming celebrations, any staff changes, any changes to the running of The Meath (changes to systems or processes, fire procedures etc). These meetings are personalised for each unit; for example, one unit has a wishing wall where residents can put on here ideas for future trips and visits.

In the reporting year, the people we support enjoyed a wide range of outings—from farms and zoos to cinemas and theatres—making for a fun and active year. Onsite events included Mother’s Day, Valentines Day, Chinese New Year, a Fireworks display and resident forums. Many activities in addition to our Skills Centre have been enjoyed throughout the year, which included visits to farms, Birdworld, cinemas, bowling, pantomimes, theatres, Harry Potter World, sea life centres, steam engine fairs, Christmas events and salons.

The people we support have benefited from and enjoyed the regular visits from therapy donkeys and PAT (Pets as Therapy) dogs. This has had a very positive impact on mental and emotional wellbeing and bringing numerous therapeutic benefits.

A newsletter is circulated quarterly which is well received by family members.

One Meath employee said: *“We are very proud, as a team to have developed a cohesive team culture. There are many changes at The Meath and our staff members embraced these changes and worked together as a team, by using a collaborative approach.”*

Supported Living

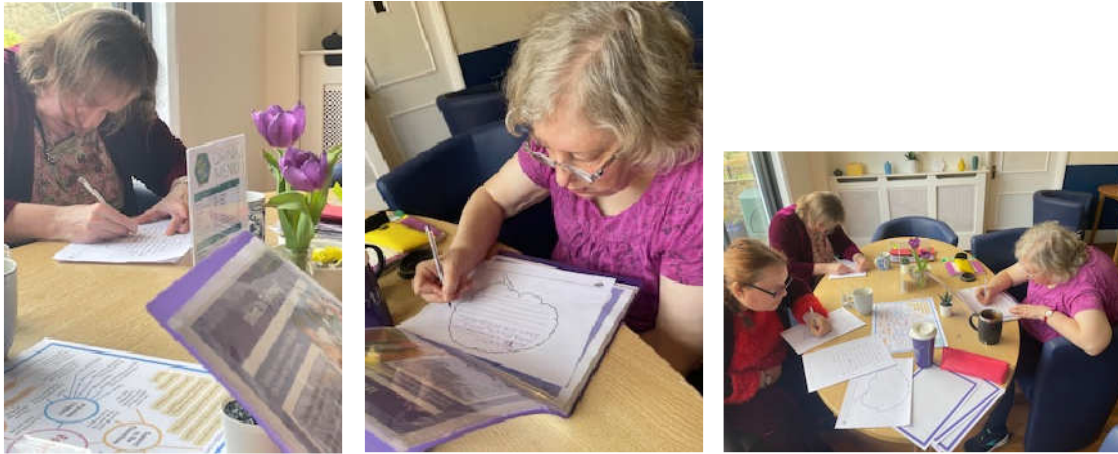
Our Supported Living service in Godalming supports seven tenants with daily living, appointment management, and the development of independent and social skills. Individuals are encouraged to engage with the local community through volunteering and local resources. Collaboration with the Head of Health and Wellbeing, including the use of SUDEP checklists, has improved our epilepsy care, with positive feedback from tenants and families reflecting the enhanced quality of care. Individuals take part in activities at The Meath’s Skills Centre,

local employment, and volunteering—one even received the Mayor’s Award for Volunteering. Benefit reviews have helped ensure entitlements are maximised. The service has also supported holidays to Centre Parcs, Butlins, and trips to the seaside and local events.

Health & Wellbeing

The Health & Wellbeing Team continues to strengthen coordination with healthcare professionals and reassured families through a responsive and expert-led approach. The proactive strategies have supported fewer emergency calls and hospital admissions, highlighting the impact of early intervention. An Epilepsy Coordinator has now joined the team who oversees improving seizure monitoring and compliance. All residents have been assessed using SUDEP and Seizure Safety Checklists, and a new seizure recording system is being rolled out.

Additional health initiatives include the introduction of a part-time Neuro-physiotherapist, four free Complementary Therapy sessions per resident, and a low-intensity mental health support programme, “Talking Therapies.” The success of Donkey Therapy has also shown the value of animal-assisted support. The ‘My Epilepsy Journey’ journal helps track everyone’s epilepsy care, developed collaboratively by Residential and Health teams. Internally, the team has launched a robust training programme on epilepsy awareness and emergency medication. The appointment of our Medication Quality Assistant has already seen improvement in medication management and will play a key role in the transition from paper MAR charts to our new Pharmacy and eMAR. The Occupational Therapy (OT) Assistant offers person centred sessions to the people we support. She has a real passion and connection with the individuals who live at The Meath and is passionate about improving independent living skills. In this reporting year the OT Assistant has completed 30 ASDAN life challenges with 15 people we support. These have included ‘Healthy Me’, ‘Food Hygiene and Cooking’, ‘Nature Collage’ and ‘Using Money’ to name a few. Sensory sessions prove particularly popular and improve service users’ wellbeing and cognitive skills.



The Meath Moments Magazine is created by the OT Assistant in collaboration with the people we support who all enjoy taking part and giving ideas and providing pictures or articles to showcase their work. The Social Lunch Clubs have been greatly received and occur every last Friday of each month. The people we support enjoy an organised lunch at The Hive and we have special visitors including Ambassadors or supporters. These monthly sessions help the people we support to make new friends and enhance their social skills in a supportive and caring environment.

The Skills Centre

The Skills Centre proudly hosted its annual awards ceremony, celebrating the remarkable achievements of the people we support in their activity sessions. This much-anticipated event provided an opportunity for participants to share their accomplishments with family and peers, fostering a sense of pride and community. A significant focus was placed on developing life skills through the ASDAN-accredited framework, encompassing areas such as healthy eating, sensory experiences, donkey therapy, and kitchen safety. These initiatives aimed to promote independence and well-being among the people we support. To further encourage health and community engagement, a walking group was launched, allowing individuals to explore the local area and The Meath's beautiful grounds, promoting physical activity and social interaction.

Additionally, the Skills Centre collaborated with Art Venture on four art projects inspired by the River Way. These collaborative efforts provided participants with creative outlets and opportunities to connect with the broader community through shared artistic expression.

Looking ahead, we are excited to introduce a comprehensive impact assessment model designed to monitor and support the progress of the people we support. This model will focus

on fostering independence, building confidence and enhancing communication and social skills. Through our outcomes-focused approach, we aim to empower individuals by aligning our programmes with their personal goals and aspirations. We plan to refresh our activity timetable to enhance the quality and relevance of our sessions, ensuring they continue to meet the evolving needs and interests of our participants. We have invested in new gym equipment to help track progress and assist the people we support improve their physical health and wellbeing. We are also proud to launch a five-a-side football team, starting with practice sessions and aspiring to join a disability football league, promoting teamwork and physical health. Continuing our commitment to community engagement, we will strengthen partnerships with local organisations, including the DAiSY (Disability Arts in Surrey) network, to enrich the lives of the people we support with new experiences and opportunities.

The Hive Café



The Hive is a not-for-profit cafe at The Heart of The Meath which champions collaboration, community and social inclusion.

The Hive Cafe is open every weekday for The Meath community, family members and visitors. The Hive aims to provide the quality of an independent high street café, at approximately half the price. Having an affordable café serving healthy fresh food benefits our staff and volunteer team in addition to the people we support and visitors. The Hive team deliver regular social events and activities for the people we support.

Around The World Supper Clubs enable the people we support to enjoy a taste of different foods from around the world, with each destination providing guests with an opportunity to enjoy a side dish of global culture. From quizzes to crafts, dancing to singing and even a dabble into basic vocabulary, Around The World Supper Clubs are proving to be a great example of The Hive being a buzzing hub of socialisation and a great place to meet, eat and thrive!

"I like trying new food, it's tasty and I also like the activities. I didn't think we would all be able to sing a song in French- but we did it!"

Lauren, resident

"I like the Hive Supper Clubs for me and my girlfriend. She lives in a different house to me so Supper Clubs are our date night.
John, resident



The Hive Cafe opens on alternate Saturday mornings for the people we support. These relaxed and friendly sessions provide the opportunity to socialise with their peers with our friendly team of staff and volunteers. Hive volunteers are integral to our ability to champion social inclusion, and sessions typically involve volunteers facilitating topic led conversation, playing games or running a craft activity.

"Social Saturdays have been brilliant for three of the people I support in particular. The socialisation is great for them and I've been amazed at the difference it's made to them; it really helps with encouraging them to converse and has increased confidence levels."
Duncan, Support Worker

Marketing

The Meath Marketing Department supports all key areas of The Meath, which encourages multiple stakeholders to support The Meath and maintains the profile of the charity. It also creates internal communications or literature for different audiences, within The Meath Community. Our new website launched in June 2024 and we are active on social media including Linked In, Instagram, Facebook and X.

Our Marketing Department supports a broad range of Meath services and activities, including fundraising appeals and events, HR recruitment, Skills Centre & The Hive activities, Volunteer coordination, and communications.

Fundraising

Our Fundraising Team includes two in-house professional fundraisers. We do not undertake door-to-door or street fundraising and do not use external fundraisers. We fundraise to provide for and enhance the lives of the people the charity supports. We are members of The Chartered Institute of Fundraising and the Fundraising Regulator. We practice ethical fundraising and always adhere to the Fundraising Regulators promise to be open, honest, fair and legal. We are compliant with the Code of Fundraising Practice, meet the standards required in law and strive to reflect best practice. We only communicate with existing donors or members of the public who have expressed an interest in our charity. We have not received any complaints during the year.

Despite the challenging fundraising landscape, we exceeded our target and are delighted to have secured £1m, of which £841k is reported as income in this financial year. We are very grateful to everyone who has supported us this year. The majority of The Meath's donors wish to remain anonymous, but we are pleased to confirm restricted grants from the Community Foundation for Surrey and from The Humphrey Richardson Taylor Charitable Trust. We are very fortunate to receive ongoing support from a variety of individuals, organisations and Trusts. We thank them all for supporting us to continue our valuable work of enabling and empowering extremely vulnerable individuals to live safe, happy and fulfilled lives.

In July 2023, we launched our £1.1m Capital Appeal. This Appeal is enabling us to restore, renovate and renew our main historic building and upgrade our internal and external systems to provide the safest home for the people we support. The Meath's approach has been to only commence a phase of work when the necessary funds have been secured. We are delighted to have completed all the external renovation works and are now focused on the upgrade and renewal of our internal safety systems across our site. Due to the risks associated with complex epilepsy, the use of modern technologies will reduce the risk to the life of our vulnerable residents and provide peace of mind for the staff and relatives who look after them.

The Charity is committed to providing a variety of opportunities, combined with specialist care and support, which comes at a significant cost. The income raised covers the cost of non-statutory services and all the extra activities, services or equipment that mean so much to those in our care. The focus for 2024/25 was core funding, strengthening The Meath's financial position and building reserves and this will remain our focus for 2025/26 whilst we also continue to fundraise for the Capital Appeal.

In December, we hosted a spectacular Carol Concert at St Clement Danes for which the highlight was our Meath Choir’s performance. The team also ran several smaller events including an exhibition about our Founder, Mary, Countess of Meath and numerous other events in the local community. The team are very grateful for everyone supporting these events. In addition, nine Corporate Social Responsibility (CSR) days were successfully hosted. Thank you to everyone who has volunteered, supported and engaged with The Meath over the last year.

HR & Staff Development

Overall Staff Statistics

	2023/2024	2024/2025
Total hires	90	92
Total leavers	97	78
Support Worker vacancies – current (as of April)	28	13.5

Staff Surveys – August 2024 & March 2025

Survey	Completion
August 2024	99 staff
March 2025	92 staff

- Presentation followed for each, delivering results to Managers and staff
- Main focuses have been on leadership, performance and values

Highlights

- The first HR Newsletter was launched from August 2024 which included monthly update, communicated to all staff updating on new hires, perks, offers, events, national days etc
- Weekly HR Open days and evenings launched in August
- New monthly reporting template highlighting retention rate, agency spend and on-line e-learning compliance
- Employee Recognition Scheme
- Staff Handbook Policy and Review
- Local College partnerships to support recruitment
- Internal Recruitment Open Days
- Recruitment branding
- The building of a strong and united HR team, all team members are now completing their CIPD or are fully qualified, with two new hires also bringing previous HR & recruitment experience to the team:

Financial Review

During the year our total funds raised through contracts for residential services, social enterprises, and fundraising, together with investment income, totalled £8.8m. Our on-going Capital Appeal has enabled us to invest £700k improving our property and updating equipment with the balance of our income being used to fund the services and activities mentioned above.

As shown in the restricted funds column in the Statement of Financial Activities, restricted income totalled £520k which was raised for Life Enrichment programmes, our Capital Appeal and other Residential projects. At the year-end have £221k was available to progress these projects.

Residential Services and Supported Living are our primary charitable purposes and our largest sources of income, totalling £7.7m. These are also where we face our biggest challenges in terms of rising costs driven by a combination of inflation and a shortage of care staff. During the year we continued to prioritise front-line staff pay rates which is having a positive impact on recruitment.

Donations and legacies total £841k this year, of which £391k is restricted for our Capital Appeal. This income provides support for our Life Enrichment programmes, through our skills centre and wellbeing teams, as well as the refurbishment of our Grade II listed main building. Whilst the refurbishment is largely complete we are still negotiating prices to replace our nurse on-call system and to install air-conditioning in the main house.

The balance of our income is from our social enterprises, extending our Skills Centre and The Hive Café to both residents and external users, as well as fundraising events and investment income. These additional funds enable us to continue to provide the life enriching activities which set us apart as a centre of excellence for adults with epilepsy.

Financially this has not been an easy year, the Statement of Financial Activities shows a net deficit of income over expenditure for the year of £164k and the Statement of Cash Flows shows a net cash decrease of £203k. This has contributed to a reduction in general funds by £288k to a total of £1.9m.

The Charity's business plan for the year to 31 March 2026 reflects the continuing struggles to secure the correct funding, reporting a potential deficit of c£590k. After adjusting for non-cash depreciation c£478k and planned capital projects c£310k, forecast net cash outflow is c£535k. On this basis the Charity will continue to have adequate reserves and will be able to meet its liabilities as they fall due. Accordingly, the Trustees continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The Trustees recognise the need for the Charity to have sufficient reserves to be able to meet its charitable obligations and provide for a stable and sustainable future. The current policy is to build the unrestricted general fund to a level that covers three months' expenditure plus any one-off major capital projects. Unrestricted general fund at 31 March 2025 amounted to £1,914k, after deducting £60k to be used for capital projects, representing 2.6 months average future fixed costs. The balance of major capital projects will be come from restricted funds.

As explained in notes 1(a) and 18, the Trustees have transferred the endowment fund into the capital fund. Whilst the Capital fund is general in nature it is set aside to support the long term financial investment in the Charity's fixed assets.

Investment policy and objectives

Our objectives are to achieve capital and investment growth to maintain the value of our investments, measured against current inflation rates, whilst at the same time generating income to support our charitable activities. The Trustee Directors invest as ethically as possible, whilst also seeking to ensure the investment returns remain competitive. Investments had a value of £939k at 31 March 2025. Investment income for the year is £51k. The Trustee Directors can make such arrangements as they think fit for the investment of the Charity's funds and have regard to the likely timing of major future development expenditure and the level of market prices when making decisions on investments. Social, environmental and ethical aspects of making investments are regularly reviewed by the Trustee Directors together with the Charity's investment advisers.

Principal Risks & Uncertainties

All significant activities undertaken are subject to a risk review as part of the initial assessment and implementation. Major risks, for this purpose, are those that have a significant impact on:

- Operational performance, including risks to our staff and volunteers
- Financial sustainability, including stability and security of income
- Achieving our aims and objectives
- Meeting the expectations of our beneficiaries and supporters

The Board of Trustees review and evaluate these risks on an on-going basis and satisfy themselves that adequate systems and procedures are in place to manage the risks identified. The main risks identified by the Board are:

- CQC rating remaining at Requires Improvement
- Local authorities not increasing fees in line with inflation, National Minimum Wage and National Insurance contributions
- Lack of ability to recruit, train and retain staff

The processes to mitigate these risks are summarised below:

- The Meath have utilised external experts to support the service recovery plan to ensure it is in the best possible shape for full CQC inspection in 2025
- The Finance Committee approved the recruitment of a Fees Officer to support the challenging of Local Authorities and NHS Trusts for annual uplifts. Letters have been sent to families, highlighting the fee gap and requesting their support with Local Authority engagement. Our last resort is to hand contracts back to local authorities if fair fees cannot be procured
- Registered Managers and the CEO hold regular meetings to ensure a robust “expression of interest” register is in place in order to mitigate against potential eviction notices
- Capacity has increased via the conversion of rooms adjoining The Cottages thereby increasing income
- HR continually benchmark using online platforms to ensure The Meath offers competitive pay rates in the Surrey care field
- Implement new onboarding/induction tools, provide regular exit interviews for improvements and suggestions and identify new recruitment advertising platforms, supported by a new Head of HR who brings a wealth of recruitment experience

Priorities for 2025/26

Delivery of Service Improvement plan and delivery of CQC Outstanding

Having previously received positive feedback from mock and compliance inspections, the Board of Trustees were extremely disappointed with the CQC rating. However, they were satisfied with the actions taken by the CEO and Residential Services team in designing and delivering a service delivery plan, supported by experts within the compliance and medication management field. The Health and Social Care Trustee Sub-Committee meet monthly to scrutinise and hold to account CEO and Residential Staff in relation to the Service Delivery Plan. The Board of Trustees remain committed to the delivery of best possible care experience & outcomes with its ambition to be an outstanding CQC provider and a centre of excellence for epilepsy. A mock inspection will be carried out in June 2025 to ensure the Service Improvement Plan is on track.

Delivery of our new 3 weekly quality framework visits

Ensuring regular quality sense checks to ensure readiness for pending CQC inspection, to support The Meath’s journey to becoming an 'outstanding' care provider.

Migration to new pharmacy and eMAR

During 2025/2026 we will be migrating away from our local pharmacy to a national online pharmacy. The new pharmacy has extensive experience in working with residential care settings and they will provide a comprehensive and responsive service tailored to meet our needs. Following this we will be embedding our new electronic Medication Administration Record (eMAR) system. This is a digital system for managing, recording and tracking medication administration. It replaces paper MAR charts with a secure, efficient electronic process.

Fair Pricing from Local Authorities for Care Packages

Additional staff within the Finance team will support the CEO and Head of Finance to reduce the financial gap in statutory funding and reduce the reliance on Fundraising.

Delivery of final phases of Capital Build

Following the completion of all the external works we hope to complete the internal upgrade and renewal of our safety systems to further reduce the risk to life for the people we support.

Stakeholder engagement

The Board remain committed to meaningful stakeholder engagement. For example, having received the disappointing CQC news, the CEO provided all families with an opportunity to meet with him, in small numbers within service as well as a Family Forum to reassure and set out service recovery plan. Following Family Forum events, questionnaires are distributed to gather feedback and gauge interest in future discussion topics. The Residential Services team consistently produce weekly updates and monthly event summaries for families and external stakeholders. These initiatives demonstrate a commitment to transparency, collaboration, and continuous improvement within the organisation.

Impactful Social Enterprises

The new Skill Centre Manager will deliver both impactful and person centre activity sessions which are measurable.

Maintaining a Robust Expression of Interest Register and filling Voids

A robust waiting list remains in place and with a pipeline of individuals to fill voids.

Structure, Governance & Management

The Charity

The charity (Registered Charity Number 200359) is unincorporated and registered with the Charity Commission in England and Wales. It is governed by its Trust Deed last amended on 25 May 2015.

- Epilepsy is covered by the Equality Act in England, Scotland and Wales, and the Disability Discrimination Act in Northern Ireland.
- Most importantly, many people with complex epilepsy can take part in the same activities as everyone else given the appropriate help and with simple safety measures applied.

Recruitment and appointment of new Trustee Directors

The Trustee Directors are Directors of The Meath Trustee Company Limited. The Meath Trustee Company Limited is the sole trustee of the unincorporated charity. They are recruited to maintain a balance of skills, qualifications, and experience to ensure that the Charity and its property are managed efficiently and knowledgeably. When a vacancy occurs, a profile of the new Trustee Directors is agreed, with suitable candidates identified possessing the expertise required. References are obtained for any new Trustee Director, including a criminal records bureau check.

All new Trustee Directors are given a copy of the Charity Commissioners' booklet on the responsibilities of a Trustee. A file of essential information is provided as part of their induction programme. A Governance Manual and Code of Conduct for Trustees is available. Each new Trustee Director is appointed for an initial term of four years. Once elected they do not have to be re-elected annually, but they do have to stand down at the end of their four-year term. Trustees are entitled to stand for re-election for a maximum of three terms. Continuing support and training is provided for Trustee Directors including external facilitators at regular away-days.

Organisational Structure

The CEO is responsible for the strategic and day-to-day management of the Charity and reports to the Board of Trustees, who are Directors of the Charity. The strategic direction of the organisation is determined by the CEO with the Trustee Directors, who have overall

responsibility for the Charity. The Trustee Directors also ensure that the Charity adheres to the policies and procedures laid down by the Charity Commission and the Care Quality Commission. To fulfil this role, the Trustee Directors have established the following sub-committees: Finance and Risk, Fundraising & Marketing, Health and Social Care and Nominations and Remunerations Committee. These Committees report regularly to the Board where decisions are formally agreed. Board Meetings are held every other month.

Arrangements for setting pay of key management

Remuneration of the CEO is decided by the Trustee Directors after consideration of the level paid to comparable organisations and an assessment of performance. The level of remuneration and increases paid to Senior Executives reporting directly to the CEO are proposed by the CEO and agreed by Trustee Directors.

Risk and Corporate Governance Matters

Trustee Directors are responsible for the management of risk faced by the Charity and treat risk management as a priority. Risk awareness is emphasised throughout all levels of the organisation. Risks are identified, assessed and controls are applied throughout the year by Senior Management and staff employed by the Charity. Each risk has been grouped and evaluated according to priority and assigned to the relevant sub-committees for detailed review at least every six months. The Charity is subject to regular inspections by the Care Quality Commission (CQC) and is required to conform to the National Care Standards.

Health and Safety

As an employer, the Charity holds Health and Safety matters paramount, working to the Health and Safety at Work Act 1974 and other associated legislation. The CEO is responsible for monitoring The Meath's policy and its implementation, maintenance, and ongoing review.

The Charity has a procedure for reporting accidents, diseases and dangerous occurrences to the Health and Safety Executive and the National Care Standards Commission, with all records being kept for inspection.

Related parties

- Katie Randerson, Trustee, is related to a Meath resident and also to a family member who is an occasional donor to The Meath.
- Sally Wilson, Trustee is related to a Meath resident.
- Lee Bennett, CEO, is a Trustee at Disability Changers, a local children's disability charity.

Apart from the above, no other Trustee Directors of The Meath have connections with any other relevant interested parties.

Reference & Administration

The Meath Epilepsy Charity - Registered Charity number: 200359

The Charity is controlled by its governing document, a Deed of Trust, and constitutes an unincorporated charity. This was founded under the name "The Meath Home for Epileptic Women and Girls" in a Conveyance and Declaration of Trust dated 28th October 1896. The latest change to the governing documented was during May 2015.

The Meath Trustee Company Limited - Registered Company number: 05822835

The Meath Trustee Company Limited was incorporated on the 19th of May 2006 and is the Trustee of The Meath Epilepsy Charity.

Principal address & contact details

Westbrook Road Godalming, Surrey, GU7 2QH

Tel: 01483 415095

info@meath.org.uk

www.meath.org.uk

Patrons

- HM Lord-Lieutenant of Surrey, Michael More-Molyneux
- The Baroness Parminter of Godalming
- The Rt. Hon. Sir Jeremy Hunt MP
- John Jeffrey MBE
- Richard Lockwood
- Lesley Lockwood
- Professor John Duncan (as of April 2025)

Trustee Directors

- Graham Healy – Chair of Trustees
- Karen Thurston
- Helen Pernelet
- Nick Fenton
- Chris Alder
- Katie Randerson
- Sally Wilson
- Mihail Calinescu – Joined July 2024
- Anthony Gibbon – Joined July 2024

Senior Management Team

- Chief Executive - Lee Bennett
- Head of Care – Tracy Toth (departed February 2024)
- Senior Registered Managers – Carole Brockwell & Tania Evans
- Head of Finance – Andrew Bagley
- Head of Fundraising - Lucy Miguda
- Head of Marketing & Communications – Helen Jackson
- Head of HR – Vanessa Mulholland
- Head of Skills Centre – Catherine Agca (appointed March 2025)

Auditor & Advisors

Auditors: MHA, 2 London Wall Place, London, EC2Y 5AU

Main Bankers: Lloyds Bank Plc, 49 High Street Godalming Surrey, GU7 1AT

Investment Advisor: JM Finn & Co, 4 Coleman Street London, EC2R 5TA

Statement of Trustee Responsibilities

The Trustee Directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed requires the Trustee Directors to prepare financial statements for each financial year which give a true and fair view of the situation of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period. In preparing those financial statements, the Trustee Directors are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charity SORP.
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustee Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustee Directors are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

APPROVED ON BEHALF OF THE TRUSTEES



Graham Healy – Chair of Trustees

The Meath Trustee Company Limited Date : 23/07/2025

INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF MEATH EPILEPSY CHARITY

Opinion

We have audited the financial statements of Meath Epilepsy Charity (the ‘Charity’) for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity’s affairs as at 31 March 2025, and of its incoming resources and application or resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities for the audit of the financial statements section of our report.

We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees’ use of the going concern basis of accounting in the preparation of the financial statements is appropriate. Our evaluation of the Trustees’ assessment of the entity’s ability to continue to adopt the going concern basis of accounting included critical reviews of budgets and forecasts provided.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the

Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities (Accounts and Report) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 23, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using

the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management and those charged with governance around actual and potential litigation and claims;
- Enquiry of Charity staff in finance and tax functions to identify any instances of non-compliance with laws and regulations;
- Performing audit work over the risk of management override of controls;
- Testing of journal entries and other adjustments for appropriateness;
- Evaluating the business rationale of significant transactions outside the normal course of business;
- Reviewing significant accounting estimates for bias;
- Reviewing minutes of meetings of those charged with governance during the year and post year end;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



MHA, Statutory Auditor
London, United Kingdom

Date: 07/08/2025

MHA is the trading name of MHA Audit Services LLP, a limited liability partnership in England and Wales (registered number OC455542)

MHA are eligible to act as auditors in terms of section 1212 of the Companies Act.

FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2025	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2024
		£	£	£	£	£	£	£	£
Income									
Donations, legacies & grants	2	321,170	520,243	-	841,413	490,513	576,547	-	1,067,060
Charitable activities	3	7,660,655	-	-	7,660,655	7,400,606	-	-	7,400,606
Other trading activities	4	255,499	200	-	255,699	241,854	3,579	-	245,433
Investment income	5	51,913	-	-	51,913	53,920	-	-	53,920
		<u>8,289,237</u>	<u>520,443</u>	<u>-</u>	<u>8,809,680</u>	<u>8,186,893</u>	<u>580,126</u>	<u>-</u>	<u>8,767,019</u>
Expenditure									
Charitable activities	6	8,061,966	79,826	111,804	8,253,596	7,551,934	142,485	111,804	7,806,223
Raising funds - Social enterprise	7	381,770	84,725	-	466,495	263,530	144,433	-	407,963
Raising funds - Other	8	261,659	-	-	261,659	281,554	-	-	281,554
		<u>8,705,395</u>	<u>164,551</u>	<u>111,804</u>	<u>8,981,750</u>	<u>8,097,018</u>	<u>286,918</u>	<u>111,804</u>	<u>8,495,740</u>
Net (expenditure) / income		(416,158)	355,892	(111,804)	(172,070)	89,875	293,208	(111,804)	271,279
Net gains on investments		7,602			7,602	13,747			13,747
Transfer between funds	18	4,632,702	(472,137)	(4,160,565)	-	130,864	(130,864)	-	-
Net movement in funds		<u>4,224,146</u>	<u>(116,245)</u>	<u>(4,272,369)</u>	<u>(164,468)</u>	<u>234,486</u>	<u>162,344</u>	<u>(111,804)</u>	<u>285,026</u>
Total funds brought forward		<u>10,571,510</u>	<u>337,021</u>	<u>4,272,369</u>	<u>15,180,900</u>	<u>10,337,024</u>	<u>174,677</u>	<u>4,384,173</u>	<u>14,895,874</u>
Total funds carried forward		<u>14,795,656</u>	<u>220,776</u>	<u>-</u>	<u>15,016,432</u>	<u>10,571,510</u>	<u>337,021</u>	<u>4,272,369</u>	<u>15,180,900</u>

CONTINUING OPERATIONS

Income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	2024 £
Fixed assets			
Tangible assets	12	12,881,382	12,641,502
Listed investments	13	939,247	964,467
		<u>13,820,629</u>	<u>13,605,969</u>
Current assets			
Debtors: amounts falling due within one year	14	406,453	388,679
Bank balances & cash in hand		<u>1,814,319</u>	<u>2,017,495</u>
		2,220,772	2,406,174
Current liabilities			
Creditors: amounts falling due within one year	16	<u>1,024,969</u>	<u>831,243</u>
Net current assets		<u>1,195,803</u>	<u>1,574,931</u>
Total assets less current liabilities		<u>15,016,432</u>	<u>15,180,900</u>
Charity funds	18		
Unrestricted:			
General fund		1,914,274	2,202,377
Capital fund		<u>12,881,382</u>	<u>8,369,133</u>
		<u>14,795,656</u>	<u>10,571,510</u>
Restricted:			
Restricted fund		220,776	337,021
Endowment fund		-	<u>4,272,369</u>
		<u>220,776</u>	<u>4,609,390</u>
Total funds		<u>15,016,432</u>	<u>15,180,900</u>

The financial statements were approved and authorised for issue by the Board of Trustee Directors on 23 July 2025 and were signed on its behalf by:



Graham Healy (Chair of the Board of Trustee Directors)
The Meath Trustee Company Limited

STATEMENT OF CASHFLOWS

FOR THE YEAR ENDED 31 MARCH 2025

	2025	2024
	£	£
Cash flows from operating activities		
Net (expenditure) / income for the reporting period	(164,468)	285,026
Adjustments for:		
Depreciation charges	460,461	446,350
Gain on investments	(7,602)	(13,747)
Interest receivable	(51,913)	(53,920)
(Increase) / decrease in debtors	(17,774)	32,499
Increase in creditors	193,726	28,934
	412,430	725,142
Net cash generated by operating activities	412,430	725,142
Cash flows from investing activities		
Purchase of tangible fixed assets	(700,841)	(222,982)
Sale of tangible fixed assets	500	2,101
Purchase of investments	(452,993)	(539,266)
Sale of investments	485,815	505,118
Interest received	51,913	53,920
	(615,606)	(201,109)
Net cash expended on investing activities	(615,606)	(201,109)
Change in cash & cash equivalents	(203,176)	524,033
Cash & cash equivalents brought forward	2,017,495	1,493,462
Cash & cash equivalents carried forward	1,814,319	2,017,495

Net debt

The charity had no net debt at 31 March 2025 or at 31 March 2024.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES

a) Basis of preparing the financial statements

The accounts & financial statements have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with FRS102 the Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Meath Epilepsy Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Having considered the financial position of the Meath Epilepsy Charity and plans and forecasts for future periods, the Trustees are satisfied that there is no material uncertainty around the ability of the Charity to continue as a going concern for the foreseeable future. The financial statements have therefore been prepared on the basis that the charity is a going concern. The Trustees will continue to monitor the Charity's financial performance and risk exposure closely and will take appropriate action to ensure the long-term sustainability of the Charity and its activities.

b) 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. The main sources of income are from local authorities for providing high levels of care and residential accommodation, this is supplemented by income from social enterprises providing products & services to external clients and the general public. Income from local authorities is recognised in the year that care and accommodation is provided. Income from social enterprises is recognised in the year that a sale occurs. Donations are recognised on receipt.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES (continued)

c) 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.

Direct costs are those which are wholly attributable to a particular activity.

Support costs have been apportioned by reference to direct staff costs as an indication of activity and usage

d) Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

e) Governance costs

This comprises the costs of compliance with constitutional and statutory requirements.

f) Taxation

The charity is exempt from tax on its charitable activities and has been deregistered for VAT since 1 November 2023.

g) Tangible fixed assets

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

- Freehold property – between 2% and 10% on cost
- Equipment, fixtures and fittings - 20% on cost
- Motor vehicles - 20% on cost
- No depreciation is charged on freehold land.

The charity's policy is to capitalise assets that cost £1,000 or more individually or where an investment in multiple related items together cost £1,000 or more.

h) Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees. The general fund comprises unrestricted funds which are neither designated by Trustee Directors nor restricted by donors.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES (continued)

Fund accounting (continued)

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.

There is one remaining designated fund within the Trust which form part of the unrestricted funds.

The Endowment Fund represents the original gift to the charity of its freehold land and building in 1896, as augmented by subsequent revaluations. The endowment fund supports part of the value of investment in Fixed Assets. At the year end the endowment fund has been transferred to the capital fund.

The designated "Capital fund" has been established to support the value of investment in Fixed Assets, and thus cannot be used for the general purposes of the Charity.

i) Investments

Investments are valued at market value as at the balance sheet date. Realised and unrealised gains and losses arising on the revaluation of investments are credited or charged to the Statement of Financial Activities.

j) Pension costs and other post-retirement benefits

The charity supports a defined contribution group personal pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

These contributions are invested in an insurance company and are therefore separate from the charity's assets.

k) Employee benefits

Short term employee benefits, such as wages and salaries, are accrued at the amount expected to be paid for the relevant at service and not discounted for the time value of money.

Termination benefits are paid immediately on termination and are therefore accrued at the amount expected to be paid and not discounted for the time value of money.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES (continued)

l) Financial instruments

The Meath Epilepsy Charity Trust has financial assets of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at the present value of future cash flows (amortised costs). No discounting has been applied to these financial instruments on the basis that the periods over which amounts will be settled are such that any discounting would be immaterial.

m) Critical accounting judgements and key sources of estimation

In the application of the charity's accounting policies, which are described within the notes above, the Trustee Directors are required to make judgements, estimates, assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustee Directors, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

2 DONATIONS, LEGACIES & GRANTS	2025	2024
	£	£
Regular giving & gift aid	142,810	190,307
Charities & trusts	688,098	863,559
Legacies	10,505	13,194
	<u>841,413</u>	<u>1,067,060</u>
3 CHARITABLE ACTIVITY INCOME	2025	2024
	£	£
Residential services	7,243,646	6,987,188
Supported living	417,009	413,418
	<u>7,660,655</u>	<u>7,400,606</u>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

4 OTHER TRADING ACTIVITIES			2025		2024	
			£		£	
Social enterprises			199,310		168,196	
Fund raising events			47,968		69,325	
Feed-in tariff			8,421		7,912	
			<u>255,699</u>		<u>245,433</u>	
5 INVESTMENT INCOME			2025		2024	
			£		£	
Dividends & interest received			51,913		53,920	
			<u>51,913</u>		<u>53,920</u>	
6 EXPENDITURE ON CHARITABLE ACTIVITIES	Residential Services	Supported Living	2025	Residential Services	Supported Living	2024
	£	£	£	£	£	£
Direct costs:						
Staff costs	5,349,299	220,720	5,570,019	5,000,643	207,193	5,207,836
Catering	175,249	-	175,249	162,425	-	162,425
Medical supplies	23,667	-	23,667	34,134	-	34,134
Property rent	-	35,159	35,159	-	37,466	37,466
Utilities	-	-	-	-	3,589	3,589
	<u>5,548,215</u>	<u>255,879</u>	<u>5,804,094</u>	<u>5,197,202</u>	<u>248,248</u>	<u>5,445,450</u>
Support costs:						
Staff costs	1,003,414	41,402	1,044,816	894,211	37,050	931,261
Estate maintenance	251,776	10,389	262,165	220,648	9,142	229,790
Utilities	200,569	8,276	208,845	278,839	11,553	290,392
Vehicle expenses	26,418	1,090	27,508	25,586	1,060	26,646
Recruitment & training	102,916	4,246	107,162	91,005	3,771	94,776
IT support & supplies	131,667	5,433	137,100	133,689	5,539	139,228
Administrative costs	152,369	6,287	158,656	123,701	5,125	128,826
Governance	72,640	2,997	75,637	99,780	4,134	103,914
Depreciation	410,668	16,945	427,613	399,392	16,548	415,940
	<u>2,352,437</u>	<u>97,065</u>	<u>2,449,502</u>	<u>2,266,851</u>	<u>93,922</u>	<u>2,360,773</u>
Total charitable activity expenditure	<u>7,900,652</u>	<u>352,944</u>	<u>8,253,596</u>	<u>7,464,053</u>	<u>342,170</u>	<u>7,806,223</u>
Unrestricted funds			8,061,966			7,551,934
Restricted funds			79,826			142,485
Endowment funds			111,804			111,804
Movement on funds			<u>8,253,596</u>			<u>7,806,223</u>

Movement in endowment funds is in respect of depreciation on the endowment property.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

7 EXPENDITURE ON RAISING FUNDS

- SOCIAL ENTERPRISE	2025	2024
	£	£
Direct costs:		
Staff costs	286,730	244,255
Resident activities	26,418	15,011
Cost of sales	27,253	15,548
Property rent	-	19,000
Utilities	-	3,426
	<u>340,401</u>	<u>297,240</u>
Support costs:		
Staff costs	53,784	43,677
Estate maintenance	13,496	10,777
Utilities	10,751	13,620
Vehicle expenses	1,416	1,250
Recruitment & training	5,516	4,445
IT support & supplies	7,058	6,530
Administrative costs	8,167	6,042
Governance	3,894	4,874
Depreciation	22,012	19,508
	<u>126,094</u>	<u>110,723</u>
Total social enterprise expenditure	<u>466,495</u>	<u>407,963</u>
Unrestricted funds	381,770	263,530
Restricted funds	<u>84,725</u>	<u>144,433</u>
Movement on funds	<u>466,495</u>	<u>407,963</u>

8 EXPENDITURE ON RAISING FUNDS

- OTHER	2025	2024
	£	£
Direct costs:		
Staff costs	141,146	136,497
Resident activities	-	5,756
PR marketing & website	30,940	50,487
Fundraising events	27,500	26,937
	<u>199,586</u>	<u>219,677</u>
Support costs:		
Staff costs	26,477	24,409
Estate maintenance	6,643	6,023
Utilities	5,292	7,611
Vehicle expenses	697	698
Recruitment & training	2,717	2,484
IT support & supplies	3,474	3,649
Administrative costs	4,020	3,377
Governance	1,917	2,724
Depreciation	10,836	10,902
	<u>62,073</u>	<u>61,877</u>
Total raising funds expenditure	<u>261,659</u>	<u>281,554</u>
Unrestricted funds	261,659	281,554
Restricted funds	<u>-</u>	<u>-</u>
Movement on funds	<u>261,659</u>	<u>281,554</u>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

9 EXPENDITURE

GOVERNANCE COSTS	2025	2024
	£	£
External accounting & tax support	-	148
Auditors' remuneration - statutory audit 22/23	-	7,520
Auditors' remuneration - statutory audit 23/24	-	28,000
Auditors' remuneration - statutory audit 24/25	26,829	-
Auditors' remuneration - VAT advice	-	1,092
Legal & professional	45,121	68,009
Investment management fees	9,498	6,743
	<u>81,448</u>	<u>111,512</u>

10 KEY MANAGEMENT PERSONNEL REMUNERATION & BENEFITS

Key management personnel include Trustee Directors and the senior management team. No trustees received any remuneration, benefits, or reimbursement of any expenses for the year (2024 £nil).

The senior management team emoluments, including employer national insurance contributions and employer pension contributions, totalled £503,960 (2024: £395,559).

During the year the senior management team was expanded to include 2 senior residential services managers.

11 STAFF COSTS

	2025	2024
	£	£
Wages & salaries	5,359,575	4,805,791
Social security	439,476	368,649
Pension contributions	302,967	288,180
	<u>6,102,018</u>	<u>5,462,620</u>

Employees earning over £60,000:	2025	2024
	No.	No.
Between £60,000 and £69,999	4	2
Between £70,000 and £79,999	1	-
Between £90,000 and £99,999	1	1

	2025	2024
	No.	No.
Average number of staff during the year	<u>195</u>	<u>192</u>

Included in wages & salaries above is a total of £45,199 of termination benefits (2024: £11,184). These were fully-paid in the year to sixteen individuals (2024: fully-paid in the year to one individual) and represent £42,287 of contractual and £2,912 of non-contractual benefits. The non-contractual benefits were made in the best interest of the Charity and with Trustee agreement.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

12 TANGIBLE FIXED ASSETS

	Freehold Property £	Equipment Fixtures & Fittings £	Motor Vehicles £	Total £
Cost				
At 1 April 2024	16,040,515	1,086,712	159,028	17,286,255
Additions	483,525	217,316	-	700,841
Disposals	-	(21,161)	-	(21,161)
At 31 March 2025	<u>16,524,040</u>	<u>1,282,867</u>	<u>159,028</u>	<u>17,965,935</u>
Depreciation				
At 1 April 2024	3,634,617	895,274	114,862	4,644,753
Charge for the year	351,010	88,607	19,968	459,585
Eliminated on disposals	-	(19,785)	-	(19,785)
At 31 March 2025	<u>3,985,627</u>	<u>964,096</u>	<u>134,830</u>	<u>5,084,553</u>
Net book value				
At 31 March 2025	<u>12,538,413</u>	<u>318,771</u>	<u>24,198</u>	<u>12,881,382</u>
At 1 April 2024	<u>12,405,898</u>	<u>191,438</u>	<u>44,166</u>	<u>12,641,502</u>

13 LISTED INVESTMENTS

	2025 £	2024 £
Market value		
Brought forward	964,467	916,572
Additions	452,993	539,266
Disposals	(485,582)	(514,633)
Unrealised gains/(losses)	7,369	23,262
Carried forward	<u>939,247</u>	<u>964,467</u>
Historical cost		
	<u>929,376</u>	<u>961,703</u>

The listed investments held for both years is a mixture of equities and bonds.

14 DEBTORS

Amounts falling due within one year

	2025 £	2024 £
Residents fees	296,217	264,833
Other debtors	27,225	39,216
Prepayments & accrued income	83,011	84,630
	<u>406,453</u>	<u>388,679</u>

Other debtors include £27,225 (2023: £39,225) due from Arthouse Unlimited that is due after more than one year.

15 FUNDS HELD AND DISBURSED AS AGENT

During the year the Charity administered funds as agent on behalf of residents. Balances brought forward were £18,341 (2024: £144,278). During the year the Charity received funds totalling £763 (2024: £16,244) and paid out funds totalling £19,104 (2024: £142,181). Balances carried forward were £nil (2024: £18,341). These brought forward and carried forward balances, and in year transactions, have not been included in these accounts as the Charity has no entitlement to these funds.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

16 CREDITORS

Amounts falling due within one year

	2025 £	2024 £
Trade creditors	218,599	202,718
Social security & other taxes	105,844	99,680
Deferred income - Residents' fees	78,898	106,193
Deferred income - Event income	146,370	5,420
Other creditors	41,491	40,479
Accrued expenses	433,767	376,753
	<u>1,024,969</u>	<u>831,243</u>

Deferred income comprises residents' fees and event income received in advance of the period to which it relates.

17 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2025 £
Tangible fixed assets	12,881,382	-	-	12,881,382
Investments	939,247	-	-	939,247
Current assets	1,999,996	220,776	-	2,220,772
Current liabilities	(1,024,969)	-	-	(1,024,969)
	<u>14,795,656</u>	<u>220,776</u>	<u>-</u>	<u>15,016,432</u>
	£	£	£	£
Tangible fixed assets	8,369,133	-	4,272,369	12,641,502
Investments	964,467	-	-	964,467
Current assets	2,069,153	337,021	-	2,406,174
Current liabilities	(831,243)	-	-	(831,243)
	<u>10,571,510</u>	<u>337,021</u>	<u>4,272,369</u>	<u>15,180,900</u>

18 MOVEMENT IN FUNDS

	Funds at 1 April 2024 £	Income £	Expenditure £	Transfers £	Gains / (losses) £	Funds at 31 March 2025 £
Unrestricted funds						
General fund	2,202,377	8,289,237	(8,584,942)	-	7,602	1,914,274
Capital fund	8,369,133	-	(120,453)	4,632,702	-	12,881,382
	<u>10,571,510</u>	<u>8,289,237</u>	<u>(8,705,395)</u>	<u>4,632,702</u>	<u>7,602</u>	<u>14,795,656</u>
Life enrichment programme	153,759	102,289	(128,516)	-	-	127,532
Unit families	8,066	5,532	(6,644)	-	-	6,954
Heritage fund re Countess of Meath	8,350	-	(8,350)	-	-	-
Defibrillator	-	1,500	-	-	-	1,500
Capital appeal	166,846	391,122	(1,041)	(472,137)	-	84,790
New rooms in The Cottages	-	15,000	(15,000)	-	-	-
Bradbury wing kitchen	-	5,000	(5,000)	-	-	-
Restricted funds	<u>337,021</u>	<u>520,443</u>	<u>(164,551)</u>	<u>(472,137)</u>	<u>-</u>	<u>220,776</u>
Endowment fund	4,272,369	-	(111,804)	(4,160,565)	-	-
	<u>4,609,390</u>	<u>520,443</u>	<u>(276,355)</u>	<u>(4,632,702)</u>	<u>-</u>	<u>220,776</u>
Total funds	<u>15,180,900</u>	<u>8,809,680</u>	<u>(8,981,750)</u>	<u>-</u>	<u>7,602</u>	<u>15,016,432</u>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

18 MOVEMENT IN FUNDS (contd.)

Transfers

Capital appeal: On completion of phase 2 of our capital appeal £472,137 was transferred from restricted fund to capital fund.

Endowment fund: Following a review of the original conveyance document dated 28 October 1896 and subsequent legal opinion dated 23 October 1957, the Trustees have concluded no Trust Deed exists in respect of the endowment fund. In the absence of any Trust Deed there are no restrictions placed on conveyed property. The Charity Commission have been approached to confirm they have no objection for the endowment fund balance being transferred to the Capital fund. In response by email dated 10 May 2024 The Charity Commission have confirmed charity number 200359-1 Countess of Meath's Fund for the Endowment of the Lauderdale Bed was removed on 11 January 1996. Aside from this they make no mention of the Meath Epilepsy Charity's endowment fund and would leave it for the Trustees to make their own determination. The Board of Trustees have approved merging the Endowment Fund with the Capital Fund.

Life enrichment programme

Donations received from trusts, foundations and private donors in support of our life enrichment programme. Through our skills centre, physiotherapy and occupational therapy, our aim is for each person we support to live their life to the full. This programme is supported by National Lottery, Garfield Weston and The Community Foundation for Surrey, in addition to many other supporters.

Unit families

Private funds received from family members for furnishings and equipment on their loved one's unit.

Capital Appeal

Donations received from trusts, foundations and private donors towards the costs of restoration and renovation of our Grade II listed building, which is home to 43 of our residents. These works include new roofing and windows, replacement of the on-call system, air-conditioning, and fire safety adaptations.

Heritage fund

Donation received from National Lottery Heritage Fund for the archiving of historical documents relating to the inception and history of Meath Epilepsy Charity.

New rooms in the The Cottages

During the year funding was received to support reconfiguration and creation of two additional en-suite rooms in The Cottages, increasing our capacity and the opportunity to generate additional income.

Bradbury Wing kitchen

During the year funding was received to support the refurbishment of Bradbury Wing kitchen.

19 OPERATING LEASE COMMITMENTS

	Land & Buildings 2025 £	Other 2025 £	Land & Buildings 2024 £	Other 2024 £
Future minimum lease payments under non-cancellable operating leases:				
Within one year	21,000	13,604	36,538	11,100
Between one and five years	7,000	21,101	16,138	25,991
	28,000	34,705	52,676	37,091
Total lease payments made during the year	35,133	13,406	55,188	7,606

20 PENSION COMMITMENTS

During the year £295,127 (2024: £284,260) was paid into the group personal pension scheme. Outstanding liability at the balance sheet date was £41,491 (2024: £40,127).

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

21 RELATED PARTY DISCLOSURES

Arthouse Unlimited (charity number 1177900)

On 31st May 2018 the business activities of the subsidiary undertaking The Arthouse at The Meath Limited were demerged to Arthouse Unlimited, an independent charity.

At the year end £27,225 was due to The Meath Epilepsy Charity (2024: £39,225).

Income related

During the year trustees and senior management made general unrestricted donations totalling £3,418 (2024: £3,761), and restricted donations to the capital appeal totalling £nil (2024: £11,105).

Expenditure related

A close family friend of the Head of Fundraising is the owner of a business that has an interest in contracts and supplies totalling £nil (2024: £129,293).

22 ULTIMATE CONTROL

The charity is controlled by the Trustee Directors of The Meath Trustee Company.

MEATH EPILEPSY CHARITY

England & Wales - Charity number 200359

Accounts

the *Meath*
epilepsy charity



1 in 100
people have
epilepsy



2024

**REPORT OF THE TRUSTEE & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

Registered Charity Number 200359

the *Meath*
epilepsy charity

www.meath.org.uk



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TheMeathCharity



TheMeathCharity

TABLE OF CONTENTS

Statement from Chair of Trustees	3
Message from the CEO	4
Objectives & Aims	5
Achievements & Performance	6
Financial Review	26
Plans for the Future	28
Structure, Governance & Management	31
Reference & Administration	33
Statement of Trustees Responsibilities	35
Independent Auditors Report	36
Financial Statements	39

STATEMENT FROM THE CHAIR OF TRUSTEES

As Chair of Trustees, it brings me great pleasure to represent The Meath Epilepsy Charity's delivery of exceptional person-centred care to adults with complex epilepsy and associated disabilities.

In the face of ongoing challenges, particularly regarding staff recruitment and retention in line with national shortages of care staff, the Board has remained proactive. We are proud to have implemented two pay increases for frontline workers over the past year, with the most recent representing a significant 7% uplift. These efforts aim to ensure that The Meath remains an employer of choice within the Surrey community.

Additionally, the Board has been instrumental in driving a values and culture programme, endorsing a new set of values to foster inclusivity and best practice. This initiative not only strengthens the working environment for our dedicated staff but also enhances our ability to attract top talent.

Under the exemplary leadership of our CEO, Lee Bennett, we have made remarkable progress in the CQC recovery programme, culminating in the attainment of a 'Good' rating following an independently assessed mock CQC inspection earlier this year. We thank Lee and the residential care management team for their outstanding efforts in driving continuous improvements.

Furthermore, we have made strategic decisions to increase residential capacity following the decommissioning of two bedrooms in 2022 due to fire regulations. This expansion will aid in the recovery of significant income loss, with work already underway to expand The Cottages service while repurposing the affected Skills Centre area.

The launch of The Hive (former on-site Café) last autumn stands as a testament to The Meath's commitment to fostering community engagement, social opportunities, and skill development. This vibrant multipurpose space reflects our dedication to enhancing the lives of the people we support.

Thanks to the generosity of our donors, our dedicated fundraising team has continued to provide life-enriching opportunities. Notably, our Capital Appeal has enabled us to future-proof our facilities and enhance the comfort and safety of the individuals we support, with phase 1 of the works already completed.

We are currently in the process of recruiting new members for the Board of Trustees following the retirement of Malcolm Ring in late 2023 and the successful appointment of Lisa O'Brien as The Meath's Head of Health & Wellbeing and Epilepsy Nurse Consultant. I extend my gratitude to both Malcolm and Lisa for their invaluable contributions as trustees. Their dedication and commitment have greatly enriched The Meath, and I wish them continued success in their future endeavours.

As we reflect on the past year, I am filled with optimism and gratitude for the resilience and commitment demonstrated by The Meath community. Together, we have navigated through challenges, demonstrating our dedication to making a positive impact for the residents of The Meath.

On behalf of the Board of Trustees, I extend our deepest appreciation to Lee Bennett, CEO, our staff team, volunteers, donors, and partners for their unwavering support and commitment. Our annual report serves as a testament to the remarkable achievements made possible through our collective efforts.

Graham Healy, Chair of Trustees

MESSAGE FROM THE CEO

I would like to recognise the Board of Trustees for their dedication to our continuous improvement programme. Their commitment to conducting internal audits and actively participating in the monthly Health & Social Care Committees over the last 12 months has been much appreciated. The Board have also endorsed a significant pay rise for our frontline workers to support us with talent attraction and retention given the national challenges in the health & social care sector.

I'm proud to announce that the residential care team has achieved a remarkable milestone, with 100% completion of the continuous improvement plan and earning a 'Good' rating in a recent independent mock CQC assessment. This accomplishment reflects their relentless hard work and dedication in this reporting period.

Moreover, I'm delighted by the collaborative efforts across various departments, with staff volunteering in working groups focused on crucial areas such as safeguarding and operational policies. These groups serve as pillars for enhancing and reinforcing organisational policies and fostering best practice, ensuring we closely align to emerging initiatives and trends.

The recent appointment of our new Epilepsy Nurse Consultant brings a sense of reassurance to both the Board and I, as we continue to prioritise creating a safe and inclusive environment for the people we support. With Lisa's expertise, we've been able to identify and mitigate risks associated with epilepsy, offering peace of mind to residents and their families.

The launch of The Hive stands as a testament to our commitment to innovation and social impact. This unique social hub, coupled with learning and volunteering opportunities, distinguishes The Meath from other providers, allowing residents to actively engage and develop life skills within their community.

Furthermore, the Skills Centre team's initiative to develop an exciting new timetable of events for 2024, aligned with resident feedback, demonstrates our dedication to meeting evolving needs while exploring avenues to enhance service offerings and generate income.

Our facilities team have done an outstanding job in maintaining our premises, including internal and external refurbishments and project management support for the increased bedroom capacity programme. The team's diligent work ensures a conducive environment for our residents and staff alike.

The success of the capital appeal launched in 2023 is a testament to the exceptional efforts of our fundraising team. This initiative will significantly impact our ability to serve vulnerable adults for years to come, ensuring our facilities and services remain future-proofed.

Lastly, I am pleased to have launched a recognition programme to acknowledge and reward outstanding staff achievements over the last year. As we embark on another year, I am confident that with the continued support and dedication of our staff, trustees, volunteers, donors, and families, The Meath Epilepsy Charity will achieve even greater success in 2024.

Lee Bennett, CEO

OBJECTIVES & AIMS

ACCOMMODATION & SUPPORT SERVICE

At The Meath Epilepsy Charity, our mission is to enrich the lives of individuals with complex epilepsy and associated disabilities. We are dedicated to ensuring they receive the tailored support, expert care, and encouragement necessary to foster confidence, develop new skills, and achieve greater independence in their daily lives. In setting the objectives and planning the activities of the Charity, the Trustees have considered the Charity Commission's general guidance on public benefit.

The Charity's illustrious history traces back to 1892, when the Countess of Meath inaugurated Westbrook House as a haven for "epileptic women and girls." Over the years, our mission has expanded to support both male and female adults navigating the challenges of epilepsy. While the quality and diversity of our services have evolved, it is heartening to note that The Meath Epilepsy Charity has steadfastly upheld its legacy as a "happy home," a sanctuary cherished by residents both past and present.

We are extremely grateful to Lady Meath for her foresight and are proud of our long history, the many years of highly effective services forming the bedrock upon which we have built our modern, proactive and highly professional organisation. One relative has described the organisation as *"The Meath is a most exceptional place and should be used as a blueprint for all care homes"*.

Amidst a nationwide shortage of specialist epilepsy care providers, The Meath Epilepsy Charity continues to stand out as a highly sought-after residential home, with a steadily growing waiting list for residential accommodation.

We offer a progressive pathway of specialised care and support for individuals aged 18 and above, living with complex epilepsy and other disabilities. From around-the-clock, high needs registered care to tailored support within a person's own tenancy, our diverse range of living options bridges the gap and provides flexible solutions tailored to individual needs.

Beyond our person-centred care, we champion independence and resilience. To further this initiative, we've invested in social enterprises aimed at celebrating individual abilities. This encompasses a wide range of on-site activities, both educational and social, hosted at our Skills Centre and newly launched 'Hive', located within our former on-site café.

Nestled in the serene surroundings of central Godalming, our community offers an idyllic setting complemented by exceptional facilities. From the picturesque Grade II listed manor house to modern annex houses catering to higher needs, alongside the dynamic Skills Centre, all set amidst landscaped grounds, our location combines tranquillity with accessibility to local amenities and transportation hubs. Embraced by our vibrant local community, The Meath Epilepsy Charity maintains strong ties with the town, proud to be at its heart.

ACHIEVEMENTS & PERFORMANCE

RESIDENTIAL HOUSES

The Meath comprises nine individual houses organised under the oversight of four Registered Managers, all reporting to the Head of Residential Care. At present, we accommodate 78 residents and have initiated a refurbishment programme to enhance our residential services. This initiative includes the addition of two bedrooms, a necessary step following the decommissioning of two rooms in the past year due to fire regulations. Our houses are individually named and listed below:

1. Cedar View & Cottages.
2. Bradbury House & Jeffrey Court.
3. Bradbury Wing & Little Meath.
4. Hambleton, Thursley & The Bradbury.

Our houses are fitted with state-of-the-art kitchen and bathroom facilities, ensuring convenience and comfort for our residents. While some houses offer en-suite facilities, others feature high-tech bathroom fittings, including specialised baths and showers, kindly funded via our generous donors, designed for comfort and accessibility.

In keeping with our commitment to personalised care, bedrooms are furnished according to the individual preferences of our residents and their families. Additionally, communal areas are decorated in accordance with residents' choices, which are gathered through surveys and questionnaires. This collaborative approach ensures that our residents feel truly at home in their surroundings, developing a sense of ownership and belonging.

Residents are meticulously matched with houses that align with their specific requirements, placing paramount importance on person-centred care. Under the guidance of a Registered Manager, each house operates with the support of a Deputy Manager and a dedicated team of Senior Support Workers and care staff. This structured approach ensures that residents receive tailored support tailored to their unique needs, nurturing a supportive environment within each household.

The residential care team comprises approximately 160 committed support workers who provide 24hr care to our residents. Given the persistent nationwide recruitment shortages, we also developed partnerships with reputable agencies to bolster our staffing levels when needed, due to the ongoing staffing shortages prevalent in the health and social care sector.

We extend our heartfelt gratitude to our dedicated colleagues within the residential care team, many of whom have been with us for a considerable time. Their unwavering commitment and willingness to go above and beyond have played a pivotal role in ensuring the well-being and comfort of our residents.

MEATH SUPPORTED LIVING

We provide supported living opportunities via three properties in Godalming, where we currently accommodate 8 tenants. Our dedicated team assists individuals with daily chores, appointment management, and the cultivation of social and independence skills.

Many of our tenants actively volunteer within the local community, leveraging the facilities and resources available to them.

Benefiting from the expertise of our long-standing staff, we offer tailored support to each tenant under the supervision of a newly appointed Supported Living Manager. Our tenants are encouraged to participate in activity sessions at the Meath's Skills Centre, attend epilepsy clinics and actively engage in the local community. This inclusive approach fosters a sense of belonging and empowerment among our tenants, enriching their overall living experience.

Our newly appointed Supported Living Manager is currently conducting a comprehensive review of our service, actively researching alternative supported living provisions within the community to glean best practices. The aim is to further develop our service, supporting an expansion of this provision to complement our existing residential care service. This expansion will create additional opportunities for residents at The Meath to develop skills and transition into the local community.

By exploring innovative approaches and collaborating with other community resources, our Supported Living Manager seeks to enhance our offerings, ensuring that we provide comprehensive and effective support tailored to the evolving needs of our residents. This proactive approach underlines our commitment to empowering individuals to lead fulfilling lives while promoting their integration into the wider community.

HEALTH & WELLBEING TEAM

We are delighted to have strengthened the health & wellbeing team by appointing a new Epilepsy Nurse Specialist to oversee the provision of therapies for the people we support, including physiotherapy and occupational therapy, as well as bringing a wealth of epilepsy expertise to The Meath.

Lisa O'Brien, appointed as Head of Health & Wellbeing is committed to running regular epilepsy clinics, as well as providing comprehensive staff and family training sessions. In addition, Lisa conducts SUDEP (Sudden Unexpected Death in Epilepsy) related risk assessments, promoting heightened awareness among staff members. Lisa's dedication to promoting staff education and enhancing overall awareness highlights our commitment to providing exemplary care to individuals affected by epilepsy.

We are eager to continue to offer on-site therapies, including a dedicated weekly GP clinic and several specialist neurology clinics throughout the year to provide a truly person-centred environment for the people we support.

Throughout 2023, our team underwent significant changes following the departure of our former neuro-physiotherapist. Subsequently, both physiotherapy assistants also opted to explore new

opportunities. Despite our efforts to recruit a replacement neuro-physiotherapist, we encountered challenges due to a shortage of suitably qualified candidates in the field. However, during this transition period, residents in need of physiotherapy were referred to the local community physiotherapist through our on-site GP clinic.

In response to these changes, we conducted a thorough review of our physiotherapy provision to ensure equitable access for all individuals. Following extensive consultations with our GP and community physiotherapist, it was recommended that the implementation of an on-site physiotherapist on a part-time basis would be beneficial. Additionally, we identified a greater need for two physiotherapy assistants to facilitate exercise programs effectively.

The Head of Health & Wellbeing and her team have made a commitment to collaborate closely with families in order to build the necessary clinical evidence to support client funding requests for physiotherapy. By working closely with families, the team aim to gather comprehensive information about each resident's needs and progress, thereby strengthening funding requests through robust clinical evidence.

This collaborative approach not only empowers families to actively participate in the care planning process but also ensures that funding requests accurately reflect the individual requirements of each resident. By leveraging the collective expertise and insights of both healthcare professionals and families, we can advocate more effectively for the vital physiotherapy services needed to support the health and well-being of our residents.

The Occupational Therapy (OT) provision continues to play a crucial role in supporting the residents of The Meath. The provision continues to be supported by one experienced OT and one OT Assistant.

Given the scarcity of client funding for OT provision, our allocation of treatment time is primarily based on functional and clinical need. Residents funded by CHC (Continuing Healthcare) receive regular 1:1 timetabled sessions of OT. For those who self-fund and have assessed need, allocated time is provided.

The provision of complementary therapy has significantly enriched the well-being experience for all our residents. Available to everyone, these treatments are delivered in our exquisite sensory room, enhancing the overall therapeutic experience. Our complementary therapist is proficient in Reflexology, Aromatherapy, Reiki, and Indian Head Massage, providing a diverse range of options tailored to individual needs.

To ensure equity for all residents, we have conducted a review of our complementary therapy offering, this was prompted by the notable improvements observed in mood and self-esteem post treatment. As a result, we now offer six sessions throughout the year to each resident. Any additional sessions beyond this allocation will be arranged and paid for either through the funding authority or by family members, ensuring accessibility to these beneficial treatments while maintaining fairness and sustainability.

We are confident that Lisa's leadership will further raise our efforts in supporting the health and wellbeing of our residents.

SOCIAL ENTERPRISES

Skills Centre

The overarching aim of the Skills Centre seamlessly aligns with the objectives of the Wellbeing team. The sessions created and provided within the Skills Centre are meticulously designed to have a positive impact on the health and wellbeing of those who attend.

Since the beginning of the year, the Head of Health & Wellbeing has taken on the responsibility of overseeing the development of the Skills Centre. This renewed focus accentuates our commitment to enhancing the wellbeing element of activities and their impact on the lives of our residents. By integrating the Skills Centre within the broader framework of our wellbeing initiatives, we aim to create a holistic and enriching experience that promotes the overall health and happiness of our residents.

Some of the regular activities that are available to the people we support are:

- Food technology
- Horticulture
- Embroidery
- Choir/Music therapy
- Woodwork model making
- Geography
- Gym fitness sessions
- Sensory sessions

In addition to our regular activity programme, the team organises social events throughout the year, catering to various interests and preferences. These events include seasonal gatherings, a sports day, and our highly anticipated awards ceremony, which is always a highlight for residents, families, and staff alike.

With the refurbishment and expansion of two bedrooms, the Skills Centre will undergo reconfiguration to optimise the use of remaining space for activities. This presents an excellent opportunity for the team to refresh the rooms and create versatile, multi-purpose spaces to accommodate a renewed timetable later in 2024.

Moreover, we have identified a series of off-site activities following a resident-focused survey to determine the skills and activities most appealing to them. These activities include a walking group, canoeing, sailing, cycling, and the relaunch of our swimming club. By offering a diverse range of activities both on and off-site, we aim to ensure that our residents have ample opportunities for social engagement, skill development, and overall enjoyment.

The Hive

In October 2023, our Head of Marketing & Communication successfully launched The Hive, transforming the former on-site Café into a vibrant multipurpose space. The Hive serves as a welcoming haven for the people we support to enjoy. Additionally, it offers residents, staff, and families the opportunity to gather for a healthy lunch, coffee, or a treat in a friendly and inclusive environment.

We're thrilled to have appointed several dynamic volunteers to support The Hive and work alongside the committed staff team, providing valuable assistance and creating opportunities for individuals we support to engage in meaningful activities as part of their OT life skills sessions. These resident volunteering opportunities have been met with great enthusiasm and have significantly contributed to the development of confidence and life skills within the community.

The Hive Café operates daily and hosts regular lunch clubs for individuals we support. Additionally, twilight activity sessions are planned for later in 2024, further enriching the offerings of this dynamic space. Our Social Saturday Club provides another avenue for individuals we support to enjoy homemade food, coffee, and conversation with friends, along with engaging in board games for added enjoyment.

The Hive embodies our commitment to fostering community engagement, socialisation, and skill development, providing a warm and welcoming environment for all who visit.

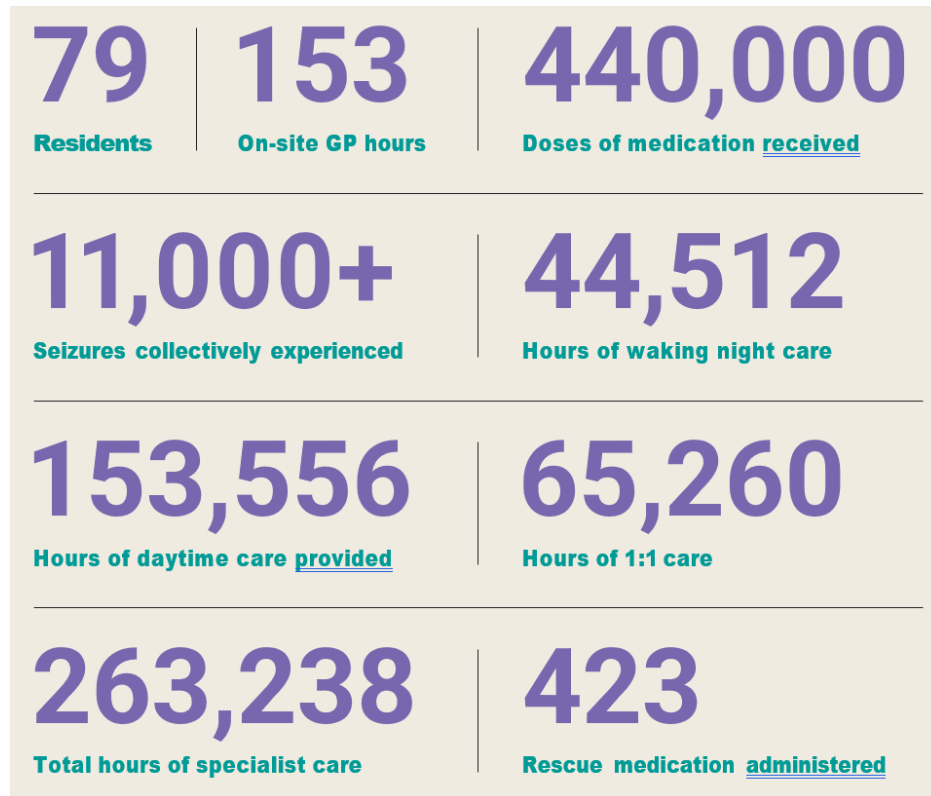
“
I never thought it would be possible to achieve all the things I wanted to in life. Now, thanks to The Meath I can!
”



“
I enjoy being at The Meath because I get to see my friends. Staff support me with anything I need and help me with lots of things. I like going to activity sessions, I like to paint. I like living here.
”



RESIDENTIAL CARE



Continuous Improvement Plan

We are delighted to announce that the residential care team has achieved 100% completion across the continuous improvement plan in Q1 of 2024, following the CQC downgrade in 2022. The team's unwavering dedication and tireless efforts have enabled us to close identified gaps and elevate standards across The Meath.

Our trustee-led audits continue to be conducted, with services being internally graded within the 'Good' or 'Outstanding' categories. This remarkable achievement reflects the commitment and dedication of our CEO in leading the residential care team, as well as the culture of accountability fostered within the monthly trustee-led health & social care committees.

This success serves as a testament to the collective efforts of our team and reaffirms our commitment to delivering exceptional care and support to all our residents.

We remain committed in our pursuit of excellence and look forward to continuing our journey of continuous improvement.

External Agency Inspections

To further validate the effectiveness of our internal audits, we engaged an independent mock inspection provider to conduct an unannounced inspection in early January. We were delighted to receive a 'Good' rating following their thorough 2-day visit.

This positive outcome is a testament to the hard work and dedication of our team over the past 18 months. In response to the feedback received during the mock inspection, we have proactively developed a new action plan that addresses several minor improvement areas identified. This new plan will now supersede the 2022 continuous improvement plan, which has been successfully completed.

We are pleased with the progress we have made and remain committed to maintaining high standards of care and continuous improvement across The Meath.

Following the inspection, Sybill Teall, Compliance Consultant & Registered Nurse, commented *“The Meath is amazing place with genuine caring and competent staff. I would be happy for my relative to live there.”*

Compliance judgements

The judgements are made against the:

- Internal Quality Outcomes, Policies & Procedures
- Health and Social care Act 2008 (Regulated Activities) Regulations 2014
- Management of Health and Safety at Work Regulations 1999
- Workplace (Health, Safety and Welfare) Regulations 1992
- Health and Safety at Work Act 1974

New scenario-based training on houses

The mock inspection highlighted a key strength of The Meath: the development of a positive learning culture for staff, where colleagues are empowered to flourish and expand their knowledge. In line with our improvement plan, teams have been implementing role-play-based scenarios during team meetings to complement their e-learning and classroom learning initiatives.

These role-play scenarios cover a range of situations, including safeguarding incidents, first aid emergencies, and challenging behaviour scenarios. By engaging in hands-on, practical learning experiences, our team members gain valuable skills and knowledge that are essential in a fast-paced care environment.

This type of learning is actively encouraged and promoted across The Meath, as it facilitates the sharing of best practice and equips our team members with the necessary skills to deliver high-quality care effectively. We are committed to fostering a culture of continuous learning and development, ensuring that our staff are well-prepared to meet the diverse needs of our residents and provide the best possible care.

Secondment programme

The CEO championed the residential management team to develop a secondment programme aimed at addressing short-staffed services while simultaneously offering career development opportunities. The objective was to reduce reliance on agency or temporary workers. This initiative has been met with enthusiasm by colleagues and has even resulted in a management promotion.

Moving forward, we are committed to promoting this initiative across The Meath to support staff development, create career opportunities, and enhance sustainability.

New Registered Manager Team

After a rigorous 6-month recruitment campaign, we are delighted to announce the appointment of a new Registered Manager, alongside the promotion of a fourth colleague from within the organisation to the same role. This brings our residential care team back to four Registered Managers, aligning with our previous management model. These new appointments are poised to have a positive impact on The Meath, bolstering oversight and development of the care team to ensure the delivery of exemplary care to our residents.

Unfortunately, our Head of Residential Care has been absent on medical grounds. We eagerly anticipate her return once she has completed her treatment programme. In the interim, we extend our gratitude to Carole Brockwell and Tania Evans, current Registered Managers, for their unwavering commitment and dedication in temporarily bolstering the residential care team over the past 6 months. Their dedication has been invaluable during this transitional period.

Safeguarding Audit

In our commitment to continuously track the effectiveness of our internal audits, we have engaged an independent safeguarding expert to conduct a thorough review of our processes and policies. While this review is due to be completed by the end of April 2024, training needs have already been identified and are currently underway.

The safeguarding of the individuals we support is of utmost importance and necessitates collective responsibility. We have established a safeguarding working group, which has attracted 8 staff members following an organisation-wide appeal. The first meeting is scheduled for the end of April 2024, with a focus on addressing the actions identified from the safeguarding audit and fostering a safe and secure environment for all stakeholders. This working group will collaboratively review, assess, and strengthen safeguarding policies, procedures, and practices.

Furthermore, several safeguarding training workshops have been conducted across the first quarter of 2024, targeting trustees, senior managers, and the residential care team. These sessions have reinforced how to address emerging safeguarding risks and challenges while providing forums for colleagues to share insights, concerns, and suggestions related to safeguarding.

A significant training area identified was how to best support residents with friendships and relationships. Given that a small cohort of residents are engaged in consensual relationships, it was deemed essential to assess their level of awareness before any organisation-wide rollout.

Key staff across the residential care team will undergo a "train the trainer" session on this topic in May 2024, ensuring they are equipped to effectively support residents in this aspect. The recent mock inspection observed how residents living at the services were guided by staff on how to keep safe and what safety meant for them, as well as how to raise any concerns. This included Makaton guidance and flash cards if required. This culture supported staff to ensure that residents were as involved as possible in the identification and management of risks and their mitigation.

The collaborative working group approach has been extended to create a policies and procedures committee, comprising staff members who have volunteered to review, assess, and champion new operational policies and procedures for the residential services. This initiative is led by our two Registered Managers, who provide guidance and oversight.

We are excited to announce that a newly appointed Compliance Manager will be joining the committee in April 2024. Their expertise and leadership will contribute significantly to the ongoing efforts of the committee, ensuring that our policies and procedures align with regulatory requirements and industry best practices and ultimately improve the quality of care and services provided to our residents.

Maintenance tracking

The trustee-led audits have emphasised the importance of ongoing monitoring of facilities to ensure proactive maintenance planning and resident satisfaction. While the trustee-led audits incorporate a facilities assessment during inspections, Registered Managers have introduced a monthly maintenance inspection across all services in collaboration with the Head of Estates. This initiative aims to enhance safety, comfort, and compliance demonstration.

Moreover, a newly developed maintenance tracker has been implemented for colleagues to adopt a more proactive approach to managing assets and equipment. This tool supports preventative maintenance planning, enabling timely interventions and ensuring the longevity and functionality of our facilities.

By implementing these measures, we are committed to maintaining high standards of safety, comfort, and compliance across our facilities, ultimately enhancing the overall experience and satisfaction of our residents.

Increased Residential Capacity

Following the decommissioning of two bedrooms in 2022 due to fire regulations, The Meath has been exploring the best strategy to recover the significant loss of income. To restore our residential capacity to 81, we have initiated works to expand The Cottages service by adding two new additional bedrooms. Additionally, we will repurpose certain areas of the Skills Centre to create further space.

This plan enables us to strike a balance between the needs of our day services and the crucial requirement for the charity to generate sustainable income. By strategically expanding our residential capacity, we aim to maximise our resources and ensure the long-term financial stability of The Meath.

Staff Recognition

Amidst the team's remarkable achievements, including the successful completion of the improvement plan, the establishment of collaborative working groups, and the attainment of a 'Good' rating in the mock inspection, the CEO has initiated several rewards and incentives to acknowledge their hard work and dedication. Modest bonuses have been allocated to those who have gone above and beyond in their roles.

Over the past three months, the team has enjoyed a variety of treats, including pizza vans, ice cream vans, and complimentary breakfasts, as tokens of appreciation for their outstanding contribution to The Meath. These gestures serve as a testament to our commitment to recognising and valuing the efforts of our team members.

The positive impact of these initiatives is reflected in the feedback received from the mock inspector, who noted that staff expressed satisfaction with the review of their pay and receipt of bonuses at Christmas. One staff member remarked, "this is a wonderful place to work, and I am supported to develop and do my job well." **Staff Member.**

HEALTH & WELLBEING

Appointment of Epilepsy Nurse Specialist

Lisa O'Brien, appointed as the Epilepsy Nurse Specialist at The Meath in late 2023, has played a pivotal role in overseeing and advancing the health and well-being team's initiatives. Central to Lisa's mission is the education and empowerment of staff to recognise and manage the risks of SUDEP (Sudden Unexpected Death in Epilepsy) while identifying individuals most vulnerable to establish robust risk assessment protocols for heightened safety measures.

Having a dedicated specialist nurse on-site has significantly bolstered The Meath's capacity to manage complex seizure cases while fostering seamless communication with healthcare practitioners and neurologists. This integrated approach not only ensures comprehensive care for individuals with epilepsy but also instils confidence in their families that their loved ones' needs are vigilantly attended to.

Moreover, Lisa's presence has resulted in a tangible decrease in emergency calls and hospital admissions, highlighting the effectiveness of proactive intervention strategies implemented by the health and well-being team.

SUDEP (Sudden Unexpected Death in Epilepsy) & Seizure Safety Checklists

The implementation of SUDEP and seizure safety checklists has been a significant step forward, leading to the identification of 19% of residents deemed at higher risk. To address their needs, comprehensive mitigating strategies have been integrated into their daily care provision. This includes pioneering initiatives such as the introduction of anti-suffocation pillows and EMBRACE 2 epilepsy alarms, aimed at providing an added layer of protection and peace of mind for these individuals and their families. Lisa's proactive approach to exploring new solutions reflects our ongoing commitment to advancing epilepsy care and prioritising the health and safety of the people we support.

Medication Management

The team's involvement in medication formulation plans has produced notable results, with three consecutive months of zero medication errors this year. This achievement emphasises the effectiveness of the implemented protocol, which ensures timely and safe execution of prescribed changes, coupled with regular follow-up reviews to maintain optimal medication management.

In addition to these efforts, Lisa leads strategic liaison with the pharmacy, particularly crucial during the recent national shortage of anti-seizure medication. Her proactive approach ensures the safe and uninterrupted supply of medications, safeguarding the well-being of The Meath's residents relying on these essential treatments.

Epilepsy Reviews

After conducting a thorough assessment of the epilepsy needs, Lisa has implemented significant improvements in treatment protocols, specialist referrals, and exploration of alternative therapies like Vagal Nerve Stimulation (VNS).

To enhance seizure monitoring and support neurology clinic reviews, new seizure charts are being developed. These charts will enable the team to classify seizure data more effectively, leading to more targeted and informed management strategies. During a recent on-site neurology clinic, the piloted seizure chart proved invaluable in facilitating comprehensive reviews and management of The Meath's residents' seizure profiles.

In 2023, a total of 11,000+ seizures were recorded, with 423 doses of emergency medication administered. With enhanced staff training and improved seizure recognition protocols, it is anticipated that the recorded seizure numbers will rise this year. However, this increase reflects a more accurate and proactive approach to seizure management rather than a deterioration in residents' conditions.

On-site specialist clinics

The health and well-being team at The Meath provides invaluable support by organising and hosting several on-site clinics, covering a range of medical services including blood tests, optometry, community physiotherapy, podiatry and vaccination clinics. Currently, we are home to a VNS (Vagus nerve Stimulator) clinic which is supported by our resident Epilepsy Nurse Specialist.

Among these clinics, The Meath has the privilege of hosting on-site neurology clinics conducted by Professor John Duncan from The National Hospital. These clinics, held twice yearly, play a crucial role in ensuring that individuals supported by The Meath receive timely updates on treatments and interventions, without the need to travel to Central London for appointments. This convenience greatly enhances accessibility and ensures continuity of care.

Professor John Duncan's involvement extends beyond clinical consultations; he also delivered an exceptional presentation at The Meath's Family Forum held in November last year. During his presentation, he provided insights into the future landscape of epilepsy care in the adult population, emphasising the role of advanced technology in diagnostics, treatment, and the

development of personal skills necessary to support individuals with epilepsy. His focus on reducing discrimination against individuals with epilepsy highlights The Meath's commitment to promoting inclusivity and empowerment within its community.

Epilepsy Training & Awareness

The Epilepsy Specialist Nurse at The Meath plays a vital role in enhancing epilepsy awareness and safety throughout the organisation by providing comprehensive training to all staff. This training covers crucial aspects such as emergency medication administration and the identification of epilepsy-related risks.

Looking ahead, there are initiatives underway to extend this epilepsy awareness training beyond staff members to include families of the individuals supported by The Meath, the residents themselves, and other stakeholders. By expanding the reach of this training, The Meath aims to foster a more informed and supportive environment for those affected by epilepsy.

Furthermore, recognising the value and demand for such training, there are plans to potentially offer this expertise to other care providers as a service. By outsourcing epilepsy awareness training, The Meath could not only raise awareness and develop skills in other communities but also potentially generate additional resources to support its own initiatives. This presents an exciting opportunity for The Meath to make a broader impact in promoting epilepsy awareness and improving care standards beyond its immediate community.

Occupational Therapy

The scope of OT intervention this year encompasses various areas, including:

- Conducting activity of daily living assessments and goal setting
- Fostering motivation and engagement
- Assisting with daily routines and planning occupations
- Supporting residents' physical and psychological needs in their daily lives
- Facilitating community access and skills development
- Promoting sensory awareness, both interpersonal and intrapersonal, through the development of sensory libraries and addressing evidence of need
- Enhancing communication through effective liaison and education of staff, family, and friends
- Through these interventions, our OT team strives to empower residents to lead fulfilling and independent lives, maximising their potential and overall well-being.

Over the past year, the OT team has dedicated efforts to developing engaging life skills sessions, catering to both 1:1 sessions and groups. This initiative has been facilitated by our team's completion of the ASDAN qualification, which has equipped them with the tools and knowledge to effectively deliver these sessions. As a result, we have observed significant progress in residents' skills, enabling them to successfully volunteer in our Hive social enterprise.

In addition to delivering life skills sessions, our OT Assistant plays a pivotal role in enhancing the skills of our activity coordinators. By providing training and support, she empowers our coordinators to deliver ASDAN courses to the individuals we support.

The positive impact of our life skills sessions, which cover topics such as kitchen hazards, food safety, healthy eating, and cookery courses, has been evident. Due to this success, we anticipate recruiting a further OT Assistant in the upcoming financial year. This expansion will enable us to continue delivering high-quality life skills sessions and further enhance the independence and well-being of our residents.

The team has made remarkable progress in implementing the ASDAN life skills training programme for the individuals we support. This comprehensive programme covers crucial areas such as kitchen safety, healthy eating habits, and customer service skills. As a result, several residents have successfully transitioned into volunteer roles at The Hive (on-site Café).

Continual support from the Occupational Therapy (OT) team has been instrumental in fostering skill development among the residents. Through careful observation, constructive feedback, and encouragement, the OT team has effectively boosted their confidence in tackling new tasks, including customer service, cash handling, and food preparation.

A recent milestone worth celebrating is the active involvement of residents in preparing a buffet lunch for our monthly lunch clubs. These clubs serve as platforms for enhancing social skills and self-assurance. The residents' participation in such events highlights their growing capabilities and confidence levels.

Overall, the dedication and collaborative efforts of the team have led to significant strides in empowering individuals with essential life skills and nurturing their integration into social and vocational settings.

“Sybella helped me work out a traffic light system. It helped me feel calm and in control. First of all I went on the train with a support worker next to me, then I did the journey a couple of times with my support worker sitting at the back of the carriage. I also worked at being able to self-administer my medication, that meant that I could then be brave and take the journey on my own. I feel really proud that I can travel alone now and it’s good because I can see my friends outside of The Meath easily now.” **Andrew, Meath Resident.**

“I feel proud that I did my sponsored swim challenge. I went swimming with Physio and Kim (OT) helped me to make the poster and plan out how many lengths to do each week. Kim helped me collect sponsorship on a form too.” **Philippa, Meath Resident**

Psychological Support Services

The Meath’s Health & Wellbeing Coordinator has recently attained a master’s in psychology, marking a significant advancement in his qualifications. In collaboration with the Epilepsy Nurse Specialist, he is expanding his role to offer psychological support to residents, employing strategies such as counselling and Cognitive Behavioural Therapy (CBT).

This initiative is still in its early stages, with three residents participating in weekly pilot sessions. To ensure the highest quality of care, the coordinator will receive clinical supervision from an external practitioner, providing additional expertise and guidance.

We foresee this service becoming a valuable addition to our offerings, with the potential for further development and expansion. By establishing evidence of its effectiveness, we aim to secure funding for its continuation and growth in the future.

SOCIAL ENTERPRISES

The Skills Centre

In early 2024, the Head of Health & Wellbeing assumed leadership of the Skills Centre and conducted a comprehensive review of its activities. This included gathering feedback from residents and families to develop an engaging timetable for April 2024. The collaborative effort resulted in a revamped schedule aimed at enhancing overall cognitive, emotional, and physical wellbeing.

Responding to the feedback received, the team has introduced several exciting new activities, including Nutrition & Keep Fit sessions, a Swimming Club, Movement to Music classes, Mindfulness & Relaxation sessions, Walking groups & Nature trails, and Circuit Games.

A particularly noteworthy addition to our offerings is the introduction of the Donkey Therapy ASDAN qualification. Through a partnership with a donkey sanctuary, we now welcome a donkey on a weekly basis to our grounds, providing invaluable support for residents pursuing this qualification. This initiative exemplifies The Meath's commitment to innovative and holistic approaches to wellbeing.

During the last year, the team have successfully delivered the following key events:

River Wey Exhibition – in collaboration with ArtVenture

This exciting collaborative project began in summer 2023 and has enabled the adults who are supported by both ArtVenture and The Meath to visit riverside settings together, to learn about and explore their own areas of interest.

“This project has provided lots of new subject matters and it’s been good to work with new people and go on visits. The project has also enabled me to step out of my comfort zone and try some creative writing”. **Andrew, Meath Resident**

Meath's got Talent

The Meath hosted its annual show in the grounds in July, welcoming residents to showcase their unique talents. Inclusivity is key, with every talent act warmly encouraged. Last year's event featured an impressive array of 14 acts, ranging from soulful singing performances to an energetic DJ set, and a lively dance troupe, among others. Residents eagerly anticipate this event as an opportunity to proudly display their skills and talents. Beyond the individual showcases, the talent show serves as a unifying occasion, bringing everyone together to celebrate newfound abilities and bask in the joy of a fun-filled day.

Outdoor Games & BBQ

We were thrilled to host Colgate Palmolive for a Corporate Social Responsibility (CSR) day, where they held an outdoor games event and BBQ for the individuals we support. Led by the dynamic collaboration of the Skills Centre and Fundraising teams, the day was a resounding success. A variety of outdoor games were enjoyed on the lawn, including football, archery, and boccia, providing endless entertainment for our residents. Amidst the excitement, a relaxation zone was set up for moments of meditation and mindfulness, promoting holistic well-being. Adding to the

festivities, our resident DJ set the perfect mood with a lively music set, while volunteers from Colgate Palmolive kindly manned the BBQ. This festive occasion was a highlight for both residents and staff alike, fostering a sense of community and shared enjoyment. Our sincere appreciation extends to Colgate Palmolive for their generous sponsorship, which played a pivotal role in making this memorable event possible.

Sports Day

In September, the collaborative efforts of the Skills Centre and Fundraising team excelled once more as they organised an exciting on-site sports day. This eagerly anticipated event was a direct response to residents' requests following an internal events questionnaire, demonstrating our commitment to providing person centred care. The day was filled with a variety of engaging, accessible, and enjoyable games tailored to the needs of the people we support. A visit from a local pizza van added a delicious twist to the festivities, much to everyone's delight. *Our heartfelt gratitude goes out to Sentinel One for their generous sponsorship, which made this memorable event possible.* With such resounding success, we eagerly anticipate making the sports day an annual tradition, further enhancing the sense of community and friendship at The Meath.

Choir Blast

The Meath Choir had the privilege of participating in ChoirBlast last year, a vibrant local community festival dedicated to supporting The Meath and another noteworthy local charity. ChoirBlast serves as a vibrant celebration of contemporary choirs from across the UK, making it an ideal platform for The Meath Choir to showcase their remarkable talent.

Renowned for their weekly performances, the Meath Choir's commitment to inclusivity shines through their incorporation of Makaton into their repertoire.

The Meath's dedication to accessibility not only enriches their performances but also fosters a deeper connection with the audience.

A family member in attendance at ChoirBlast commented *“The Meath Choir was wonderful, given too an oppressively hot day. My daughter loved being part of it, indeed the whole choir performed magnificently well. Your Choir master's energy is awesome.”* **Family Member.**

Over the past year, our calendar has been brimming with various events, ranging from festive Christmas parties to heartwarming Carol services at the local church, and a Valentine's Karaoke night. The Skills Centre team has been the driving force behind these dynamic and memorable occasions, consistently delivering excitement and engagement to those we support. Whether it's actively participating in community events or arranging on-site get-togethers at our dedicated Skills Centre.

All individual's accomplishments are recognised and celebrated annually at our Annual Skills Centre Awards Ceremony. Awards are granted for personal milestones, such as enhanced social skills, increased confidence, the completion of fitness challenges, and successful attainment of ASDAN accredited life skills courses. The ceremony, scheduled for May 2024, is currently in the planning stages. Lee Bennett, CEO, comments *“It's really important that we celebrate*

achievement together, we recognise ability all year round but having the awards day, the people we support are able to celebrate their own individual achievements with their peers and family members. It's a moment for them to take stock and see how much they have achieved. I look forward to seeing what they set their sights on next as we have some wonderful opportunities here at The Meath".

The residents and their families are grateful for these efforts, recognising the exceptional care and attention to detail that sets The Meath apart from other residential care homes.

The Hive

The Hive opened in October 2023 as our on-site café and social space to meet, eat and thrive. The Hive is a not-for-profit Meath social enterprise, and prices are kept as low as possible to encourage everyone to join the buzz and enjoy a visit. The Hive Café is open daily for Healthy fresh snacks, freshly made smoothies and milkshakes, homemade cakes, great coffee and tasty healthy lunches.

Our friendly team of Hive Staff and Volunteers endeavor to make The Hive fully inclusive and fun for all. From regular featured Artists exhibitions to Hive Helpers serving, assisting in the kitchen or helping to keep the Hive tidy and in check, we are proud to champion collaborative working with community volunteers and the wonderful people we support.

The Hive works closely with the dedicated Meath Occupational Therapy Team who deliver pre-entry ASDAN courses in Food Safety and Hazards in the Kitchen before the people we support progress to become Hive Helpers, regular Hive volunteers.

Hive activities include:

- Monday-Friday Café
- Fortnightly Social Saturday Sessions
- Seasonal events

The team have successfully hosted several seasonal events since launching The Hive last year, including 'Build a Snowman', 'Fireworks & Hot Chocolate' and a 'Sensory Light Show' to accommodate the diverse needs across The Meath. All events are designed to be inclusive and provide a welcoming and enjoyable experience for the people we support.

Thanksgiving event

"Bingo was fun, and we tried different food." **Louise, Resident.**

"I was happy to have the Thanksgiving evening because I could share thanksgiving food with my friends." **Nathan, Resident.**

Pumpkin Evening

"I made some lovely decorations and had a great time." **Peter, Resident.**

Elvis Presley night

"I had a brilliant evening and really enjoyed myself." **Sharon, Supported Living Client.**

The Hive is committed to promoting healthy eating and has successfully introduced a healthier menu since the new year. The team have incorporated more fruit and vegetables to provide diverse choices. Plans are underway to introduce traffic light menu icons to further support the health eating efforts for the people we support.

Coming next to The Hive is the opportunity for extended opening hours, having increased resources, including the ability to offer a regular calendar of events with the option of educational sessions as well as social evenings.

We extend a heartfelt thank you to our dedicated staff team and volunteers for generously offering their time to support the successful launch of The Hive. We eagerly anticipate growing the enterprise throughout 2024 to ensure the people we support continue to meet, eat and thrive at The Hive.

HR & STAFF DEVELOPMENT

Culture & Values Roll-Out

In Autumn 2023, The Meath initiated an organisation-wide consultation aimed at developing a set of values that truly reflect our dynamic, inclusive, and caring working environment. This comprehensive consultation process involved a series of off-site meetings starting from trustee level and cascading down to group meetings involving all frontline workers.

The primary objective of this consultation was to listen to feedback and insights from all stakeholders to ensure the establishment of a collaborative and proactive workforce, aligned with our continuous improvement plan. Both residents and staff were actively involved in the consultation process, with group meetings, surveys and questionnaires distributed to encourage engagement and gauge satisfaction.

We are proud to announce that because of this consultation, we now have a robust set of values in place to

will also
efforts,
and retain
our

support employee
engagement and set clear
expectations. These values
play a pivotal role in our
recruitment and retention
ensuring that we attract
individuals who align with
organisational culture.



Moving forward, the next stage of our culture programme involves incorporating these values into our performance management and reward processes. By embedding our values into these critical aspects The Meath, we aim to further strengthen our culture and drive positive outcomes for both our team members and the individuals we support.

Staff Recruitment & Retention

Recruiting and retaining staff within the care sector remains the primary priority for our HR team. The primary source of candidates continues to be online job boards, as referrals remain scarce due to the talent shortage in the sector.

In response to this challenge, the Trustees have endorsed a 7% pay increase for frontline workers, including differentials effective April 1, aimed at enhancing talent attraction and retention efforts. This new rate positions us in the upper quartile percentage and remains highly competitive within the Surrey care community.

We anticipate that this increase, combined with our improved culture and enhanced classroom training initiatives, will positively impact both recruitment and retention efforts. Additionally, professional training qualifications are available for staff, with two members of the residential management team recently celebrated for achieving their prestigious Level 5 QCF in Health & Social Care Awards. These achievements not only recognise their dedication and expertise but also serve as a testament to our commitment to supporting staff development and career progression within The Meath.

Mental Health Champions

Recognising the significant impact of mental health conditions among our colleagues, the CEO has championed a mental health first aid training program. This initiative garnered high interest and attracted 10 colleagues to complete a Mental Health First Aider training program.

We are proud to have developed 10 colleagues across The Meath to become appointed mental health champions. Their primary role is to promote mental well-being, reduce stigma, and foster a supportive environment.

To further support our colleagues, a quarterly mental health forum has been established, led by the HR team. This forum serves as a platform to review new initiatives and trends in mental health, as well as provide an opportunity for the champions to confidentially share information and feedback.

FUNDRAISING & MARKETING

Despite the very rapidly changing fundraising landscape, the fundraising team, for the sixth successive year, has exceeded its target. The team are delighted to have secured £1,137,660 this year. They are very grateful to everyone who has supported this year as we navigate the cost-of-living crisis. Never has each and every donation been so highly valued and needed. Thank you.

Our fundraising team includes two in-house professional fundraisers. We do not undertake door to door or street fundraising and do not use external fundraisers. We are regulated by the Institute of Fundraisers and have received no complaints about our fundraising practices during the year. We only communicate with existing donors or members of the public who have expressed an interest in our charity.

The majority of The Meath's donors wish to remain anonymous, but we are pleased to confirm restricted grants from National Lottery Community Fund, Garfield Weston and the Community Foundation for Surrey. We are very fortunate to receive ongoing support from a variety of individuals, organisations and Trusts. We thank them all for supporting us to continue our valuable work of enabling and empowering extremely vulnerable individuals to live safe, happy and fulfilled lives.

In July 2023, we launched our £1.1m Capital Appeal. This appeal will enable us to restore, renovate and renew our main historic building and upgrade our internal and external systems to provide the safest home for the people we support. Due to the risks associated with complex epilepsy, the use of modern technologies will reduce the risk to the life and provide peace of mind to staff and relatives who look after our vulnerable residents. Our Grade II listed manor house and extensive grounds were left to use by our founder, Mary, Countess of Meath. Mary's gift of a 'safe and happy home' is one that we are extremely grateful for. Her gift grew into a 132-year legacy which has enabled us to provide generations of vulnerable adults with the best care possible in a wonderful home.

The Charity is committed to providing a variety of opportunities, combined with specialist care and support, which comes at a significant cost. The individuals we support receive funding from their own Local Authority or NHS Trust for a basic care package. The income raised by the fundraising team covers the cost of non-statutory services and all the extra activities, services or equipment that mean so much to those in our care. As was highlighted in last year's report, the focus for 2023/24 has been on core funding, strengthening the Charity's financial position and building reserves and this will remain our focus for 2024/25 and to continue to fundraise for the Capital Appeal.

Events Highlights

We were delighted that our Patron and Chancellor of the Exchequer, The Rt Hon Jeremy Hunt MP kindly hosted a thank you event for our supporters at 11 Downing Street. In December, we hosted a spectacular Carol Concert at St Clement Danes for which the highlight was our Meath Choir's performance. The team also ran several smaller events ranging from an abseil down Guildford Cathedral, and outdoor cinema and numerous events in the local community. The team are very grateful for everyone supporting these events. In addition, eight CSR days were successfully

hosted, thank you to everyone who has volunteered, supported and engaged with The Meath over the last year.

Marketing activities which have supported our fundraising and awareness of the work of the charity include:

- The Meath's new website (launching May 2024)
- Annual Digital Christmas Appeal
- Supporting The Capital Appeal
- Supporting Fundraising & Supporter events
- Continuing to support our on-going need to attract new staff in the context of the recruitment crisis.

The Meath Marketing department supports all key areas of The Meath which encourage audiences to live at, work at or support The Meath. Marketing activity takes place across a broad range of digital and print media. As well as external Marketing and Communications we also create internal communications or literature for different audiences from within The Meath Community.

The Marketing department uses subcontracted staff for a variety of specialist activities including social media scheduling, videography, and design. We are active on Linked In, Instagram, Facebook and X.

FINANCIAL REVIEW

During the year our total funds raised through contracts for residential services, social enterprises, and fundraising, together with investment income, totalled £8.8m. All of this income was used to fund the services and activities mentioned with a small amount being carried forward to help fund phase 2 of our capital appeal.

As shown in the restricted funds column in the Statement of Financial Activities, restricted income totalled £580k which was raised for life enrichment programmes, our capital appeal and other residential projects. At the year end we still have £337k available to be used as these programmes and projects progress.

Residential services and supported living are our primary charitable purpose and our largest source of income, totalling £7.4m. These are also where we face our biggest challenges in terms of rising costs driven by a combination of inflation and a shortage of care staff. During the year we continued to be more dependent on agency staff than we would like; to counter this we prioritised front-line staff pay rates which is having a positive impact on recruitment.

Donations and legacies total £1.1m this year, of which £320k is for our capital appeal. This income provides support for our life enrichment programmes, through our skills centre and wellbeing teams, as well as the refurbishment of our Grade 2 listed main building. Phase 1 of this refurbishment is already complete, phase 2 is due to start in May 2024 with estimated costs of £400k (including vat).

The balance of our income is from our social enterprises, extending our skills centre and Hive café to both residents and external users, as well as fund-raising events and investment income. These additional funds enable us to continue to provide the life enriching activities which set us apart as a centre of excellence for adults with epilepsy.

Financially this has been a very good year, the Statement of Financial Activities shows a net surplus of income over expenditure for the year of £285k and the Statement of Cash Flows shows net cash generated of £725k. This has contributed to an increase in general fund by £348k to a total of £2.2m.

The Charity's business plan for the year to 31 March 2025 shows that whilst the completion of phase 2 and other capital projects will lock up c£500k of cash the Charity will continue to have adequate reserves and will be able to meet its liabilities as they fall due. Accordingly, the Trustees continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The Trustees recognise the need for the Charity to have sufficient reserves to be able to meet its charitable obligations and provide for a stable and sustainable future. The current policy is to build the unrestricted general fund to a level that covers 3 months' expenditure plus any one-off major capital projects. Unrestricted general fund at 31 March 2024 amounted to £2,002,377, after deducting £200k to be used for capital projects, representing 3.3 months' average fixed costs. The balance of major capital projects will be come from restricted funds.

Investment policy and objectives

Our objectives are to achieve capital and investment growth to maintain the value of our investments whilst at the same time generating income to support our charitable activities. The Trustee Directors invest as ethically as possible, whilst also seeking to ensure the investment returns remain competitive. Investments had a value of £964k at 31 March 2024. The Trustee directors can make such arrangements as they think fit for the investment of the charity's funds and have regard to the likely timing of major future development expenditure and the level of market prices when making decisions on investments. Social, environmental and ethical aspects of making investments are regularly reviewed by the Trustee directors together with the Charity's investment advisers.

Principal Risks & Uncertainties

All significant activities undertaken are subject to a risk review as part of the initial assessment and implementation. Major risks, for this purpose, are those that have a significant impact on:

- Operational performance, including risks to our staff and volunteers.
- Financial sustainability, including stability and security of income.
- Achieving our aims and objectives.
- Meeting the expectations of our beneficiaries and supporters.

The Board of Trustees review and evaluate these risks on an on-going basis and satisfy themselves that adequate systems and procedures are in place to manage the risks identified. The main risks identified by the Board are:

- Local authorities not increasing fees in line with inflation.
- Lack of ability to recruit, train and retain staff.
- External cyber-attacks.

The processes to mitigate these risks are summarised below:

- Challenging local authorities and NHS Trusts for annual uplifts and negotiating low offers, with the last resort of eviction threats if increases not provided. Ensure a robust expression of interest register that mitigates against potential eviction notices.
- Converting rooms adjoining The Cottages to increase our capacity and thereby our income.
- Ensure The Meath offers a competitive pay rate in the Surrey care field. Implement new onboarding/induction tools, provide regular exit interviews for improvements and suggestions and identify new recruitment advertising platforms, supported by a new Head of HR who brings a wealth of recruitment experience.
- To work closely with our new IT support provider to maintain cyber training and awareness across the organisation and approval has been given for the introduction of MFA (multi-factor authentication).

PLANS FOR THE FUTURE

Review of last year's goals

The Board is delighted with the noteworthy progress achieved over the past year in advancing the key goals outlined in the 2022/2023 strategic plan. Below is a succinct summary highlighting the evidence of outcomes attained:

1. Delivery of best possible care experience & outcomes.

Notwithstanding the excellent recent mock inspection result and positive testimonial from the visiting inspector, the residential care team have hosted numerous external agency partners over the last 12 months receiving positive feedback on the service provision and commitment of the staff. A testimonial was received earlier this year from a local authority following an annual review of one of our residents. The Social Worker commented *“Following the review meeting earlier this week, I was so pleased to see the progress LW has made since moving to The Meath. I knew LW at her previous placement and I can see that there is a huge improvement in her communication and confidence levels. Although she is an anxious lady by nature, LW is such a gentle kind person who strives to reach her potential, which has been apparent over the years I have known her. I know that LW’s family are really pleased with the progress she has been making and it was a pleasure to see just how well LW is thriving at The Meath (despite her various conditions).”* **Social Worker.**

A family member whose son moved into The Meath in the last year recently commented *“I have seen a huge change in my son over the past month. After 9 months I think things are finally coming together – he is displaying less anxiety, interacting more with staff and residents, calling me less and generally engaging more. You all have done a great job at really understanding his seizures - and noticing the signs of a seizure coming on. It is this early intervention that is key to helping manage his seizures effectively.”* **Family Member.**

To alleviate the pressure on frontline workers and enable them to dedicate quality time to the individuals we support, the CEO has recently appointed a dedicated driver. This driver will facilitate hospital appointments and organise group day trips, aiming to enhance the overall care experience. This appointment aligns with our goal of delivering the best possible care and provides additional opportunities for residents to enjoy external trips and visits.

Key stakeholder engagement for staff, families, commissioning partnerships & supporters.

Over the past year, there has been a concerted effort to elevate and cultivate communication and engagement with key stakeholders. Staff participation in internal surveys indicates a notable improvement, with communication rated at 8/10, a significant advancement from previous years. A recent staff testimonial highlights this positive trend: *“I am inspired and work to the best of my ability. I continue to be very committed to my role and The Meath to improve residential services”* **Meath - Employee.**

The roll-out of The Meath’s values was met with enthusiastic reception from staff, providing them with the opportunity to actively engage in the organisation-wide consultation process and contribute to shaping the future working environment.

Families have received enhanced communication from the services caring for their loved ones. The residential care team have demonstrated commendable progress by consistently producing weekly updates and monthly event summaries for the residential homes. In addition, the CEO has conducted several online meetings with groups of families over the past 6 months to provide updates on staff changes, new initiatives, and developments within the services.

Following family forum events, questionnaires are distributed to gather feedback and gauge interest in future discussion topics. Families have welcomed the inclusion of keynote speakers at these forums, with Professor John Duncan from the National Hospital delivering an impressive talk on the future landscape of epilepsy at the November event.

Feedback from the November family forum highlights the positive impact of these events:

“Family forums are always very interesting and much appreciated. We are so lucky that The Meath tries very hard to keep us up to date with everything that is happening.” - **Family Member.**

“Thank you for an excellent meeting. Very interesting to hear from Professor Duncan about the future of epilepsy care. A very positive meeting about the way forward for The Meath. Well done to all involved.” - **Family Member.**

These initiatives demonstrate a commitment to transparency, collaboration, and continuous improvement within the organisation.

2. Supported Living provision.

The CEO has been actively collaborating with the recently appointed Supported Living Manager to evaluate the current model and explore best practices from other providers, aiming to raise the service to an outstanding level. Efforts have been concentrated on offering tenants a more inclusive Meath service, including participation in on-site specialist clinics and the introduction of volunteering opportunities in The Hive.

Additionally, families of the tenants have been engaged through online family meetings, with plans for future on-site meetings later in the year, marking a significant improvement in engagement compared to previous efforts. These initiatives reflect a commitment to enhancing the quality-of-service delivery and fostering stronger connections with tenants and their families.

3. Impactful Social Enterprises.

Embracing a beneficiary-driven approach, the team has found the feedback from residents and their families on preferred activities to be highly insightful. They are pleased to have developed an exciting timetable of activities that align closely with the preferences of the people we support.

The introduction of ASDAN life skills courses has been particularly beneficial, empowering residents to engage in activities such as cookery, kitchen safety, and healthy eating. This initiative has not only enhanced their life skills but has also facilitated successful volunteer appointments within the resident group, with strong support from the occupational therapy team.

The launch of The Hive has further enriched the resident community, providing a versatile space for socialising and skill-building through a variety of activities, including life skills opportunities.

It's inspiring to see how these efforts are fostering independence and enriching the lives of The Meath residents.

Future goals

Building on the excellent progress demonstrated above, our focus for this year is to further enhance our achievements and support The Meath in its goal of becoming an 'outstanding' CQC rated provider. We are dedicated to strengthening our commitment to person-centred care and beneficiary-driven services while also ensuring the financial sustainability of the charity.

Key areas for the team to focus their efforts this year have been identified as:

1. **Continuation of Trustee-led Internal Audits:** We will align internal audits with the forthcoming new CQC framework to maintain high standards and ensure readiness for inspection, supporting The Meath's journey to becoming an 'outstanding' care provider.
2. **Fair Pricing from Local Authorities for Care Packages:** While our finance team has made progress, addressing gaps in statutory funding, especially for essential therapies like occupational and physiotherapy, remains a priority to reduce reliance on fundraising.
3. **Enhancing Social Enterprises:** We will continue to develop meaningful activities with impactful outcomes within our social enterprises, focusing on attracting external income to further expand our offerings.
4. **Employer of Choice Initiative:** While our frontline worker pay is competitive, our focus will be on encouraging a stable workforce by minimising dependency on agency workers through robust retention efforts. These efforts will be anchored in The Meath values, ensuring that our team feels valued, supported, and motivated to deliver exceptional care to the people we support.
5. **Building a Robust Expression of Interest Register:** Priority will be given to building a comprehensive register for future vacancies, with a specific focus on the two new bedrooms being created in The Cottages.
6. **Capital Appeal for Building 'future-proofing':** The second phase of the capital appeal will commence later this year to future-proof our buildings. Subsequent phases have been identified and will be prioritised in fundraising efforts over the next 12 months.

STRUCTURE, GOVERNANCE & MANAGEMENT

The Charity

The charity (Registered Charity Number 200359) is unincorporated and registered with the Charity Commission in England and Wales. It is governed by its Trust Deed last amended on 25 May 2015.

- Epilepsy is covered by the Equality Act in England, Scotland and Wales, and the Disability Discrimination Act in Northern Ireland.
- Most importantly, many people with complex epilepsy can take part in the same activities as everyone else given the appropriate help and with simple safety measures applied.

Recruitment and appointment of new Trustee Directors

The Trustee Directors are Directors of The Meath Trustee Company Limited. The Meath Trustee Company Limited is the sole trustee of the unincorporated charity. They are recruited to maintain a balance of skills, qualifications, and experience to ensure that the Charity and its property are managed efficiently and knowledgeably. When a vacancy occurs, a profile of the new Trustee Directors is agreed, with suitable candidates identified possessing the expertise required. References are obtained for any new Trustee Director, including a criminal records bureau check.

All new Trustee Directors are given a copy of the Charity Commissioners' booklet on the responsibilities of a Trustee. A file of essential information is provided as part of their induction programme. A Governance Manual and Code of Conduct for Trustees is available. Each new Trustee Director is appointed for an initial term of four years. Once elected they do not have to be re-elected annually, but they do have to stand down at the end of their four-year term. Trustees are entitled to stand for re-election for a maximum of three terms. Continuing support and training is provided for Trustee Directors including external facilitators at regular away-days.

Organisational Structure

The Chief Executive is responsible for the strategic and day-to-day management of the Charity and reports to the Board of Trustees, who are Directors of the Charity. The strategic direction of the organisation is determined by the CEO with the Trustee Directors, who have overall responsibility for the Charity. The Trustee Directors also ensure that the Charity adheres to the policies and procedures laid down by the Charity Commission and the Care Quality Commission. To fulfil this role, the Trustee Directors have established the following sub-committees: Finance and Risk, Fundraising & Marketing, Health and Social Care and Nominations and Remunerations Committee. These committees report regularly to the Board where decisions are formally agreed. Board Meetings are held every other month.

Arrangements for setting pay of key management

Remuneration of the Chief Executive is decided by the Trustee Directors after consideration of the level paid to comparable organisations and an assessment of performance. The level of remuneration and increases paid to Senior Executives reporting directly to the Chief Executive are proposed by the Chief Executive and agreed by Trustee Directors.

Risk and Corporate Governance Matters

Trustee Directors are responsible for the management of risk faced by the Charity and treat risk management as a priority. Risk awareness is emphasised throughout all levels of the organisation. Risks are identified, assessed and controls are applied throughout the year by senior management and staff employed by the Charity. Each risk has been grouped and evaluated according to priority and assigned to the relevant sub-committees for detailed review at least every 6 months. The Charity is subject to regular inspections by the Care Quality Commission (CQC) and is required to conform to the National Care Standards.

Health and Safety

As an employer, the Charity holds Health and Safety matters paramount, working to the Health and Safety at Work Act 1974 and other associated legislation. The Chief Executive is responsible for monitoring The Meath's policy and its implementation, maintenance, and ongoing review.

The Charity has a procedure for reporting accidents, diseases and dangerous occurrences to the Health and Safety Executive and the National Care Standards Commission, with all records being kept for inspection.

Related parties

Dr Colin Stokes MBE is a Patron of The Meath and Chairman of Arthouse Unlimited. Anna Coss is an Ambassador of The Meath and a Trustee of Arthouse Unlimited. Arthouse Unlimited is a social enterprise, provide stimulating Art activity sessions for Meath residents.

- Mark Dumas, Trustee, is a client of JM Finn, The Meath's current appointed Financial Advisor.
- Katie Randerson, Trustee, is related to a Meath family member who is an occasional donor to The Meath.
- Lee Bennett, CEO, is a Trustee at Disability Challengers, a local children's disability charity.

Apart from the above, no other Trustee Directors of The Meath have connections with any other interested parties.

REFERENCE & ADMINISTRATION

The Meath Epilepsy Charity - Registered Charity number: 200359

The Charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. This was founded under the name "The Meath Home for Epileptic Women and Girls" in a Conveyance and Declaration of Trust dated 28th October 1896. The latest change to the governing document was during May 2015.

The Meath Trustee Company Limited - Registered Company number: 5822835

The Meath Trustee Company Limited was incorporated on the 19th of May 2006 and is the Trustee of The Meath Epilepsy Charity.

Principal address:

Westbrook Road Godalming, Surrey, GU7 2QH.

Contact details:

01483 415095

info@meath.org.uk

www.meath.org.uk

Patrons

- HM Lord-Lieutenant of Surrey, Michael More-Molyneux
- The Baroness Parminter of Godalming
- The Rt. Hon. Jeremy Hunt MP
- John Jeffrey MBE
- Richard Lockwood
- Lesley Lockwood
- Dr Colin Stokes MBE

Trustee Directors

- Graham Healy – Chair of Trustees
- Mark Dumas
- Karen Thurston
- Helen Pernelet
- Nick Fenton
- Chris Alder
- Katie Randerson
- Sally Wilson
- Lisa O'Brien – resigned in September 2023
- Malcolm Ring – retired in November 2023

Senior Management Team

- Chief Executive - Lee Bennett
- Head of Residential Services – Tracy Toth
- Head of Finance – Andrew Bagley
- Head of Compliance – Michelle Plumb (retired in April 2024)
- Head of Fundraising - Lucy Miguda
- Head of Marketing & Communications – Helen Jackson
- Head of HR – Vanessa Mulholland (appointed in March 2024)

Auditor & Advisors

Auditors: MHA, 2 London Wall Place, London, EC2Y 5AU

Main Bankers: Lloyds Bank Plc, 49 High Street Godalming Surrey, GU7 1AT

Investment Advisor: JM Finn & Co, 4 Coleman Street London, EC2R 5TA

STATEMENT OF TRUSTEE RESPONSIBILITIES

The Trustee Directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed requires the Trustee Directors to prepare financial statements for each financial year which give a true and fair view of the situation of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period. In preparing those financial statements, the Trustee Directors are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charity SORP.
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustee Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustee Directors are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

APPROVED ON BEHALF OF THE TRUSTEES

A handwritten signature in blue ink that reads 'G Healy'.

Graham Healy – Chair of Trustees

The Meath Trustee Company Limited

Date : 17/07/2024

INDEPENDENT AUDITORS REPORT

Opinion

We have audited the financial statements of Meath Epilepsy Charity (the 'Charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cashflows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2024, and of its incoming resources and application or resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. Our evaluation of the Trustees' assessment of the entity's ability to continue to adopt the going concern basis of accounting included critical reviews of budgets and forecasts provided.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

INDEPENDENT AUDITORS REPORT

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities (Accounts and Report) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 35, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Auditors responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

INDEPENDENT AUDITORS REPORT

- Enquiry of management and those charged with governance around actual and potential litigation and claims;
- Enquiry of Charity staff in finance and tax functions to identify any instances of non-compliance with laws and regulations;
- Performing audit work over the risk of management override of controls;
- Testing of journal entries and other adjustments for appropriateness;
- Evaluating the business rationale of significant transactions outside the normal course of business;
- Reviewing significant accounting estimates for bias;
- Reviewing minutes of meetings of those charged with governance during the year and post year end;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

A handwritten signature in black ink, consisting of the letters 'MHA' in a stylized, cursive font.

MHA, Statutory Auditor
London, United Kingdom

Date: 23/08/2024

MHA is the trading name of MacIntyre Hudson LLP, a limited liability partnership in England and Wales (registered number OC312313)

MHA are eligible to act as auditors in terms of section 1212 of the Companies Act.

FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2024	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2023
		£	£	£	£	£	£	£	£
Income									
Donations, legacies & grants	2	490,513	576,547	-	1,067,060	251,380	243,142	-	494,522
Charitable activities	4	7,400,606	-	-	7,400,606	7,049,925	-	-	7,049,925
Other trading activities	5	241,854	3,579	-	245,433	284,722	135,531	-	420,253
Investment income	6	53,920	-	-	53,920	33,705	-	-	33,705
		<u>8,186,893</u>	<u>580,126</u>	<u>-</u>	<u>8,767,019</u>	<u>7,619,732</u>	<u>378,673</u>	<u>-</u>	<u>7,998,405</u>
Expenditure									
Charitable activities	7	7,551,934	142,485	111,804	7,806,223	7,090,777	149,662	111,804	7,352,243
Raising funds - Social enterprise	8	263,530	144,433	-	407,963	425,016	247,339	-	672,355
Raising funds - Other	9	281,554	-	-	281,554	216,337	-	-	216,337
		<u>8,097,018</u>	<u>286,918</u>	<u>111,804</u>	<u>8,495,740</u>	<u>7,732,130</u>	<u>397,001</u>	<u>111,804</u>	<u>8,240,935</u>
Net income / (expenditure)		89,875	293,208	(111,804)	271,279	(112,398)	(18,328)	(111,804)	(242,530)
Net gain/(loss) on investments		13,747			13,747	(133,952)			(133,952)
Transfer between funds	20	130,864	(130,864)	-	-	8,054	(8,054)	-	-
Net movement in funds		234,486	162,344	(111,804)	285,026	(238,296)	(26,382)	(111,804)	(376,482)
Total funds brought forward		<u>10,337,024</u>	<u>174,677</u>	<u>4,384,173</u>	<u>14,895,874</u>	<u>10,575,320</u>	<u>201,059</u>	<u>4,495,977</u>	<u>15,272,356</u>
Total funds carried forward		<u>10,571,510</u>	<u>337,021</u>	<u>4,272,369</u>	<u>15,180,900</u>	<u>10,337,024</u>	<u>174,677</u>	<u>4,384,173</u>	<u>14,895,874</u>

CONTINUING OPERATIONS

Income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

BALANCE SHEET**AS AT 31 MARCH 2024**

	Notes	2024 £	2023 £
Fixed assets			
Tangible assets	13	12,641,502	12,866,971
Listed investments	14	964,467	916,572
Subsidiary undertakings	15	-	-
		<u>13,605,969</u>	<u>13,783,543</u>
Current assets			
Debtors: amounts falling due within one year	16	388,679	421,178
Bank balances & cash in hand	17	2,017,495	1,493,462
		<u>2,406,174</u>	<u>1,914,640</u>
Current liabilities			
Creditors: amounts falling due within one year	18	831,243	802,309
Net current assets		<u>1,574,931</u>	<u>1,112,331</u>
Total assets less current liabilities		<u>15,180,900</u>	<u>14,895,874</u>
Charity funds			
	20		
Unrestricted:			
General fund		2,202,377	1,854,226
Capital fund		8,369,133	8,482,798
		<u>10,571,510</u>	<u>10,337,024</u>
Restricted:			
Restricted fund		337,021	174,677
Endowment fund		4,272,369	4,384,173
		<u>4,609,390</u>	<u>4,558,850</u>
Total funds		<u>15,180,900</u>	<u>14,895,874</u>

The financial statements were approved and authorised for issue by the Board of Trustee Directors on 17/07/2024 and were signed on its behalf by:


Graham Healy (Chair of the Board of Trustees)

The Meath Trustee Company Limited

The notes form part of these financial statements

STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
Cash flows from operating activities		
Net expenditure for the reporting period	285,026	(376,482)
Adjustments for:		
Depreciation charges	446,350	455,654
Loss/(gain) on investments	(13,747)	133,952
Interest receivable	(53,920)	(33,705)
Decrease/(increase) in debtors	32,499	(77,852)
Increase/(decrease) in creditors	28,934	113,603
	<u>725,142</u>	<u>215,170</u>
Cash flows from investing activities		
Purchase of tangible fixed assets	(222,982)	(93,675)
Sale of tangible fixed assets	2,101	1,300
Purchase of investments	(539,266)	(368,439)
Sale of investments	505,118	344,017
Interest received	53,920	33,705
	<u>(201,109)</u>	<u>(83,092)</u>
Change in cash & cash equivalents	524,033	132,078
Cash & cash equivalents brought forward	<u>1,493,462</u>	<u>1,361,384</u>
Cash & cash equivalents carried forward	<u>2,017,495</u>	<u>1,493,462</u>

Net debt

The charity had no net debt at 31 March 2024 or at 31 March 2023.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES

a) Basis of preparing the financial statements

The accounts & financial statements have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with FRS102 the Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Meath Epilepsy Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Having considered the financial position of the Meath Epilepsy Charity and plans and forecasts for future periods, the Trustee is satisfied that there is no material uncertainty around the ability of the Charity to continue as a going concern for the foreseeable future. The financial statements have therefore been prepared on the basis that the charity is a going concern.

b) 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. The main sources of income are from local authorities for providing high levels of care and residential accommodation, this is supplemented by income from social enterprises providing products & services to external clients and the general public. Income from local authorities is recognised in the year that care and accommodation is provided. Income from social enterprises is recognised in the year that a sale occurs. Donations are recognised on receipt.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES (continued)

c) 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.

Direct costs are those which are wholly attributable to a particular activity.

Support costs have been apportioned by reference to direct staff costs as an indication of activity and usage

d) Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

e) Governance costs

This comprises the costs of compliance with constitutional and statutory requirements.

f) Taxation

The charity is exempt from tax on its charitable activities but was registered for VAT for the social enterprises for part of the year, having deregistered from 1 November 2023.

g) Tangible fixed assets

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

- Freehold property – between 2% and 10% on cost
- Fixtures and fittings - 20% on cost
- Motor vehicles - 20% on cost
- No depreciation is charged on freehold land.
- The charity's policy is to capitalise assets that cost £1,000 or more.

h) Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustee. The general fund comprises unrestricted funds which are neither designated by Trustee Directors nor restricted by donors.

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. There is one remaining designated fund within the Trust which form part of the unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES (continued)

Fund accounting (continued)

The Endowment Fund represents the original gift to the charity of its freehold land and building in 1896, as augmented by subsequent revaluations. The endowment fund supports part of the value of investment in Fixed Assets and as such is not available to be used for the general purposes of the Charity.

The designated "Capital fund" has been established to support the value of investment in Fixed Assets, excluding the Endowment Fund, and thus cannot be used for the general purposes of the Charity.

i) Investments

Investments are valued at market value as at the balance sheet date. Realised and unrealised gains and losses arising on the revaluation of investments are credited or charged to the Statement of Financial Activities.

j) Pension costs and other post-retirement benefits

The charity supports a defined contribution group personal pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

These contributions are invested in an insurance company and are therefore separate from the charity's assets.

k) Financial instruments

The Meath Epilepsy Charity Trust has financial assets of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at the present value of future cash flows (amortised costs). No discounting has been applied to these financial instruments on the basis that the periods over which amounts will be settled are such that any discounting would be immaterial.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES (continued)

l) Critical accounting judgements and key sources of estimation

In the application of the charity's accounting policies, which are described within the notes above, the Trustee Directors are required to make judgements, estimates, assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustee Directors, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

2 DONATIONS, LEGACIES & GRANTS	2024	2023
	£	£
Regular giving & gift aid	190,307	80,906
Charities & trusts	863,559	385,570
Legacies	13,194	14,959
Grants (see note 3)	-	13,087
	<u>1,067,060</u>	<u>494,522</u>
3 GRANTS	2024	2023
	£	£
CJRS furlough support	-	-
Local authority Covid support grants	-	-
Other support & training grants	-	13,087
	<u>-</u>	<u>13,087</u>
	<u>-</u>	<u>13,087</u>
4 CHARITABLE ACTIVITY INCOME	2024	2023
	£	£
Residential services	6,987,188	6,622,318
Supported living	413,418	427,607
	<u>7,400,606</u>	<u>7,049,925</u>
5 OTHER TRADING ACTIVITIES	2024	2023
	£	£
Social enterprises	168,196	132,310
Fund raising events	69,325	278,755
Feed-in tariff	7,912	9,188
	<u>245,433</u>	<u>420,253</u>

There were no unfulfilled conditions attaching to these grants as at 31st March 2024.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

6 INVESTMENT INCOME	2024		2023			
	£		£			
Dividends & interest received	53,920		33,705			
	<hr/>		<hr/>			
7 EXPENDITURE ON CHARITABLE ACTIVITIES	Residential Services	Supported Living	2024	Residential Services	Supported Living	2023
	£	£	£	£	£	£
Direct costs:						
Staff costs	5,000,643	207,193	5,207,836	4,795,063	202,097	4,997,160
Catering	162,425	-	162,425	159,060	-	159,060
Medical supplies	34,134	-	34,134	41,489	-	41,489
Property rent	-	37,466	37,466	-	35,195	35,195
Utilities	-	3,589	3,589	-	30	30
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	5,197,202	248,248	5,445,450	4,995,612	237,322	5,232,934
Support costs:						
Staff costs	894,211	37,050	931,261	914,390	38,539	952,929
Estate maintenance	220,648	9,142	229,790	200,786	8,463	209,249
Utilities	278,839	11,553	290,392	138,102	5,821	143,923
Vehicle expenses	25,586	1,060	26,646	17,565	740	18,305
Recruitment & training	91,005	3,771	94,776	66,524	2,804	69,328
IT support & supplies	133,689	5,539	139,228	112,596	4,746	117,342
Administrative costs	123,701	5,125	128,826	120,942	5,097	126,039
Governance	99,780	4,134	103,914	61,420	2,589	64,009
Depreciation	399,392	16,548	415,940	401,273	16,912	418,185
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	2,266,851	93,922	2,360,773	2,033,598	85,711	2,119,309
Total charitable activity expenditure	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	7,464,053	342,170	7,806,223	7,029,210	323,033	7,352,243
Unrestricted funds			7,551,934			7,090,777
Restricted funds			142,485			149,662
Endowment funds			111,804			111,804
			<hr/>			<hr/>
Movement on funds			7,806,223			7,352,243

Movement in endowment funds is in respect of depreciation on the endowment property.

8 EXPENDITURE ON RAISING FUNDS - SOCIAL ENTERPRISE	2024		2023	
	£		£	
Direct costs:				
Staff costs	244,255	338,061		
Resident activities	15,011	111,176		
Cost of sales	15,548	24,196		
Property rent	19,000	46,000		
Utilities	3,426	9,550		
	<hr/>	<hr/>		
	297,240	528,983		
Support costs:				
Staff costs	43,677	64,466		
Estate maintenance	10,777	14,156		
Utilities	13,620	9,736		
Vehicle expenses	1,250	1,238		
Recruitment & training	4,445	4,690		
IT support & supplies	6,530	7,938		
Administrative costs	6,042	8,527		
Governance	4,874	4,330		
Depreciation	19,508	28,291		
	<hr/>	<hr/>		
	110,723	143,372		
Total social enterprise expenditure	<hr/>	<hr/>		
	407,963	672,355		
Unrestricted funds	263,530	425,016		
Restricted funds	144,433	247,339		
Endowment funds	-	-		
	<hr/>	<hr/>		
Movement on funds	407,963	672,355		

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

9 EXPENDITURE ON RAISING FUNDS

- OTHER	2024 £	2023 £
Direct costs:		
Staff costs	136,497	109,670
Resident activities	5,756	4,751
PR marketing & website	50,487	28,211
Fundraising events	26,937	27,194
	<u>219,677</u>	<u>169,826</u>
Support costs:		
Staff costs	24,409	20,913
Estate maintenance	6,023	4,592
Utilities	7,611	3,159
Vehicle expenses	698	402
Recruitment & training	2,484	1,521
IT support & supplies	3,649	2,575
Administrative costs	3,377	2,766
Governance	2,724	1,405
Depreciation	10,902	9,178
	<u>61,877</u>	<u>46,511</u>
Total raising funds expenditure	<u>281,554</u>	<u>216,337</u>
Unrestricted funds	281,554	216,337
Restricted funds	-	-
Endowment funds	-	-
Movement on funds	<u>281,554</u>	<u>216,337</u>

10 EXPENDITURE GOVERNANCE COSTS

	2024 £	2023 £
External accounting & tax support	148	2,040
Auditors' remuneration - statutory audit 22/23	7,520	23,164
Auditors' remuneration - statutory audit 23/24	28,000	-
Auditors' remuneration - VAT advice	1,092	-
Legal & professional	68,009	39,169
Portfolio management	6,743	5,371
	<u>111,512</u>	<u>69,744</u>

11 KEY MANAGEMENT PERSONNEL REMUNERATION & BENEFITS

Key management personnel include Trustee Directors and the senior management team.

No trustees received any remuneration, benefits, or reimbursement of any expenses for the year (2023 £nil).

The senior management team emoluments, including employer national insurance contributions and employer pension contributions, totalled £395,559 (2023: £403,365). In prior years the Chief Executive, the Head of Operations & HR, and Head of Finance were treated as key personnel, however we now consider the whole senior management team to be key personnel and have amended the 2023 total accordingly.

12 STAFF COSTS

	2024 £	2023 £
Wages & salaries	4,805,791	4,458,045
Social security	368,649	356,800
Pension contributions	288,180	288,437
	<u>5,462,620</u>	<u>5,103,282</u>
Employees earning over £60,000:	2024	2023
	No.	No.
Between £60,000 and £69,999	2	2
Between £90,000 and £99,999	1	-
	2024	2023
	No.	No.
Average number of staff during the year	<u>192</u>	<u>196</u>

During the year no employees (2023: none) were made redundant and 1 employee (2023: 1) received a severance payment. The total costs, including payments in lieu of notice, were £11,184 (2023: £14,807) of which £nil (2023: £nil) were redundancy payments and £11,184 (2023: £14,807) settlement payments.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

13 TANGIBLE FIXED ASSETS

	Freehold Property £	Equipment Fixtures & Fittings £	Motor Vehicles £	Total £
Cost				
At 1 April 2023	15,909,963	1,079,944	142,273	17,132,180
Additions	139,500	62,727	20,755	222,982
Disposals	(8,948)	(55,959)	(4,000)	(68,907)
At 31 March 2024	16,040,515	1,086,712	159,028	17,286,255
Depreciation				
At 1 April 2023	3,303,006	866,154	96,049	4,265,209
Charge for the year	333,936	73,200	19,751	426,887
Eliminated on disposals	(2,325)	(44,080)	(938)	(47,343)
At 31 March 2024	3,634,617	895,274	114,862	4,644,753
Net book value				
At 31 March 2024	12,405,898	191,438	44,166	12,641,502
At 1 April 2023	12,606,957	213,790	46,224	12,866,971

14 LISTED INVESTMENTS

	2024 £	2023 £
Market value		
Brought forward	916,572	1,026,101
Additions	539,266	368,439
Disposals	(514,633)	(362,607)
Unrealised gains/(losses)	23,262	(115,361)
Carried forward	964,467	916,572
Historical cost		
	961,703	945,414

The listed investments held for both years is a mixture of equities and bonds.

15 SUBSIDIARY UNDERTAKINGS

	2024 £	2023 £
Historical cost at 1 April 2023	-	1
Additions	-	-
Disposals	-	-
Revaluations	-	(1)
Historical cost at 31 March 2024	-	-

There were no investment assets outside the UK.

The Charity's investment in Group undertakings was in The Arthouse at the Meath Limited, a dormant company.

The Arthouse at the Meath Limited:

Nature of business: Social enterprise for educating and helping residents of The Meath to make, commercialise and sell art and art images.

Class of shares: Ordinary - 100% holding

Activity: the company was dissolved on 27 June 2023 (2023: Dormant).

16 DEBTORS

Amounts falling due within one year

	2024 £	2023 £
Residents fees	264,833	296,164
Other debtors	39,216	55,745
Prepayments & accrued income	84,630	69,269
	388,679	421,178

Other debtors include £39,225 (2023: £55,225) due from Arthouse Unlimited that is due after more than one year.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

17 FUNDS HELD AND DISBURSED AS AGENT

During the year the Charity administered funds as agent on behalf of residents. Balances brought forward were £144,278 (2023 £358,268). During the year the Charity received funds totalling £16,244 (2023 £158,881) and paid out funds totalling £142,181 (2023 £372,871). Balances carried forward were £18,341 (2023 £144,278). These brought forward and carried forward balances, and in year transactions, have not been included in these accounts as the Charity has no entitlement to these funds.

18 CREDITORS

Amounts falling due within one year

	2024 £	2023 £
Trade creditors	202,718	285,055
Social security & other taxes	99,680	85,425
Deferred income - Residents' fees	106,193	87,036
Deferred income - Event income	5,420	2,194
Other creditors	40,479	33,030
Accrued expenses	376,753	309,569
	<u>831,243</u>	<u>802,309</u>

Deferred income comprises residents' fees and event income received in advance of the period to which it relates.

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2024 £
Tangible fixed assets	8,369,133	-	4,272,369	12,641,502
Investments	964,467	-	-	964,467
Current assets	2,069,153	337,021	-	2,406,174
Current liabilities	(831,243)	-	-	(831,243)
	<u>10,571,510</u>	<u>337,021</u>	<u>4,272,369</u>	<u>15,180,900</u>
	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £
Tangible fixed assets	8,482,798	-	4,384,173	12,866,971
Investments	916,572	-	-	916,572
Current assets	1,739,963	174,677	-	1,914,640
Current liabilities	(802,309)	-	-	(802,309)
	<u>10,337,024</u>	<u>174,677</u>	<u>4,384,173</u>	<u>14,895,874</u>

20 MOVEMENT IN FUNDS

	Funds at 1 April 2023 £	Income £	Expenditure £	Transfers £	Gains / (losses) £	Funds at 31 March 2024 £
Unrestricted funds						
General fund	1,854,226	8,186,893	(7,852,489)	-	13,747	2,202,377
Capital fund	8,482,798	-	(244,529)	130,864	-	8,369,133
	<u>10,337,024</u>	<u>8,186,893</u>	<u>(8,097,018)</u>	<u>130,864</u>	<u>13,747</u>	<u>10,571,510</u>
Restricted funds						
Life enrichment programme	145,054	223,527	(214,822)	-	-	153,759
Unit families	4,623	7,491	(4,048)	-	-	8,066
Vehicle fund	-	20,295	(20,295)	-	-	-
Heritage fund re Countess of Meath	-	8,350	-	-	-	8,350
Capital appeal	25,000	320,463	(47,753)	(130,864)	-	166,846
	<u>174,677</u>	<u>580,126</u>	<u>(286,918)</u>	<u>(130,864)</u>	<u>-</u>	<u>337,021</u>
Endowment fund	4,384,173	-	(111,804)	-	-	4,272,369
	<u>4,558,850</u>	<u>580,126</u>	<u>(398,722)</u>	<u>(130,864)</u>	<u>-</u>	<u>4,609,390</u>
Total funds	<u>14,895,874</u>	<u>8,767,019</u>	<u>(8,495,740)</u>	<u>-</u>	<u>13,747</u>	<u>15,180,900</u>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

20 MOVEMENT IN FUNDS (contd.)	Funds at 1 April 2022 £	Income £	Expenditure (restated) £	Transfers (restated) £	Gains / (losses) £	Funds at 31 March 2023 £
Unrestricted funds						
General fund	1,841,046	7,619,732	(7,480,654)	8,054	(133,952)	1,854,226
Capital fund	8,734,274	-	(251,476)	-	-	8,482,798
	<u>10,575,320</u>	<u>7,619,732</u>	<u>(7,732,130)</u>	<u>8,054</u>	<u>(133,952)</u>	<u>10,337,024</u>
Restricted funds						
Life enrichment programme	202,777	282,788	(340,511)	-	-	145,054
Unit families	(1,718)	46,885	(40,544)	-	-	4,623
Fuse board replacement	-	24,000	(15,946)	(8,054)	-	-
Capital appeal	-	25,000	-	-	-	25,000
	<u>201,059</u>	<u>378,673</u>	<u>(397,001)</u>	<u>(8,054)</u>	<u>-</u>	<u>174,677</u>
Endowment fund	4,495,977	-	(111,804)	-	-	4,384,173
	<u>4,697,036</u>	<u>378,673</u>	<u>(508,805)</u>	<u>(8,054)</u>	<u>-</u>	<u>4,558,850</u>
Total funds	<u>15,272,356</u>	<u>7,998,405</u>	<u>(8,240,935)</u>	<u>-</u>	<u>(133,952)</u>	<u>14,895,874</u>

Transfers

On completion of phase 1 of our capital appeal £130,864 was transferred from restricted fund to capital fund. Other transfers relate to surplus funds received which were approved to be released to general fund.

Endowment fund

Following a review of the original conveyance document dated 28 October 1896 and subsequent legal opinion dated 23 October 1957, the Trustees have concluded no Trust Deed exists in respect of the endowment fund. In the absence of any Trust Deed there are no restrictions placed on conveyed property. The Charity Commission have been approached to confirm they have no objection for the endowment fund balance being transferred to the Capital fund. In response by email dated 10 May 2024 The Charity Commission have confirmed charity number 200359-1 Countess of Meath's Fund for the Endowment of the Lauderdale Bed was removed on 11 January 1996. Aside from this they make no mention of the Meath Epilepsy Charity's endowment fund and would leave it for the Trustees to make their own determination.

Life enrichment programme

Donations received from trusts, foundations and private donors in support of our life enrichment programme. Through our skills centre, physiotherapy and occupational therapy, our aim is for each person we support to live their life to the full. This programme is supported by National Lottery, Garfield Weston and The Community Foundation for Surrey, in addition to many other supporters.

Unit families

Private funds received from family members for furnishings and equipment on their loved one's unit.

Fuse board replacement

Funds received for the replacement and upgrade of the main house fuse board with increased capacity.

Capital Appeal

Donations received from trusts, foundations and private donors towards the costs of restoration and renovation of our Grade II listed building, which is home to 43 of our residents. These works include new roofing and windows, replacement of the on-call system, air-conditioning, and fire safety adaptations.

Vehicle fund

Donations received from trusts and Surrey County Council to replace one of our multi-purpose vehicles.

Heritage fund

Donation received from National Lottery Heritage Fund for the archiving of historical documents relating to the inception and history of Meath Epilepsy Charity.

21 OPERATING LEASE COMMITMENTS

	Land & Buildings 2024 £	Other 2024 £	Land & Buildings 2023 £	Other 2023 £
Future minimum lease payments under non-cancellable operating leases:				
Within one year	36,538	11,100	55,262	14,139
Between one and five years	16,138	25,991	16,138	37,573
In more than five years	-	-	-	-
	<u>52,676</u>	<u>37,091</u>	<u>71,400</u>	<u>51,712</u>
Total lease payments made during the year	<u>55,188</u>	<u>7,606</u>	<u>81,195</u>	<u>7,606</u>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

22 PENSION COMMITMENTS

During the year £284,260 (2023: £284,517) was paid into the group personal pension scheme. Outstanding liability at the balance sheet date was £40,127 (2023: £34,465).

23 RELATED PARTY DISCLOSURES

Arthouse Unlimited (charity number 1177900)

On 31st May 2018 the business activities of the subsidiary undertaking The Arthouse at The Meath Limited were demerged to Arthouse Unlimited, an independent charity.

At the year end £39,225 was due to The Meath Epilepsy Charity (2023: £55,225).

Income related

During the year trustees and senior management made general unrestricted donations totalling £3,761 (2023: £5,454), and restricted donations to the capital appeal totalling £11,105 (2023: £nil).

Expenditure related

A close family member of the former CEO was employed by the charity, receiving remuneration totalling £nil (2023: £2,777).

A close family member of the former Head of HR & Operations is the owner of a business that has an interest in contracts and supplies totalling £38,598 (2023: £51,037). At the balance sheet date £1,088 was unpaid (2023: £5,104).

A close family friend of the Head of Fundraising is the owner of a business that has an interest in contracts and supplies totalling £129,293 (2023: £nil).

24 ULTIMATE CONTROL

The charity is controlled by the Trustee Directors of The Meath Trustee Company.

MEATH EPILEPSY CHARITY

England & Wales - Charity number 200359

Accounts

**Report of the Trustee & Financial Statements
for the year ended 31 March 2023**
Registered Charity Number 200359

2023



www.meath.org.uk



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TheMeathCharity



TheMeathCharity

Table of Contents

Page (s)

Statement from the Chair of Trustees	3
Objectives & Aims	4 - 6
Achievements & Performance	6 - 10
Financial Review	11 - 12
Plans for the Future	12 - 13
Structure, Governance & Management	14 - 15
Reference & Admin	15 - 16
Statement of Trustee Responsibilities	17
Independent Auditors Report	18 - 20
Consolidated Financial Statements	21 - 33

Statement from the Chair of Trustees

The Meath Epilepsy Charity remains committed to delivering excellent person-centred care to adults with complex epilepsy and associated disabilities. We remain a unique and sought after provider and are proud to continue our celebration of the 130th anniversary of The Meath within the reporting period.

The Meath continues to be impacted by the national recruitment shortage of care workers so are grateful to our colleagues who regularly go the extra mile to support the needs of our residents. Despite the ongoing challenge to receive a fair and sustainable fee from the local authorities, we were delighted to be able to offer two pay rises to our dedicated frontline staff during the last 12 months. The Board of Trustees are committed to reviewing salaries to ensure we offer an attractive pay rate to retain and attract new talent. We are pleased that our frontline worker rates are in the top quartile in Surrey.

Talent attraction remains a key priority for The Meath and efforts are underway to develop and embed a new set of motivating and meaningful values to strengthen and enrich the culture of The Meath. Consultation meetings are underway, and we look forward to progressing this initiative over the next 6 months.

Regrettably, we made the difficult decision to close Changing Perceptions due to significant financial losses, however we are pleased to have re-deployed the affected staff and retained the specialist woodworking sessions in a space at the Skills Centre. We are currently discussing plans to transform Café Meath into an exciting social hub and look forward to announcing details later in the Autumn.

We were delighted to appoint a new CEO last year and welcomed Lee Bennett in September. Lee has a proven track record of success in the care sector and is passionate about delivering both person-centred care and impactful activities to the people we support. Lee has successfully developed a trustee-led health & social care audit committee during his tenure and is collaborating closely with the trustees to ensure The Meath offers the best possible care provision. We thank our former CEO, Lindsay Perryman for her service and wish her all the very best for the future.

The Board of Trustees increased in number from 7 to 10 in January 2023 following a recruitment campaign and we were delighted to welcome Lisa O'Brien, Sally Wilson and Katie Randerson. Furthermore, we appointed two special advisors to the Board – Dr Anthony Gibbon to advise at the Health & Social Care Committee and Kelly Walsh to support our Fundraising Committee.

We have enjoyed attending numerous high-profile events over the last year; Glyndebourne, House of Lords Afternoon Tea and the return of our fantastic annual carols service at St Clement Danes. Finally, a capital appeal project will be launched later in the year to future proof our grade 2 listed building, along with upgrading several internal refurbishment developments.

On behalf of the Board of Trustees, we remain committed and passionate in our support of The Meath and look forward to working closely with Lee Bennett to further develop and enhance the current services to the people we support.

The Board of Trustees presents its report with the financial statements of The Meath Epilepsy Charity for the year ended 31 March 2023.



Graham Healy
Chair of Trustees

OBJECTIVES & AIMS

Accommodation & Support Service

The aim of The Meath Epilepsy Charity is to enhance the lives of people who have complex epilepsy and related disabilities by ensuring they receive the support, expert care and encouragement required to build confidence, acquire new skills, and maximise independence in their daily lives.

The Meath Epilepsy Charity marked its 130th anniversary in 2022 and continues to deliver specialist person-centred care services for adults living with complex epilepsy and associated disabilities. The shortage in specialist epilepsy care providers across the UK ensures that The Meath remains a sought-after residential home, with an ever-growing waiting list.

The Meath offers a progressive pathway of specialist care and support for people aged 18 years and above who are affected by complex epilepsy and other disabilities. From 24-hour, high needs registered care, to a few hours support in a person's own tenancy, our range of living options span the divide and offer flexible, tailored solutions to cater for individual needs.

Over and above the person-centred care, we promote independence and resilience. We have invested in social enterprises to support this initiative with the aim of 'recognising ability'. This includes a vast array of activities, both educational and social, provided on-site at The Meath in our Skills Centre and Cafe.

Our community is located in a stunning setting and boasts fantastic facilities in central Godalming. The Meath's beautiful Grade II listed manor house, together with other higher-needs modern annex houses and the Skills Centre are all set in landscaped grounds. Our location is both peaceful yet close to local amenities and the main line train station. We are proud to be at the heart of our local community and enjoy strong links with the town.

Residential Houses

The Meath encompasses 9 individual houses which are grouped under 3 Registered Managers, reporting to the Head of Residential Care. We currently have 78 residents.

1. Cedar View & Cottages.
2. Bradbury House & Jeffrey Court.
3. Bradbury Wing & Little Meath.
4. Hambleton, Thursley & The Bradbury.

Residents are positioned in houses which best suit their needs, with person-centred care at the forefront. Registered Managers are supported by a Deputy Manager and team of Senior Support Workers and care staff. The residential care team has undergone numerous recruitment challenges across the year, in line with the ongoing staffing shortages within the health & social care sector.

The residential care team comprises approximately 160 support workers to provide daily and nightly support. We are fortunate to have a team of flexible workers to help us cover seasonal absences, however, due to the ongoing nationwide recruitment shortages, we rely upon partnerships with highly reputable agencies for additional support.

We are very grateful to our dedicated colleagues within the residential care team, many of whom are long established and continually go above and beyond to support our residents.

Meath Supported Living

We offer opportunities for supported living within three properties in Godalming. We continue to accommodate 8 tenants across the houses and support them with daily chores, managing appointments and developing their social and independence skills. Several of our tenants are active volunteers within the local community whilst also having access to The Meath's facilities and resources. We are fortunate to have a long-established team of staff to offer tailored support to the tenants and overseen by our Head of Residential Services.

Tenants are encouraged to join in the activity sessions at The Meath's Skills Centre and are an active part of the social community at the Meath Café. Moreover, one of our tenants is a gifted artist and was delighted to produce a Christmas card for the Lord Lieutenant of Surrey.

Health & Wellbeing Team

Physiotherapy at the Meath is provided by an experienced neuro physiotherapist and 2 therapy assistants.

Client funding for physiotherapy is scarce and therefore allocation of treatment time is based upon clinical need. Local NHS provision via the CTLD (Community Team for Learning Disabilities) is minimal thus any resident requiring ongoing input receives this as part of the treatment time supported via the Fundraising team. Some residents with profound and complex physical needs require 2 therapists to ensure safe handling, whilst others can be treated 1:1. Treatment times vary from 20 minutes to 1 hour dependent on clinical need. Residents may receive 1 or 2 treatment sessions per week depending on their clinical requirements, treatment program and likely prognosis.

The therapy team supports individuals with long-term deteriorating neurological conditions and individuals whose condition remains relatively static. In addition, the team supports individuals who sustain acute injuries as a result of their epilepsy such as lower limb fractures, elective surgery recovery and rehab (both neurological and orthopaedic) and aims to assist each individual to achieve and maintain their maximum physical potential. The team work collaboratively with colleagues on all residential units, supported living, and social enterprises.

The therapy team work closely with tertiary referral centres such as the National Hospital for Neurology and Nervous Diseases, Queens Square, St Georges Tooting, St Mary's Roehampton, Kings College, St Thomas' and Guys, and also Stanmore and The Nuffield Orthopedic Clinic. We also have regular contact with the Community Learning Disability Team. In addition, the physio team coordinate regular Orthotics clinics with partner colleagues from RSCH (Royal Surrey County Hospital), a fortnightly foot health clinic, and liaise with wheelchair services as required.

The Occupational Therapy (OT) provision continues to provide valuable support to The Meath residents. The OT service has adapted this year from having two fully qualified therapists providing approximately 50 hours a week, to one experienced OT, part time, and one full time OT assistant.

Client funding for OT provision remains scarce; our allocation of treatment time is based on functional and clinical need. Those that we know are funded by CHC are given regular 1:1 timetabled sessions of OT.

Those who self-fund and have assessed need are allocated time but those who have agreed needs whose funding is unclear can and are still seen by OT and this is absorbed into the generous fundraised therapy provision which pays for our service.

Our celebrated outcome over this year is the provision of ASDAN (Award Scheme Development Accreditation Network) Life Skill Challenges which falls under the umbrella of OT, offering individual person-centered challenges that are relevant and adapted to needs and abilities.

The OT supports the individual to choose a challenge to work upon and via evidenced practice achieves an accredited certificate of achievement. Within the last nine months, 13 residents have received their certificate.

General OT intervention this year includes.

- Activity of daily living assessments and goal setting
- Motivation, engagement.

- Daily routines.
- Planning occupation.
- Supporting physical and psychological needs in daily life.
- Community access and skills
- Sensory awareness interpersonal and intrapersonal using senses to develop awareness of self – development of sensory libraries and evidence of need.
- Communication, effective liaison and education of staff and family and friends.

We recently reinstated The Meath Lunch Club on a monthly basis which is overseen by OT to encourage those individuals who experience anxiety within a social setting.

OT continues to support, and problem solve 'one off' challenges within the units, from toilet seat replacements to providing social stories for individuals facing difficult challenges. OT are available, with quick knowledgeable responses to family members who continue to contact us for advice and issues regarding their loved ones.

The provision of complementary therapy has greatly enhanced the well-being experience for all residents. Treatment is available to all and delivered in a beautiful sensory room to enhance the experience. The complementary therapist is trained in Reflexology, Aromatherapy, Reiki and Indian Head Massage.

ACHIEVEMENTS & PERFORMANCE

RESIDENTIAL CARE SERVICES

New Residents / Local Authorities

As a result of comprehensive assessments, the residential care team were delighted to welcome 3 new residents during the last year to Bradbury Wing, The Bradbury and Cedar View respectively. All residents have settled into their new homes extremely well, with regular reviews to measure satisfaction and the quality-of-service provision. The Meath is fortunate to be one of a few specialist epilepsy care homes within the country and therefore maintains a strong 'expression of interest' register for future placements.

The charity continues to negotiate with local authorities to receive a fair price for residential care fees. A limited number of local authorities offered minimal, or no annual uplifts, something that is being challenged. The CEO, Head of Residential Care and Head of Finance are leading the negotiation efforts to sustain the charity's finances for the future.

Reduced Capacity

During the year under review, we budgeted for 98.8% occupancy and achieved 98.2%. During the ensuing year our capacity has been reduced by 3.7% from 82 residents to 79, in line with current fire regulations following a routine inspection. This reduction has impacted capacity on Cedar View, however only one resident was required to move to an alternative house within The Meath, the individual has however settled extremely well in his new house. This transition has become a success story within The Meath, due to the positive impact on the individual's mental wellbeing.

CQC Grading

In October, The Meath's overall CQC grading was lowered to 'requires improvement' due to failings in two categories of the inspected criteria. The outcome was naturally devastating and all efforts since then have been focused on how to lift performance and deliver high standards.

Continuous Improvement Plan / Internal Auditing

In response to the CQC downgrade the newly appointed CEO formed a trustee-led focus group to put together an organisation-wide improvement plan, which evolved into a monthly Health & Social Care Committee. The Committee comprises of trustees, CEO and management from the residential care team. The purpose is to scrutinise the improvement plan and to set and review continuous improvement actions.

The Committee's remit further expanded to include routine audits to the residential houses, in line with CQC inspection requirements. This is an ongoing initiative and has certainly lifted performance and generated more pride and purpose within the staff teams.

Frontline Worker Pay

Following a comprehensive benchmarking exercise, the trustees were delighted to be able to increase the front-line worker pay. The Meath's entry pay rates are now within the top quartile in Surrey, which has helped to improve talent attraction. Despite the improved pay rates, there is an ongoing recruitment challenge within the health & social care sector nationwide and further initiatives are required to support the retention efforts to avoid the heavy reliance on agency workers throughout the sector.

Registered Manager Network – supporting young adults with learning disabilities/autism

Our Head of Residential Care was invited to chair an external Registered Manager network meeting four times a year, in partnership with Skills for Care. Whilst most networks focus on elderly care, this new initiative is designed to promote residential care homes supporting young adults with learning disabilities and autism. The forum will support peer development and offer best practice ideas, as well as reviews of the latest trends in the young adult care sector. Furthermore, this will be an excellent opportunity to raise the profile of The Meath within the care sector.

Resident Outings

The residents have long enjoyed attending social events and the charity has been fortunate enough to host some high-profile events in the last year; opera at Glyndebourne, Carols at St Clement Danes and a reception at The House of Lords, to name a few. These events bring much joy and fulfilment to the people we support, and we aim to collaborate with the fundraising team and other supporters to secure future invitations. The Head of Marketing compiled an 'above and beyond' document which celebrated the wide range of activities, trips and holidays experienced by our residents and supported living tenants in the reporting period.

Health & Wellbeing

During mid-2022, we appointed a Health & Wellbeing Co-ordinator to ensure that a consolidated, focused, and informed approach was taken to the healthcare provision for our residents.

Initially the role focused on adjusting and improving historic methods of record keeping and administration; data is now recorded in an electronic format which means that important seizure data can be expeditiously provided to health care professionals for the first time at the Meath. Further to this, data recording of GP service provision, medication records and demographic figures relating to the residents at the Meath, have been collated, enabling further understanding and analysis of the service provision given at the Meath.

Multiple clinics have been held over the last twelve months at the Meath with two clinics held by Professor Duncan from University College of London Hospitals (UCLH), two COVID booster clinics and a single Flu booster clinic. The Health and Wellbeing coordinator completed all administrative aspects of these clinics and assisted the senior leadership

team with the practical running of the clinics. The Meath received positive feedback from the external health providers, who have commented on the efficient and capable way in which they have been coordinated and facilitated.

Further to these actions, the role has primarily supported The Meath designated GP in conducting their previously twice weekly clinics and completing the administrative actions necessary to support the running of these clinics. The importance of quality communication with all stakeholders was identified very early within the role, including:

- GP
- Meath residents
- Unit management
- Care providers
- Meath health care professionals
- Key members of the Meath Senior leadership team
- Resident parents/guardians.

The Health and Wellbeing coordinator has provided a bridge between these aspects of health care provision, securing that information/guidance from the GP is disseminated effectively between all aspects of care provision.

SOCIAL ENTERPRISES

Changing Perceptions

The Board of Trustees took the difficult decision to close one of The Meath's social enterprises, Changing Perceptions, in December 2022 due to significant financial losses. This was not a reflection on staff performance who were committed to the Café & furniture upcycling workshop following the pandemic. With the continued rise of local competition, lack of prominence on Godalming High Street, increased energy bills and the cost-of-living crisis, closure became inevitable. Fortunately, we were able to re-deploy staff affected and avoid redundancies.

Moreover, we were able to re-locate the upcycling workshop to the main site within the Skills Centre and continue to offer residents the opportunity to attend woodwork sessions.

Skills Centre

The Skills Centre, an onsite activities centre, continues to offer a varied range of timetabled activities for residents, including art classes, cookery lessons, history, IT skills, news & debate, performing arts and a horticulture club. We are proud to host our very own 'Meath Choir' which is widely respected in the local community, with seasonal performances at numerous Meath events.

The Skills Centre team hosted a fantastic annual Meath Awards ceremony, which took place in January. Residents are invited to attend and receive an award for their contribution and skills learned over the year. A celebratory party typically follows the event. This is an exceptionally inspiring event and thoroughly enjoyed by all Meath stakeholders.

The team have proudly exhibited artwork on behalf of the residents at The Godalming Museum and Godalming & Farncombe Station.

There is a demand for the Skills Centre to provide additional opportunities for residents to develop their independent living skills. The team will be enrolling on an ASDAN (Award Scheme Development Accreditation Network) training programme to enhance their skills in offering meaningful activities with measurable outcomes.

Café Meath

The Café continues to be a social space for residents to enjoy with their friends and families, including refreshments available to purchase.

A project has been launched for Autumn of 2023 to develop the Café into a communal hub with exciting events, including the opportunity for residents to learn catering skills and food preparation in the Café. This new 'hub' will complement the Skills Centre and offer activities during the afternoon/evening and weekends. This is a work in progress, and we look forward to announcing a launch date in late 2023.

RECRUITMENT & HR

Recruitment & Retention

Once again, the recruitment and retention challenge across the sector continues to dominate the HR team's agenda. Despite the front-line worker pay increase, it is notoriously difficult to attract candidates to care based roles. 80% of candidates apply via a major online job board, with the remaining 20% applying via internal referral. It has been proven that those colleagues who join, having been referred, typically settle into their roles better and stay with the organisation for longer. For that reason, the trustees agreed to generously increase the incentive to support the efforts. The team will be further reviewing the candidate source trend for future analysis.

Training & Development

A new classroom training programme was launched early in the year to improve the staff team's knowledge from expert trainers:

- First Aid & CPR
- Manual Handling
- Epilepsy Awareness & Emergency Medication Administration
- Administering Medication
- Makaton

The new training programme complements our mandatory e-learning suite and has been very well received by the staff team.

Colleagues continue to enrol on the QCF Level 3 – Health & Social Care courses via The Meath's apprenticeship levy, as well as QCF Level 5 – Health & Social Care diplomas, of which 3 of our managers have now completed. These qualifications are prestigious within the health & social care sector and The Meath is committed to offering this development opportunity.

Staff Wellbeing

A significant proportion of the workforce within the care sector struggle with mental health challenges and The Meath is no exception. The HR team continue to support managers to create wellness action plans for team members, as well as sign-posting colleagues to the employee assistance programme.

There is a concerted effort to develop future Mental Health First Aiders across the organisation to reduce the stigma, promote self-help tools and external resources available.

Future Plans

The future focus of the HR team is firmly on upskilling and developing colleagues' knowledge over and above the mandatory training topics and offer more classroom training opportunities. Initial feedback has revealed an interest in mental health, challenging behaviour and resilience training as well as further regulatory sessions, such as the Oliver McGowan training to better understand young adults with autism. This is a new mandatory learning session which will be rolled out by the end of 2023.

The staff handbook, along with policies and procedures will all be reviewed in the next financial year in line with the latest employment legislation. Furthermore, we look forward to developing and upskilling a newly appointed HR team over the coming months.

FUNDRAISING & MARKETING

Despite the very rapidly changing fundraising landscape, the Fundraising Team, for the fifth successive year, has exceeded its challenging target. We are delighted to have secured £679,775 this year. We are so very grateful to everyone who has supported us through this difficult year as we emerged from the pandemic, straight into the cost-of-living crisis. Never has each and every donation been so highly valued and needed. Thank you.

The majority of our funders wish to remain anonymous, but we are pleased to confirm restricted grants from National Lottery Community Fund, Garfield Weston and the Community Foundation for Surrey. We are very fortunate to receive ongoing support from a variety of individuals, organisations, and Trusts. We thank them all for supporting us to continue our valuable work of enabling and empowering extremely vulnerable individuals to live safe, happy, and fulfilled lives.

The Charity is committed to providing a variety of opportunities, combined with specialist care and support, which comes at a significant cost. The individuals we support receive funding from their own Local Authority for a basic care package. The income raised by the Fundraising team covers the cost of non-statutory services and all the extra activities, services or equipment that mean so much to those in our care. As was highlighted in last year's report, the focus for 2022/23 has been on core funding, strengthening the Charity's financial position and building reserves and this will remain our focus for 2023/24. In addition, we will shortly be launching our Capital Appeal for future proofing our main building.

Events Highlights

We were very pleased to host our fundraising concert at Glyndebourne which was a resounding success and we are indebted to everyone who came and supported us. In addition, our thanks to Baroness Pidding for hosting afternoon tea at the House of Lords, and we were delighted to be able to celebrate our 130th anniversary with a spectacular Carol Concert at St Clement Danes in December. We also ran several smaller events ranging from an Opera Masterclass to Spy Talks and are so grateful to everyone for supporting these events.

Marketing activities which have supported our fundraising and awareness of the work of the charity include:

- **130 challenge** a digital marketing campaign which also included many of the people we support and their families taking on a challenge in support of The Meath, in honour of our 130th anniversary.
- **'The Yule Fuel Appeal'** Most successful Meath digital marketing campaign to date. This was also a great opportunity to engage with local schools and organisations. The campaign was supported by 5 local schools, all of whom had an assembly talk.
- **Regular Vlogs, new Skills Centre promo film**

The Marketing Department are also pleased to have begun work on the development of a new website which is due to launch in February 2024.

FINANCIAL REVIEW

Corporate Appointeeship

Some services we have historically provided are now recognised to pose a conflict of interest and are no longer appropriate. We have been working closely with parents and guardians to ensure client monies are transferred to legal representatives. At the year end this process was almost complete.

Westbrook Housing

Historically we have managed our supported living services through a separate entity, Westbrook Housing. With effect from 1 April 2022, the remaining assets and liabilities of Westbrook Housing were merged with those of The Meath and Westbrook Housing has since been dissolved.

Arthouse at The Meath Limited

Our residents have always enjoyed and expressed themselves through the arts, demonstrating particular talent for painting and illustration. To showcase their work and promote The Meath some pieces were used to create items such as mugs, tea towels, and framed copies for sale through a subsidiary company Arthouse at The Meath Limited. The "Arthouse" concept was very successful and grew to a level that it legally separated from The Meath into a new company limited by guarantee. Arthouse at The Meath Limited has consequently been dormant for several years and has now been dissolved.

Residential Vacancies & Decommissioned rooms

During the pandemic people were understandably reluctant to move and vacancies proved difficult to fill. During the year under review, we successfully filled 3 voids.

Income

The Meath had four primary sources of income during the financial year. Firstly, local government and NHS funding for residential placements. Secondly, local government funding and housing benefit for supported living residents. Thirdly, sales through our workshop and café at Changing Perceptions. Fourthly, fundraised income, donations, and legacies.

Operating Results

Net deficit for the year £376,482 is after crediting donations and legacies £494,522, and charging depreciation £454,196. A significant proportion of donations and legacies £247,339 has been to support core salary and activity costs in the Skills Centre and healthcare team.

Going Concern

The Charity's business plan for March 2023 has been forecast on a reduced occupancy of 79, after decommissioning 3 rooms, planned uplift in entry level hourly rates, and cost-of-living increases in costs generally. Whilst this shows the Charity will have adequate reserves and will be able to meet its liabilities as they fall, due costs continue to be closely monitored. Accordingly, the Trustees continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The Trustees recognise the need for the Charity to have sufficient reserves to be able to meet its charitable obligations and provide for a stable and sustainable future. The current policy is to build the unrestricted general fund to a level that covers 3 months' expenditure plus any one-off major capital projects. Unrestricted general fund at 31 March 2023 amounted to £1,854,225 representing 3.2 months' average fixed costs.

Investment policy and objectives

Investments had a value of £916,572 at 31 March 2023. The Trustee directors can make such arrangements as they think fit for the investment of the charity's funds and have regard to the likely timing of major future development expenditure and the level of market prices when making decisions on investments. Social, environmental and ethical aspects of making investments are regularly reviewed by the Trustee directors together with the Charity's investment advisers.

Principal Risks & Uncertainties

The Board of Trustees evaluated their risk register towards the end of the reporting period. The main risks identified by the Board are:

- Local authorities not increasing fees in line with inflation.
- Lack of ability to recruit, train and retain skilled staff.
- Cyber crime.

The processes to mitigate these risks are summarised below:

- Challenging local authorities and NHS Trusts for annual uplifts and negotiating low offers, with the last resort of eviction threats if increases not provided. Ensure a robust expression of interest register that mitigates against potential eviction notices.
- Ensure The Meath offers a competitive pay rate in the Surrey care field. Implement new onboarding/induction tools, provide regular exit interviews for improvements and suggestions and identify new recruitment advertising platforms.
- Cyber training rolled out across the organisation, with advanced warning of suspected attacks being circulated to colleagues and 2 Factor authentication to be implemented.

PLANS FOR THE FUTURE

Strategic Plan

The Meath has recently developed a new strategic plan, following an organisational-wide consultation and engagement programme with:

- Residents
- Front line workers
- Health and wellbeing team
- Registered and Deputy managers.
- Senior management team
- Workshop with the Board of Trustees and CEO to discuss draft provisional strategic priorities and organisational values.
- Organisational wide consultation in relation to values and behaviours.

Strategic themes raised and discussed with the Board of Trustees include the need to be:

- Beneficiary driven and person-centred.
- An 'Employer of Choice' in the health & social care sector and local community by offering a generous compensation and benefits package, career progression and a positive working environment.
- Respectful of The Meath history but committed to a roadmap that is financially sustainable.

- **A voice within the epilepsy field and a model of best practice. Work collaboratively with national and local organisations and within frameworks that support collective outcomes.**

Four strategic priorities were identified:

- 1. Delivery of the best possible care experience and outcomes.**
- 2. Key stakeholder engagement for staff, families, commissioning partnerships and supporters.**
- 3. Supported Living provision.**
- 4. Impactful Social Enterprises.**

A strategic plan, including, KPI's and measurable goals was approved by the Board of Trustees in July 2023.

STRUCTURE, GOVERNANCE & MANAGEMENT

The Charity

The charity (Registered Charity Number 200359) is unincorporated and registered with the Charity Commission in England and Wales. It is governed by its Trust Deed last amended on 25 May 2015.

- Epilepsy is covered by the Equality Act in England, Scotland and Wales, and the Disability Discrimination Act in Northern Ireland.
- Most importantly, many people with complex epilepsy can take part in the same activities as everyone else given the appropriate help and with simple safety measures applied.

Recruitment and appointment of new Trustee Directors

The Trustee Directors are Directors of The Meath Trustee Company Limited. The Meath Trustee Company Limited is the sole trustee of the unincorporated charity. They are recruited to maintain a balance of skills, qualifications, and experience to ensure that the Charity and its property are managed efficiently and knowledgeably. When a vacancy occurs, a profile of the new Trustee Directors is agreed, with suitable candidates identified possessing the expertise required. References are obtained for any new Trustee Director, including a criminal records bureau check.

All new Trustee Directors are given a copy of the Charity Commissioners' booklet on the responsibilities of a Trustee. A file of essential information is provided as part of their induction programme. An updated Governance Manual and Code of Conduct for Trustees was produced, which will be reviewed annually. Each new Trustee Director is appointed for an initial term of four years. Once elected they do not have to be re-elected annually, but they do have to stand down at the end of their four-year term. Trustees are entitled to stand for re-election for a maximum of three terms. Continuing support and training is provided for Trustee Directors including external facilitators at regular away-days.

Organisational Structure

The Chief Executive is responsible for the strategic and day-to-day management of the Charity and reports to the Committee of Management, who are Trustee Directors of the Charity. The strategic direction of the organisation is determined by the CEO with the Trustee Directors, who have overall responsibility for the Charity. The Trustee Directors also ensure that the Charity adheres to the policies and procedures laid down by the Charity Commission and the Care Quality Commission. To fulfil this role, the Trustee Directors have established the following sub-committees: Finance and Risk, Fundraising, Health and Social Care and Nominations and Remunerations Committee. These committees report regularly to the Board where decisions are formally agreed. Board Meetings are held every other month.

Arrangements for setting pay of key management

Remuneration of the Chief Executive is decided by the Trustee Directors after consideration of the level paid to comparable organisations and an assessment of performance. The level of remuneration and increases paid to Senior Executives reporting directly to the Chief Executive are proposed by the Chief Executive and agreed by Trustee Directors.

Risk and Corporate Governance Matters

Trustee Directors are responsible for the management of risk faced by the Charity and treat risk management as a priority. Risk awareness is emphasised throughout all levels of the organisation. Risks are identified, assessed and controls are applied throughout the year by senior management and staff employed by the Charity. Each risk has been grouped and evaluated according to priority and assigned to the relevant sub-committees for detailed review at least every 6 months. The Charity is subject to regular inspections by the Care Quality Commission (CQC) and is required to conform to the National Care Standards.

Health and Safety

As an employer, the Charity holds Health and Safety matters paramount, working to the Health and Safety at Work Act 1974 and other associated legislation. The Chief Executive is responsible for monitoring The Meath's policy and its implementation, maintenance, and ongoing review.

The Charity has a procedure for reporting accidents, diseases and dangerous occurrences to the Health and Safety Executive and the National Care Standards Commission, with all records being kept for inspection.

Related parties

Dr Colin Stokes MBE is a Patron of The Meath and Chairman of Arthouse Unlimited. Anna Coss is an Ambassador of The Meath and a Trustee of Arthouse Unlimited. Arthouse Unlimited is a social enterprise through which The Meath can provide stimulating activity sessions and an outlet for artistic talent.

- Mark Dumas, Trustee, is a client of JM Finn, The Meath's current appointed Financial Advisor.
- Lisa O'Brien, Trustee, is an appointed Consultant Epilepsy Nurse at The Meath – a service level agreement is in place between The Meath and Young Epilepsy.
- Katie Randerson, Trustee, is related to a Meath family member who is an occasional donor to The Meath.

Apart from the above, no other Trustee Directors of The Meath have connections with any other interested parties.

REFERENCE & ADMINISTRATION

The Meath Epilepsy Charity - Registered Charity number: 200359

The Charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. This was founded under the name "The Meath Home for Epileptic Women and Girls" in a Conveyance and Declaration of Trust dated 28th October 1896. The latest change to the governing document was during May 2015.

The Meath Trustee Company Limited - Registered Company number: 5822835

The Meath Trustee Company Limited was incorporated on the 19th of May 2006 and is the Trustee of The Meath Epilepsy Charity.

Principal address
Westbrook Road
Godalming
Surrey GU7 2QH

Contact details

01483 415095
info@meath.org.uk
www.meath.org.uk

Patrons

HM Lord-Lieutenant of Surrey, Michael More-Molyneux
The Baroness Parminter of Godalming
The Rt. Hon. Jeremy Hunt MP
John Jeffrey MBE
Richard Lockwood
Lesley Lockwood
Dr Colin Stokes MBE

Trustee Directors

Lisa O'Brien – appointed January 2023
Katie Randerson – appointed January 2023
Sally Wilson – appointed January 2023
Karen Thurston – appointed January 2022
Chris Alder – appointed January 2022
Helen Pernelet – appointed January 2022
Nick Fenton – appointed January 2022
Mark Dumas
Malcolm Ring
Graham Healy – Chair of Trustees
Dr Penny Wade – resigned July 2022
Tim Bloomfield – retired April 2022
Anna Coss – Co-Chair of Trustees – retired November 2022

Chief Executive & Senior Management Team

Chief Executive

Lee Bennett – appointed September 2022

Head of Fundraising

Lucy Miguda

Head of Finance

Andrew Bagley

Head of Compliance & Training

Michelle Plumb

Head of Residential Services

Tracy Toth

Head of Marketing & Communication

Helen Jackson

Senior Management Team departures:

Chief Executive

Lindsay Perryman - departed June 2022

Head of HR & Operations

Jo Axton – departed August 2022

Auditor & Advisors

Auditors: MHA, 2 London Wall Place, London, EC2Y 5AU

Bankers: Lloyds Bank Plc, 49 High Street Godalming Surrey, GU7 1AT

Investment Advisor: JM Finn & Co, 4 Coleman Street London, EC2R 5TA

STATEMENT OF TRUSTEE RESPONSIBILITIES

The Trustee Directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed requires the Trustee Directors to prepare financial statements for each financial year which give a true and fair view of the situation of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period. In preparing those financial statements, the Trustee Directors are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charity SORP.
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustee Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustee Directors are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

APPROVED ON BEHALF OF THE TRUSTEES



Graham Healy – Chair of Trustees
The Meath Trustee Company Limited

Date: 24/1/24

Opinion

We have audited the financial statements of Meath Epilepsy Charity (the 'Charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cashflows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2023, and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. Our evaluation of the Trustees' assessment of the entity's ability to continue to adopt the going concern basis of accounting included critical reviews of budgets and forecasts provided.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities (Accounts and Report) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 17, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Auditors responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management and those charged with governance around actual and potential litigation and claims;
- Enquiry of Charity staff in finance and tax functions to identify any instances of non-compliance with laws and regulations;
- Performing audit work over the risk of management override of controls;
- Testing of journal entries and other adjustments for appropriateness;
- Evaluating the business rationale of significant transactions outside the normal course of business;
- Reviewing significant accounting estimates for bias;
- Reviewing minutes of meetings of those charged with governance during the year and post year end;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



MHA, Statutory Auditor
London, United Kingdom

Date: 26/01/2024

MHA is the trading name of MacIntyre Hudson LLP, a limited liability partnership in England and Wales (registered number OC312313)

MHA are eligible to act as auditors in terms of section 1212 of the Companies Act.

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

Notes	Unrestricted Funds		Restricted Funds		Endowment Funds		Total Funds 2023		Unrestricted Funds (restated)		Restricted Funds (restated)		Endowment Funds (restated)		Total Funds (restated) 2022	
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
Income																
Donations, legacies & grants	2	261,360	243,142	-	464,522	271,660	336,925	608,515								
Charitable activities	4	7,949,925	-	-	7,949,925	6,319,844	-	6,319,844								
Other trading activities	5	284,722	135,531	-	420,253	353,813	39,516	392,328								
Investment income	6	33,705	-	-	33,705	24,118	-	24,118								
		7,019,732	378,673	-	7,885,405	6,969,465	376,440	7,344,905								
Expenditure																
Charitable activities	7	7,080,777	149,662	111,634	7,352,243	6,469,974	173,741	6,765,518								
Raising funds - Social enterprise	8	425,016	247,339	-	672,355	504,410	255,418	759,828								
Raising funds - Other	9	216,337	-	-	216,337	214,459	-	214,459								
		7,722,130	397,001	111,634	8,240,935	7,218,843	429,159	7,769,004								
Net income / (expenditure)		(112,398)	(18,328)	(111,804)	(242,530)	(249,378)	(53,717)	(414,899)								
Net gain/(loss) on investments	20	(133,862)	-	-	(133,862)	63,773	-	63,773								
Transfer between funds		6,054	(8,054)	-	-	4,956	(4,956)	-								
Net movement in funds		(239,236)	(26,382)	(111,804)	(376,452)	(180,649)	(58,673)	(351,126)								
Total funds brought forward		10,575,320	201,059	4,485,917	15,272,356	10,755,959	259,732	15,823,482								
Total funds carried forward		10,337,024	174,677	4,384,173	14,895,874	10,575,320	201,059	15,272,356								

CONTINUING OPERATIONS

Income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

BALANCE SHEET AS AT 31 MARCH 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	13	12,866,971	13,230,251
Listed Investments	14	916,572	1,026,101
Subsidiary undertakings	15	-	1
		13,783,543	14,256,353
Current assets			
Debtors: amounts falling due within one year	16	421,178	343,325
Bank balances & cash in hand	17	1,493,482	1,361,364
		1,914,640	1,704,709
Current liabilities			
Creditors: amounts falling due within one year	18	802,309	668,706
		1,112,330	1,016,003
Net current assets			
		802,310	688,706
Total assets, less current liabilities		14,895,874	15,272,356
Charity funds	20		
Unrestricted:			
General fund		1,854,226	1,841,048
Capital fund		8,482,798	8,794,274
		10,337,024	10,635,320
Restricted:			
Restricted fund		174,877	201,069
Endowment fund		4,384,173	4,495,977
		4,558,850	4,697,038
Total funds		14,895,874	15,272,366

The financial statements were approved and authorised for issue by the Board of Trustee Directors on 24th January 2024 and were signed on its behalf by:



Graham Healy (Chair of the Board of Trustees)
The Meath Trustee Company Limited

STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 31 MARCH 2023

	2023	2022
	£	£
Cash flows from operating activities		
Net expenditure for the reporting period	(376,482)	(351,126)
Adjustments for:		
Depreciation charges	455,654	471,768
Loss/(gain) on investments	133,952	(63,773)
Interest receivable	(33,705)	(24,118)
Decrease/(increase) in debtors	(77,852)	211,247
Increase/(decrease) in creditors	113,603	(184,053)
Net cash generated by operating activities	<u>215,170</u>	<u>59,945</u>
Cash flows from investing activities		
Purchase of tangible fixed assets	(93,675)	(88,076)
Sale of tangible fixed assets	1,300	-
Purchase of investments	(368,439)	(57,897)
Sale of investments	344,017	-
Interest received	33,705	24,118
	<u>(83,092)</u>	<u>(121,855)</u>
Change in cash & cash equivalents	132,078	(61,910)
Cash & cash equivalents brought forward	<u>1,361,384</u>	<u>1,423,294</u>
Cash & cash equivalents carried forward	<u><u>1,493,462</u></u>	<u><u>1,361,384</u></u>
Net debt		

The charity had no net debt at 31 March 2022 or at 31 March 2023.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2023

1. ACCOUNTING POLICIES

a) Basis of preparing the financial statements

The accounts & financial statements have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with FRS102 the Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practices as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Meath Epilepsy Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Having considered the financial position of the Meath Epilepsy Charity and plans and forecasts for future periods, the Trustee is satisfied that there is no material uncertainty around the ability of the Charity to continue as a going concern for the foreseeable future. The financial statements have therefore been prepared on the basis that the charity is a going concern.

Analysis of income and expenditure has been reviewed and revised in these accounts to more accurately meet reporting requirements. Comparatives for 2022 have accordingly been restated as a result of which income and expenditure have been grossed-up for feed-in tariff £11,877 and staff cost recharges £9,663 previously off-set against costs. The restatement of 2022 comparatives has had no impact on the reported results of prior years or on the reported fund balances.

b) 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. The main sources of income are from local authorities for providing high levels of care and residential accommodation, this is supplemented by income from social enterprises providing products & services to external clients and the general public. Income from local authorities is recognised in the year that care and accommodation is provided. Income from social enterprises is recognised in the year that a sale occurs. Donations are recognised on receipt.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023

1. ACCOUNTING POLICIES (continued)

c) 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.

d) Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

e) Governance costs

This comprises the costs of compliance with constitutional and statutory requirements.

f) Taxation

The charity is exempt from tax on its charitable activities but is registered for VAT for the social enterprises.

g) Tangible fixed assets

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

- Freehold property - 2% on cost
- Fixtures and fittings - 20% on cost
- Motor vehicles - 20% on cost
- No depreciation is charged on freehold land.
- The charity has a capitalisation threshold of £1,000, at which point all assets are capitalised.

h) Fund accounting

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

The general fund comprises unrestricted funds which are neither designated by Trustee Directors nor restricted by donors.

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. There is one remaining designated fund within the Trust which form part of the unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2023

1. ACCOUNTING POLICIES (continued)

i) Investment Statement

Investments are valued at market value as at the balance sheet date. Realised and unrealised gains and losses arising on the revaluation of investments are credited or charged to the Statement of Financial Activities.

j) Capital Fund

A Designated "Capital fund" has been established to support the value of investment in Fixed Assets, excluding the Endowment Fund, and thus cannot be used for the general purposes of the Charity.

k) Endowment Fund

This represents the original gift to the charity of its freehold land and building in 1896. The freehold property has been revalued as at 25 March 2011 using the depreciated replacement cost value at £5,727,362. The written down value at 31 March 2023 is £4,384,173 (2022: £4,495,977). Research has shown Council opinion received in 1957 stated " ... Although the Balance Sheet of the sixty fourth Annual Report refers to the "Endowment Fund" it seems clear there has been no Trust Deed of any kind, and that, if they saw fit, the Working Committee could spend capital as well as income arising". On this basis it is proposed to transfer the endowment fund to the capital fund during the next financial year.

l) Pension costs and other post-retirement benefits

The charity supports a defined contribution group personal pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

These contributions are invested in an insurance company and are therefore separate from the charity's assets.

m) Stock

Stock within the charity consists of donated second hand wooden furniture, the value of which is considered to be minimal. On this basis, no value has been applied to items.

n) Financial instruments

The Meath Epilepsy Charity Trust has financial assets of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at the present value of future cash flows (amortised costs). No discounting has been applied to these financial instruments on the basis that the periods over which amounts will be settled are such that any discounting would be immaterial.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023

1. ACCOUNTING POLICIES (continued)

o) Critical accounting judgements and key sources of estimation

In the application of the charity's accounting policies, which are described within the notes above, the Trustee Directors are required to make judgements, estimates, assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustee Directors, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

2 DONATIONS, LEGACIES & GRANTS

Regular giving & gift aid	2023	2022
Charities & trusts	£	(restated) £
Legacies	85,905	81,869
Grants (see note 3)	385,570	416,855
	14,959	3,182
	13,087	104,709
	<u>494,522</u>	<u>608,615</u>

3 GRANTS

	2023	2022
	£	(restated) £
CJRS through support	-	3,457
Local authority Covid support grants	-	96,346
Other support & training grants	13,087	1,905
	<u>13,087</u>	<u>104,709</u>

There were no unfulfilled conditions attaching to these grants as at 31st March 2023. During the year ended 31 March 2022 £25,239 Covid support grant was repaid where the conditions had not been fulfilled.

4 CHARITABLE ACTIVITY INCOME

Residential services	2023	2022
Supported living	£	(restated) £
	6,622,316	5,962,462
	<u>427,607</u>	<u>357,382</u>
	<u>7,049,923</u>	<u>6,319,844</u>

5 OTHER TRADING ACTIVITIES

Social enterprises	2023	2022
Fund raising events	£	(restated) £
Fee-in laund	132,510	181,570
	275,755	189,861
	9,188	11,877
	<u>422,253</u>	<u>392,328</u>

6 INVESTMENT INCOME

Dividends & interest received	2023	2022
	£	(restated) £
	33,705	24,118

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023

7 EXPENDITURE ON CHARITABLE ACTIVITIES

	Residential Services	Supported Living	2023	Residential Services (restated)	Supported Living (restated)	2022 (restated)
	£	£	£	£	£	£
Direct costs:						
Staff costs	4,795,063	202,097	4,997,160	4,129,688	189,082	4,317,780
Resident activities	-	-	-	1,298	-	1,298
Catering	159,060	-	159,060	140,208	-	140,208
Medical supplies	41,489	-	41,489	39,016	-	39,016
Property rent	-	35,193	35,193	-	34,680	34,680
Utilities	-	30	30	-	-	-
Support costs:						
Staff costs	914,390	38,539	952,929	965,204	44,007	1,010,211
Estate maintenance	209,786	8,463	209,249	221,863	10,105	231,968
Utilities	138,102	5,821	143,923	99,368	4,523	103,891
Vehicle expenses	17,565	740	18,306	19,795	897	20,692
Recruitment & training	66,924	2,804	69,328	112,097	5,106	117,203
IT support & supplies	112,596	4,746	117,342	134,408	6,122	140,590
Administrative costs	120,942	5,097	126,039	149,407	6,005	155,212
Governance	61,420	2,989	64,009	49,685	1,989	46,664
Depreciation	401,273	16,912	418,185	407,750	18,572	426,322
Total charitable activity expenditure	7,029,210	323,039	7,352,249	6,464,612	320,907	6,785,519
Unrestricted funds			7,990,777			6,999,974
Restricted funds			149,662			173,741
Endowment funds			111,804			111,804
Movement on funds			7,362,243			6,785,519
Movement in endowment funds is in respect of depreciation on the endowment property.			111,804			111,804

Direct costs are those which are wholly attributable to a particular activity
Support costs have been apportioned by reference to direct staff costs as an indication of activity and usage

8 EXPENDITURE ON RAISING FUNDS - SOCIAL ENTERPRISE

	2023	2022 (restated)
	£	£
Direct costs:		
Staff costs	398,061	366,319
Resident activities	111,176	109,540
Cost of sales	24,196	42,598
Property rent	46,000	44,000
Utilities	9,560	6,274
Support costs:		
Staff costs	64,466	85,705
Estate maintenance	14,166	19,680
Utilities	9,736	9,809
Vehicle expenses	1,236	1,746
Recruitment & training	4,680	9,943
IT support & supplies	7,938	11,922
Administrative costs	8,527	13,253
Governance	4,330	3,873
Depreciation	28,291	36,168
Total social enterprise expenditure	672,355	759,826
Unrestricted funds	425,016	504,410
Restricted funds	247,339	255,416
Endowment funds	-	-
Movement on funds	672,355	759,826

Direct costs are those which are wholly attributable to a particular activity
Support costs have been apportioned by reference to direct staff costs as an indication of activity and usage

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2023

9 EXPENDITURE ON RAISING FUNDS - OTHER

	2023 £	2022 (restated) £
Direct costs:		
Staff costs	109,670	93,969
Resident activities	4,751	7,360
PR, marketing & website	28,211	31,083
Fundraising events	27,184	32,896
Support costs:		
Staff costs	20,913	21,965
Estate maintenance	4,592	6,046
Utilities	3,159	2,260
Venue expenses	402	449
Recruitment & training	1,521	2,551
IT support & supplies	2,575	3,058
Administrative costs	2,766	3,399
Governance	1,405	983
Depreciation	9,178	9,278
Total raising funds expenditure*	216,337	214,459
Unrestricted funds	216,337	214,459
Restricted funds	-	-
Endowment funds	-	-
Movement on funds	216,337	214,459

Direct costs are those which are wholly attributable to a particular activity

Support costs have been apportioned by reference to direct staff costs as an indication of activity and usage

10 EXPENDITURE GOVERNANCE COSTS

	2023 £	2022 (restated) £
External accounting & tax support	2,040	4,917
Independent external audit	23,164	20,680
Legal & professional	39,169	15,858
Portfolio management	5,371	9,065
	69,744	50,520

11 KEY MANAGEMENT PERSONNEL REMUNERATION & BENEFITS

During the year, and prior year, there were three key management personnel comprising the Chief Executive, the Head of Operations & HR, and the Head of Finance, whose emoluments including employer pension contributions and employer national insurance contributions totalled £199,431 (2022: £254,645).

No trustees received any remuneration or other benefits or reimbursement of any expenses for the year (2022: £nil)

12 STAFF COSTS

	2023 £	2022 £
Wages & salaries	4,458,045	4,701,132
Social security	356,800	351,522
Pension contributions	286,437	309,478
	5,103,282	5,362,133

Employees earning over £50,000, including employer pension contributions:

Between £50,000 and £70,000	2	-
Between £70,000 and £80,000	-	1
Between £80,000 and £90,000	-	1

Average number of staff during the year

	2023 No.	2022 No.
	196	210

During the year no employees (2022: 3) were made redundant and 1 employee (2022: none) received a severance payment. The total costs, including payments in lieu of notice, were £14,807 (2022: £87,356) of which £3 (2022: £50,126) were redundancy payments and £14,807 (2022: £17,300) settlement payments.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023

13 TANGIBLE FIXED ASSETS

	Freehold Property £	Equipment Fixtures & Fittings £	Motor Vehicles £	Total £
Cost				
At 1 April 2022	15,904,920	1,283,388	140,562	17,328,860
Additions	5,043	81,941	6,691	93,675
Disposals	-	(283,385)	(5,000)	(290,385)
At 31 March 2023	15,909,963	1,079,944	142,273	17,132,180
Depreciation				
At 1 April 2022	2,971,120	1,647,223	80,286	4,698,639
Charge for the year	331,886	104,316	17,984	454,196
Eliminated on disposals	-	(285,395)	(2,241)	(287,626)
At 31 March 2023	3,303,006	866,154	96,049	4,265,209
Net book value				
At 31 March 2023	12,606,957	213,790	46,224	12,866,971
At 1 April 2022	12,933,800	236,165	60,286	13,230,251

14 LISTED INVESTMENTS

	2023 £	2022 £
Market value		
At 1 April 2022	1,026,101	904,431
Additions	369,439	57,887
Disposals	(382,607)	-
Unrealised gains/(losses)	(316,361)	63,773
At 31 March 2023	616,572	1,026,101
Historical cost		
At 31 March 2023	845,414	784,345

The listed investments held for both years is a mixture of equities and bonds.

15 SUBSIDIARY UNDERTAKINGS

	2023 £	2022 £
Historical cost at 1 April 2022	1	1
Additions	1	1
Disposals	-	-
Revaluations	-	-
Historical cost at 31 March 2023	(1)	-

There were no investment assets outside the UK.

The Charitys investment in Group undertakings was in The Arthouse at the Meath Limited, a dormant company being closed at Companies House.

The Arthouse at the Meath Limited;

Nature of business: Social enterprise for educating and helping residents of The Meath to make, commercialise and sell art and art images.

Class of shares: Ordinary - 100% holding

Activity: the company was dormant during the year ended 31 March 2023 (2022: Dormant) and applied to be struck off the official register on 29 March :

16 DEBTORS Amounts falling due within one

	2023 £	2022 £
Residents fees	296,164	227,835
Other debtors	55,745	70,625
Prepayments & accrued income	69,268	44,865
	421,177	343,325

Other debtors include £55,225 (2022: £70,225) due from Arthouse Limited that is due after more than one year.

17 FUNDS HELD AND DISBURSED AS AGENT

At 31 March 2023 the charity held monies which are administered as agent on behalf of residents £42,288 (2022: £116,062), and residents' personal monies £101,993 (2022: £243,205). These balances have not been included in these accounts as charity has no entitlement to these funds.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023

18 CREDITORS Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	285,045	146,926
Social security & other taxes	85,425	93,423
Deferred income	89,230	81,902
Other creditors	33,030	40,370
Accrued expenses	309,559	320,145
	802,309	686,706

Deferred income comprises residents' fees and event income received in advance of the period to which it relates.

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	£	£	£	£
Tangible fixed assets	8,482,798	-	-	12,668,971
Investments	918,572	-	4,384,173	918,572
Current assets	1,739,863	174,677	-	1,914,640
Current liabilities	(802,309)	-	-	(802,309)
	10,337,024	174,677	4,384,173	14,895,874
	8,734,274	-	-	13,230,251
Investments	1,026,102	-	4,495,977	1,026,102
Current assets	1,503,650	201,059	-	1,704,709
Current liabilities	(688,708)	-	-	(688,708)
	10,575,320	201,059	4,495,977	15,272,356

20 MOVEMENT IN FUNDS

	Funds at 1 April 2022	Income	Expenditure	Transfers	Gains / (losses)	Funds at 31 March 2023
	£	£	£	£	£	£
Unrestricted funds	1,941,046	7,619,732	(7,480,654)	8,054	(133,952)	1,854,226
General fund	8,734,274	-	(251,476)	-	-	8,482,798
Capital fund	10,575,320	7,619,732	(7,732,130)	8,054	(133,952)	10,337,024
Restricted funds	202,777	282,788	(340,511)	-	-	145,054
Life enrichment programme	(1,718)	46,885	(40,544)	-	-	4,623
Unit families	-	24,000	(15,946)	(8,054)	-	-
Fees board replacement	-	25,000	-	-	-	25,000
Capital appeal	-	-	-	-	-	-
Endowment fund	201,059	378,673	(387,001)	(8,054)	-	174,677
	4,495,977	-	(111,804)	-	-	4,384,173
	4,697,036	378,673	(508,805)	(8,054)	-	4,559,850
Total funds	15,272,356	7,998,405	(8,240,955)	-	(133,952)	14,895,874

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023

20 MOVEMENT IN FUNDS (contd.)

	Funds at 1 April 2021 £	Income £	Expenditure (restated) £	Transfers (restated) £	Gains / (losses) £	Funds at 31 March 2022 £
Unrestricted funds						
General fund	1,749,806	6,969,465	(6,946,954)	4,956	63,773	1,841,048
Capital fund	9,008,163	-	(271,899)	-	-	8,734,274
	<u>10,755,969</u>	<u>6,969,465</u>	<u>(7,218,843)</u>	<u>4,956</u>	<u>63,773</u>	<u>10,575,320</u>
Restricted funds						
Life enrichment programme	152,836	370,429	(315,532)	(4,956)	-	202,777
Unit families	-	5,011	(6,729)	-	-	(1,718)
Covid family visit hub	8,500	-	(8,500)	-	-	-
Covid re-integration	47,876	-	(47,876)	-	-	-
Devices for person centred software	50,520	-	(50,520)	-	-	-
	<u>259,732</u>	<u>375,440</u>	<u>(429,157)</u>	<u>(4,956)</u>	-	<u>204,059</u>
Endowment fund	4,667,781	-	(111,804)	-	-	4,495,977
	<u>4,667,513</u>	<u>375,440</u>	<u>(540,961)</u>	<u>(4,956)</u>	-	<u>4,697,036</u>
Total funds	<u>15,823,482</u>	<u>7,344,905</u>	<u>(7,759,804)</u>	<u>63,773</u>	<u>63,773</u>	<u>15,272,358</u>

Transfers

Transfers relate to surplus funds received which were approved to be released to general fund.

Life enrichment programme

Donations received from trusts, foundations and private donors in support of our life enrichment programme. Through our skills centre, physiotherapy and occupational therapy, our aim is for each person we support to live their life to the full. This programme is supported by National Lottery, Garfield Weston and The Community Foundation for Surrey. In addition to many other supporters.

Unit families

Private funds received from family members for furnishings and equipment on their loved one's unit.

Fuse board replacement

Funds received for the replacement and upgrade of the main house fuse board with increased capacity.

Capital Appeal

Donations received from trusts, foundations and private donors towards the costs of restoration and renovation of our Grade II listed building, which is home to 43 of our residents. These works include new roofing and windows, replacement of the on-call system, air-conditioning, and fire safety adaptations.

Covid family visit hub

Private donation received to provide a temporary building for families to meet away from the units during Covid.

Covid re-integration

Private funding received to enable us to put in place safety precautions for visitors and staff as we reopened the skills centre coming out of lockdown.

Devices for person centred software

Private funding for the purchase of hand-held devices to be used by our care staff to run a care management system recording personal details for the people we support.

21 OPERATING LEASE COMMITMENTS

Future minimum lease payments under non-cancellable operating leases:

Within one year	25,262	14,139	69,058	5,093
Between one and five years	16,138	37,573	37,704	10,952
In more than five years	-	-	-	-
	<u>71,400</u>	<u>51,712</u>	<u>106,760</u>	<u>16,015</u>
Total lease payments made during the year	81,195	7,606	89,058	10,460

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023

22 PENSION COMMITMENTS

During the year £284,517 (2022: £309,478) was paid into the group personal pension scheme. Outstanding liability at the balance sheet date was £34,466 (2022: £39,795).

23 RELATED PARTY DISCLOSURES

Arthouse Unlimited (charity number 1177800)

On 31st May 2018 the business activities of the subsidiary undertaking The Arthouse at The Meath Limited were demerged to Arthouse Unlimited, an independent charity.

At the year end £55,225 was due to The Meath Epilepsy Charity (2022: £70,225).

Income related

Unrestricted donations received from trustees and senior management during the year £5,454 (2022: £1,152)

Expenditure related

A close family member of the former CEO was employed during the year, receiving remuneration totalling £2,777 (2022: £8,156).

A close family member of the former Head of HR & Operations is the owner of a business that has an interest in contracts and supplies totalling £51,037 (2022: £90,878). At the balance sheet date £5,104 was unpaid (2022: £8,494).

A close family member of the former Head of HR & Operations was employed during the year, receiving remuneration totalling £nil (2022: £4,973).

24 ULTIMATE CONTROL

The charity is controlled by the Trustees Directors of The Meath Trustees Company.

MEATH EPILEPSY CHARITY

England & Wales - Charity number 200359

Accounts

Report of the Trustee & Financial Statements for the year ended 31 March 2022

Registered Charity Number: 200359



"The Meath is the most exceptional place and should be used as a blueprint for all care homes"

Meath Relative



130
YEARS

Recognising Ability
Since 1892



Recognising Ability

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TheMeathCharity



TheMeathCharity

TABLE OF CONTENTS

	Page (s)
Statement from the Co-Chairs of Trustees	3
Objectives & Aims	4 – 6
Achievements & Performance	6 – 8
Recruitment & HR	8 – 9
Fundraising & Marketing	9 – 10
Financial Review	10 – 11
Plans for the Future	12
Structure, Governance & Management	12 – 14
Reference & Admin	14 – 15
Statement of Trustee Responsibilities	16
Independent Auditors Report	17 – 19
Consolidated Financial Statements	20 - 32

OBJECTIVES AND ACTIVITIES

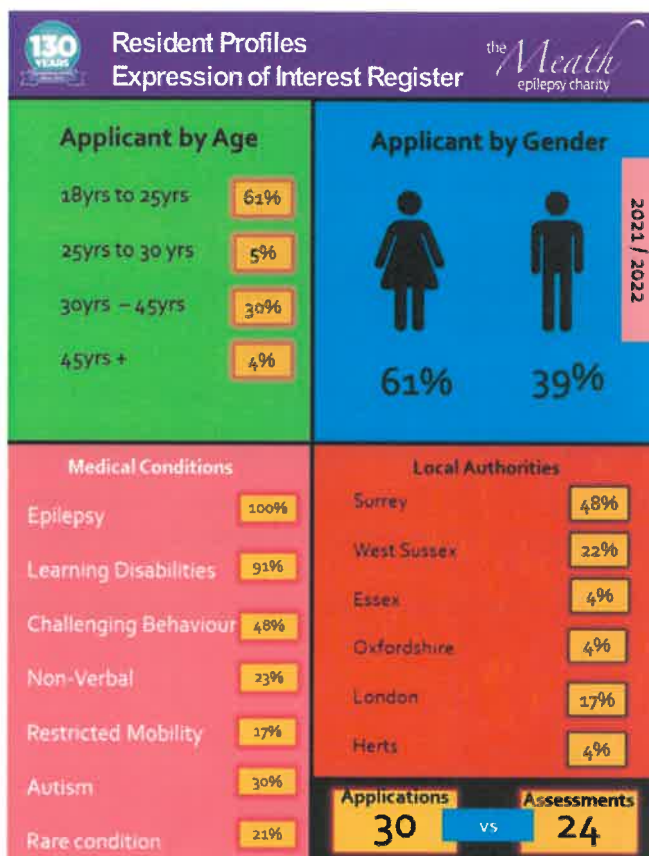
ACCOMMODATION & SUPPORT SERVICE

Progressive pathway

The Meath offers a complete progressive pathway of specialist care and support for people aged 19 years onward who are affected by complex epilepsy and additional challenging disabilities. From 24 hour, high needs registered care, through to a few hours support in a person's own tenancy, our range of living options span the divide and offer flexible, tailored solutions to cater for individual needs.

Entering the lockdown period, we were carrying two voids and unable to undertake client assessments due to the COVID-19 restrictions. We found ourselves with an additional four voids during the 2021 pandemic era. However, in September 2021, as soon as restrictions were relaxed, we began to carry out assessments. This as we know, is a lengthy process which can take up to nine months. We had 15 clients on our expression of interest register, with a further nine direct enquiries. A total of 24 assessments were carried out between September to date, with five of the six placements having been filled, with a further offer of placement pending. Due to the overwhelming demand for placements at The Meath, we have used the exercise to create a strong reserve list of nine suitable clients for any future voids.

We currently have 80 residents.



Profiling data of clients assessed 21/22

STATEMENT FROM THE CO-CHAIRS OF TRUSTEES

The Meath Epilepsy Charity will mark its 130th anniversary this year. The charity continues to deliver specialist person-centered care services for adults living with complex epilepsy and associated disabilities. The shortage in specialist epilepsy care providers across the UK means that we remain a sought-after residential home, with an ever-growing waiting list.

Over and above the person-centered care, we encourage independence and resilience. We have invested in social enterprises to support this initiative with the aim of 'recognising ability'. This includes a vast array of activities, both educational and social, provided on-site at The Meath in our Skills Centre, as well as in the local community.

Over the last year, we have launched a number of exciting therapeutic services, to include reflexology, massage and aromatherapy, all designed to help the mental and physical wellbeing of the people we support in the dedicated therapy suite. This is an important area of The Meath that will grow and develop over the coming years.

Although we receive funding for the 'care elements' of the service we provide (from local authorities), we continue to be subject to cuts and restrictions and the situation looks to remain this way for the foreseeable future. We rely heavily on our fundraising team's excellent efforts to fill the funding gaps to enable us to provide all the extra social activities and wellbeing support.

The annual Awards Ceremony was held in February 2022 after a 2-year hiatus due to COVID-19 measures and was hosted and organised superbly by the Skills Centre team. The event was extremely motivational, well attended and recognised the residents' achievements during their activities and sessions throughout the last year.

We are delighted to continue to receive support from our wonderful supporters and donors, including The National Lottery, Community Foundation for Surrey, Garfield Weston and many individual donors who wish to remain anonymous. With some expected Board retirements last year, we began a Trustee recruitment campaign in June 2021 and recruited four exceptional Trustees to the Board in January 2022 – Karen Thurston, Helen Pernelet, Nick Fenton and Chris Alder. We would also like to express our sincere thanks and gratitude to those Trustees who have recently retired – Dr Jonathan Moore, Tony Röbin, Jane Wybrew and Robin Gourlay.

Thank you to our Patrons, Trustees, Volunteers and supporters and of course, the CEO, Lindsay Perryman, her Senior Management Team, and all of the staff at The Meath for their hard work and commitment over the last year.

We take great pride in supporting The Meath as Co-Chairs and look forward to developing and enhancing the wonderful life enrichment services to the people we support in an exciting, if challenging, year ahead.

The Board of Trustees presents its report with the financial statements of The Meath Epilepsy Charity for the year ended 31 March 2022.



Graham Healy & Anna Coss
Co-Chairs of Trustees

Structure of Residential Houses

The CEO introduced a new management structure for the residential arrangements at The Meath, agreed by the Trustees. The previous structure was 'outdated' and a new model was developed. The purpose of the re-structure was to improve accountability and increase development opportunities. There are now three Registered Managers in post, with a fourth awaiting registration. In addition, each Registered Manager has been appointed a deputy, to support them in dual managing multiple houses. The four Registered Managers report directly to Tracy Toth – Head of Residential Services & Supported Living.

Meath Supported Living

We also offer high-quality assistance to people living in their own tenancies through Meath Supported Living. Through this service, we can provide people with precisely tailored support, be it every day or for a few hours each week, in the privacy of their own homes and to suit their personal budget.

There are currently eight residents living across three residential houses in nearby Godalming. Meath Supported Living clients are encouraged to join in with activities and events within The Meath community. The Meath Supported Living team is overseen by a Care Manager (reporting to Tracy Toth – Head of Residential Services) and ably assisted by six long-serving Support Workers to help with daily chores, managing medical appointments, attending social events as well as supporting clients with their mental wellbeing and monitoring their epilepsy. A number of the clients regularly volunteer in the local community, as well as one member being employed on a 'part-time' basis at a retailer in Godalming.

THE HEALTH CARE & WELLBEING TEAM

The Health Care team has undergone significant staff changes in the last 12 months with the employment of: 1x occupational therapist (21 hrs. per week), 2x physiotherapy assistants (2 x 20 hrs per week), 1x Complementary therapist (x 15 hrs per week) , and 1x 'full-time' nurse following the retirement of the long serving epilepsy nurse.

Health

The Meath's long-serving Epilepsy Nurse retired in February 2022 after 20 years service. A new Registered Nurse was appointed in December 2021. Throughout the former nurse's tenure, a series of excellent relationships between The Meath and numerous London neurology hospitals were developed resulting in various specialty consultant-led clinics being held on-site at The Meath's premises. This arrangement greatly benefits the people we support and avoids the inconvenience of having to travel into London. The most recent consultant-led neurology clinic was held in partnership with the National Hospital. A further clinic has been arranged for August 2022.

There is collaborative working with local NHS services (e.g. continence services, district nursing and community Learning Disability teams) and also with national specialist services such as VNS clinics from Kings College, London, plus services such as neurogastric and neurourology from The National Hospital for Neurology and Nervous Disease (NHNN) at Queen Square. Regular clinics with Neurologists require reports and statistics regarding seizure numbers and types and responses to medication to ensure drug management and changes are timely and accurately monitored.

The nursing team work closely with the local GP service to provide a responsive and consistent service through twice weekly clinics. Each resident receives an annual medical and easy access to GP services.

Physiotherapy

The physiotherapy service provides treatment to those with the most significant physical disability either as 1:1 or in cases of highest need 2:1. The team provides advice on handling, exercises for staff to carry out with residents and in the management of long-term conditions. They are involved in running a swimming club and yoga, to facilitate health and wellbeing. The lead physiotherapist is a trained manual handling advisor and carries out all the risk assessments for handling Meath wide which are all reviewed annually in keeping with current legislation.

We have a dedicated gym space with many pieces of equipment suitable for those with disabilities. A new matted area to facilitate floor-based exercise and visual feedback through the mirrored wall has led to an expansion of the use of the gym to include more free movement and weights.

Occupational Therapy

The Occupational Therapy team has two highly qualified occupational therapists, involved in many aspects of the residents' support; assessing, bathing, eating or seating equipment or independent travel training, and psychological support, with insight into living with long term disability and the mental health challenges this can bring. Maximising independence is always the aim.

Complementary Therapist

A new Sensory Room was opened in 2020 and a Complimentary Therapist was appointed in September 2021 to offer a variety of therapies to the people we support – such as reflexology, head massage and aromatherapy. We aim to make these therapies available to as many residents as possible.

Therapy Funding

One quarter of the resident weekly physiotherapy and occupational therapy hours are covered by the resident's Continuing Healthcare Funding. The remaining $\frac{3}{4}$ of the hours are covered via the Fundraising Team.

Public benefit

The Trustee Directors confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

The Trustee Directors consider the Charity benefits the public by supporting and providing accommodation for individuals with epilepsy and meets the needs of the wider community via these and other services it provides. Fees are reviewed on a needs basis and most residents are funded by local authorities.

ACHIEVEMENTS & PERFORMANCE

RESIDENTIAL CARE SERVICES

COVID-19 & Recognition of Staff

The staff team's dedication has been exemplary. The team have worked tirelessly throughout the year, often with skeleton staff due to the ongoing recruitment challenges within the health & social care sector.

A comprehensive escalation plan was implemented by the CEO to manage any outbreaks of COVID-19 within the residential services. To date, only one resident was hospitalised and subsequently discharged. All other positive cases have been successfully managed within The Meath safety and infection control policies and procedures. Two COVID-19 vaccine clinics have been held on-site, carried out by a GP & a nursing team. A flu vaccine clinic was organised on-site for further protection, and The Meath was also fortunate that the majority of staff chose to take up the COVID-19 vaccine and booster programme.

The Meath continue to have safety restrictions in place within the residential care homes for extra protection. The measures within the non-regulated areas of the organisation have been relaxed in line with the government's 'living with Covid' guidelines. Colleagues have the option to personally maintain the previous safety measures if they wish and families were delighted when restrictions were lifted in March 2021 to visit their relatives on-site. We thank The Meath families for being exceptionally considerate and respectful of all policies.

In March 2022, we held an annual Awards Ceremony, recognising the dedication of staff and colleagues who had gone the 'extra mile'. A number of the residents were also rewarded for their support and encouragement of their peers during the pandemic.

CQC Grading & Local Safeguarding

In September 2021, we were delighted to receive a 'Good' rating following the CQC inspection. The result is testament to the staff team's efforts in improving the service they provide and ensuring compliance across the main KLOE (Key Lines of Enquiry) standards. The inspectors noted an improved atmosphere and staff morale since the previous inspection. The result has certainly raised employee satisfaction and our standing within the health & social care sector, as well as in the local community.

A recent routine safeguarding inspection also resulted in a satisfactory and compliant outcome. The focus for the residential care team is to maintain all the 'best-practice' efforts following the recent inspections and continue to look at ways to improve and enhance the services that we offer.

New Person-Centered Care System

In 2020, we started to look at the software used for recording the personal data, medication records and daily activity for the people we support, and found that a more modern and bespoke platform was required. The PCS (Person Centered Care System) was introduced in October 2021 and rolled out over a 3 month period across The Meath, however, the ongoing fall-out of the pandemic and significant shortage of staff and thus staff turnover means that further training and development of the product is required. However, the new system, operated by mobile phone size devices is being well received, and in time, will prove much more convenient for instant access or updates.

Summary of Residential Care Services

Whilst there have been many celebrations and achievements over the last year, the main challenge facing the residential care team is the recruitment of support workers. It has always been difficult to attract and retain talent within the sector, despite the staff benefits and competitive pay on offer. We constantly review new ways to attract and retain staff.

SOCIAL ENTERPRISES

The Meath's social enterprises include:

- Skills Centre – an on-site activities centre.
- Changing Perceptions – coffee shop and upcycling workshop based on Godalming High Street.
- Café Meath – on-site cafeteria for staff, residents and visitors.
- And we encourage off-site activities and outings, e.g. horse riding, playhouse, picnics, relaxed cinema & Arthouse.

It is important to note that the social enterprises have been significantly impacted by COVID-19 measures, both financially and socially. A commercial review is currently being undertaken in light of the post-pandemic landscape.

Skills Centre

The Skills Centre offer a series of activities on a timetable basis, 5 days per week. Activities include; art classes, news & debate, loom knitting, cooking, yoga, performing arts and gardening.

As the pandemic impact recedes, The Meath is increasing the number of residents who can attend each activity, in a relaxing and safe way. The team have continued to be creative during the restrictions and have adopted new outdoor areas for activities such as tennis and archery and have introduced walking groups to help with fitness.

Unfortunately, the income stream from external clients has reduced by approx. 60% since the pandemic. The goal for this year is to increase numbers and advertise the diverse range of activities on offer.

The highlight for the Skills Centre team in 2021 was The Meath resident's art exhibition at Godalming Museum. The artists received high praise for their work and were commended for the professionalism of the designs. One resident managed to sell two paintings and was commissioned by the Lord Lieutenant of Surrey to design a Christmas card. The talented resident's dream is to now create his own art exhibition.

The Meath partnered with the education charity ASDAN in 2021 to offer a range of courses to the people we support within the Skills Centre. Accredited courses which cover a broad range of topics such as; Life Skills, I.T, Horticulture and Health & Fitness will be available later in 2022. These courses will give the people we support a real sense of achievement, allowing them to look back on their own documented successes.

Café Meath

The Café remains a hub of The Meath for the people we support to meet with their friends and enjoy a bite to eat with their families and special events, such as resident birthday parties. The future viability of Café Meath will be reviewed over the coming year.

Changing Perceptions

Changing Perceptions was significantly impacted by the pandemic, and greater competition from other coffee shops within the High Street. The residents who attend their woodwork sessions continue to enjoy their visits to Changing Perceptions and we have been delighted to have been able to welcome back the volunteers to support us. An additional woodwork session has been introduced at The Meath, within the Skills Centre to allow the opportunity for those residents with mobility needs to join in, which is working very well.

The highlight for Changing Perceptions in 2021 was the Royal Visit. The Meath were privileged to welcome HRH The Countess of Wessex for a visit in November 2021. The purpose of the visit was to thank the keyworkers for all their efforts during the pandemic. A number of residents, staff, families and volunteers were invited to join in the celebrations and were treated to a special afternoon tea. The visit was a real success, in particular, the Fundraising Team were commended for their professionalism and support in arranging the event.

RECRUITMENT & HR

Recruitment

The single biggest challenge for The Meath continues to be the difficulty in recruiting and retaining staff, in line with the health & social care sector nationally. The sector in England had an average vacancy rate of 9.1% in 2021. Furthermore, The Meath expected to lose up to 29 colleagues during the 'no job, no job' requirement for care homes. However, we only lost four members of staff.

A number of additional care staff joined during the pandemic, however, many of those returned to their original roles once their employment sectors re-opened and it has been difficult to re-hire.

A comprehensive benchmarking exercise was carried out in November 2021 to compare The Meath's staff benefits with the competition. We are in the upper range of salaries in Surrey. A new enhanced employee assistance programme had recently been launched to further appeal to colleagues. The reasonable pay and staff benefits are attractive (but can always be improved), however, we are developing a 'best-practice' training & induction programme in order to retain the best talent and develop their skills.

We have introduced:

- New induction programme.
- Introduction of a 'buddy-system' to partner up new staff with experienced colleagues.
- Exit interview feedback & survey.
- Culture change – we have appointed an external provider to support us with a culture programme.
- Clear progression opportunities.

We will be concentrating on the recruitment and hiring of employees throughout the coming year.

Training & Induction

We have been reviewing the current induction process and supporting managers with 'best-practice' ideas on how to welcome and upskill new colleagues during their probation period. This is an ongoing project and new employee engagement ideas will likely be rolled out in due course to further support morale.

In addition, it has been noted that development plans and promoting the QCF Health & Social Care qualifications, amongst other professional courses is required to attract those looking to make a career in the industry. A number of colleagues at The Meath have progressed through the ranks over the years and achieved a desirable job and good earnings potential. The Recruitment Co-Ordinator plans to capitalise on these success stories to help attract applicants.

The Meath employs a dedicated Training Manager to support the mandatory training needs of the care staff, i.e., Epilepsy Awareness, Manual Handling, First Aid, Food Hygiene, etc. The Trainer joined the HR team in September 2021 and is also supporting with employee relations and buddying skills, as well as recently being appointed the QCF Internal Assessor.

The Training Manager is committed to promoting the QCF Level 2 and 3 Health & Social Care qualifications to teach 'best-practice' standards of care to the staff. It has been noted that 52% of staff at The Meath have achieved their Level 3 QCF. This is a good result and higher than the national average of 40%.

Staff Wellbeing

As across numerous organisations, many colleagues have felt stressed and vulnerable during the pandemic and have needed health & wellbeing strategies. Managers have been trained in supporting colleagues with wellbeing action plans, as well as mediation skills to help with staff conflict due to increased stress and anxiety levels.

In addition, colleagues within the residential care team have recently enrolled on Mental Health First Aid courses to boost the support to their teams in this important area. The newly launched employee assistance programme has an emphasis on mental wellbeing support techniques and helplines for advice.

FUNDRAISING & MARKETING

Despite the very rapidly changing fundraising landscape, the Fundraising Team, for the fourth successive year, has exceeded its challenging target.

We are delighted to have secured £561,453 this year. We are so very grateful to everyone who has supported us through this difficult year as we emerge from the pandemic. Never has each and every donation been so highly valued and needed. Thank you.

The majority of our funders wish to remain anonymous, but we are pleased to confirm we have restricted grants from National Lottery Community Fund, Garfield Weston and the Community Foundation for Surrey. We are very fortunate to have ongoing support from a variety of individuals, organisations, and Trusts. We thank them all for helping us to continue our valuable work enabling and empowering extremely vulnerable individuals to live safe, happy, and fulfilled lives.

The Charity is committed to providing the outstanding level of care and support that residents and day clients receive, the variety of opportunities, combined with specialist care and support, comes at a significant cost. The people we support receive funding from their own Local Authority for a basic care package. The income raised by the Fundraising team covers the cost of non-statutory services and equipment and covers the cost of all the extra activities, services or equipment that mean so much to those in our care. As was highlighted in last year's report, the focus for 2021/22 has been on core funding, strengthening the Charity's financial position and building reserves and this will remain our focus for 2022/23.

Events Highlights

We were very pleased to be able to host two golf days and the premier of the new James Bond film despite the numerous challenges the pandemic brought. We are so grateful to everyone for supporting these events.

Our fundraising concert at Glyndebourne has been postponed for the third time and will now take place on 11th April 2022.

FINANCIAL REVIEW

Corporate Appointeeship

Some services we have historically provided are now recognised to pose a conflict of interest and are no longer appropriate. We are working together with parents and guardians to ensure client monies are transferred to legal representatives.

Westbrook Housing

Historically we have managed our supported living services through a separate entity, Westbrook Housing. With effect from 1 April 2022, the remaining assets and liabilities of Westbrook Housing were merged with those of The Meath and Westbrook Housing has since been dissolved.

COVID-19

COVID-19 furlough support continued at the beginning of the year; this together with actions taken during 2021 meant we did not incur significant additional costs. There has, however, been a knock-on impact (see below) in retention and recruitment of care staff in general.

Residential Vacancies

Due to the pandemic, people have understandably been reluctant to move and vacancies have proved difficult to fill. This coupled with the often lengthy lead time to complete the required assessments has meant we carried more vacancies than usual during the year which has contributed a £131,553 shortfall in fees.

Staff Vacancies

As widely reported, the care sector struggled to fill vacancies during the pandemic and continues to do so, resulting in a heavy dependency on agency staff which has had a significant impact on costs.

Operating Results

Net deficit for the year £351,126 is after crediting COVID-19 support grants £104,709, crediting donations and legacies £632,890, and charging depreciation £471,769. A significant proportion of donations and legacies £198,373 has been to support core salary costs in the Skills Centre and healthcare teams.

Going Concern

The Charity's business plan for March 2024 has been forecast to include: fees in respect of new residents, planned uplift in entry level hourly rates, and increases in utility costs. Whilst this shows the Charity will have adequate reserves and will be able to meet its liabilities as they fall due costs continue to be closely monitored. Accordingly, the Trustees continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The Trustees recognise the need for the Charity to have sufficient reserves to be able to meet its charitable obligations and provide for a stable and sustainable future. The current policy is to build the unrestricted general fund to a level that covers 3 months' expenditure plus any one-off major capital projects. Unrestricted general fund at 31 March 2022 amounted to £1,841,045 representing 4 months' average fixed costs.

Investment policy and objectives

Investments had a value of £1.0m at 31 March 2022. The Trustee directors can make such arrangements as they think fit for the investment of the charity's funds and have regard to the likely timing of major future development expenditure and the level of market prices when making decisions on investments. Social, environmental and ethical aspects of making investments are regularly reviewed by the Trustee directors together with the Charity's investment advisers.

Principal Risks & Uncertainties

The main risks identified by the Board are:

- Reliance on fees from Local Authorities,
- Inability to raise funds for future developments/refurbishments,
- Poor property maintenance leading to major repair costs,
- Lack of ability to recruit staff and poor staff retention,
- Breach of employment legislation,
- Serious failure to meet care standards.
- A serious outbreak of COVID-19 at The Meath for residents, staff, or both.
- Escalating costs, especially utilities.

The processes to mitigate these risks are summarized below:

- The aim is to provide value for money specialist care and maintain excellent communication with the Local Authorities.
- The Charity employs fundraising professionals and plans are fully funded before initiating developments.
- A rolling maintenance programme is operated with professional advice. The Charity offers excellent opportunities and is constantly reviewing the recruitment offers and staff development.
- An HR professional specialist is retained to minimise this risk.
- Staff training is undertaken to maintain and improve high care standards.
- Constant evaluation by the CEO and Senior Leadership Team of the COVID-19 risk assessment and safety procedures.
- Costs and variances are closely monitored through reporting and budget delegation.

PLANS FOR THE FUTURE

The COVID-19 pandemic has put The Meath through rigorous strategic-resilience tests. The primary objectives achieved have been to adapt new processes and procedures to remain in line with government guidelines and maintain the safety of residents and staff alike. This has resulted in some of our objectives being deferred. A summary of progress made on objectives is below:

Summary of the Charity's Objectives 2022-23

Objective	Outcome
To increase the external clients to the Social Enterprises and promote the services to the local community.	In progress – currently building relationships with external providers. Some former external clients have already returned since the restrictions have eased.
To stabilise the recruitment situation and focus on retention, training & development.	Ongoing challenge – additional resource has recently been deployed to the team.
To maintain full occupancy	Will be complete by September 2022.
To conduct a procurement review to ensure all expenditure is fit for purpose.	To be reviewed.
Remove the 'conflict of interest' of The Meath being the appointee for the people we support.	In progress – expected completion by March 2023.

STRUCTURE, GOVERNANCE & MANAGEMENT

The Charity

The charity (Registered Charity Number 200359) is unincorporated and registered with the Charity Commission in England and Wales. It is governed by its Trust Deed last amended on 25 May 2015.

- Epilepsy is covered by the Equality Act in England, Scotland and Wales, and the Disability Discrimination Act in Northern Ireland.
- Most importantly, many people with complex epilepsy can take part in the same activities as everyone else given the appropriate help and with simple safety measures applied.

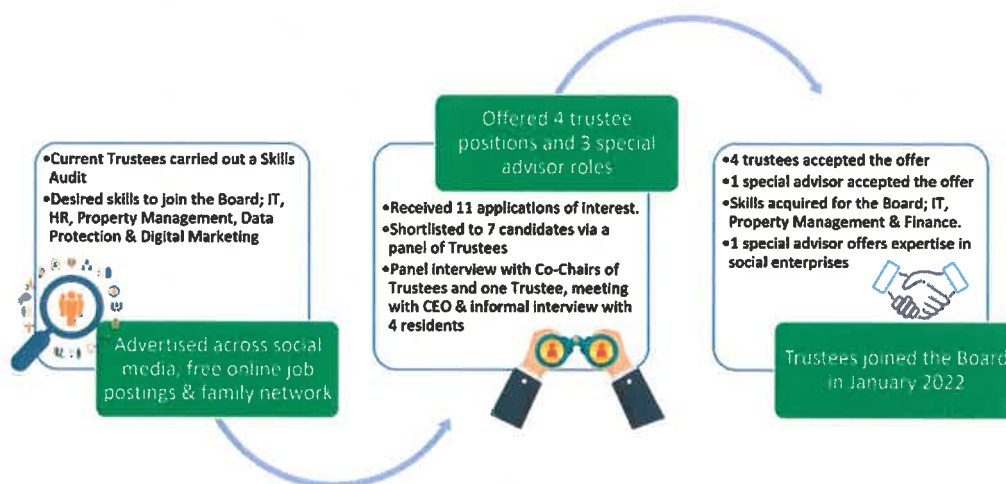
Recruitment and appointment of new Trustee Directors

The Trustee Directors are Directors of The Meath Trustee Company Limited. They are recruited to maintain a balance of skills, qualifications, and experience to ensure that the Charity and its property are managed efficiently and knowledgeably. When a vacancy occurs, a profile of the new Trustee Directors is agreed, with suitable candidates identified possessing the expertise required. References are obtained for any new Trustee Director, including a criminal records bureau check.

All new Trustee Directors are given a copy of the Charity Commissioners' booklet on the responsibilities of a Trustee. A file of essential information is provided as part of their induction programme. An updated Governance Manual and Code of Conduct for Trustees was produced, which will be reviewed annually. Each new Trustee Director is appointed for an initial term of four years. Once elected they do not have to be re-elected annually, but they do have to stand down at the end of their four-year term. Trustees are entitled to stand for re-election for a maximum of three terms.

In 2021, the Co-Chairs of Trustees successfully recruited four new members to the Board to plan for at least three members retiring.

The 2021 Trustee Recruitment Process / Cycle



The recruitment campaign attracted some very high-calibre individuals, resulting in one special advisor role being accepted to counsel on specific committees. Special Advisors would have an opportunity to consider a position on the Board in 12 months' time if mutually agreed. Currently, there are 12 Trustees in total, four having joined in January 2022 following the successful recruitment campaign.

Organisational Structure

The Chief Executive is responsible for the strategic and day-to-day management of the Charity and reports to the Committee of Management, who are Trustee Directors of the Charity. The strategic direction of the organisation is determined by the CEO with the Trustee Directors, who have overall responsibility for the Charity. The Trustee Directors also ensure that the Charity adheres to the policies and procedures laid down by the Charity Commission and the Care Quality Commission. To fulfil this role, the Trustee Directors have established the following sub-committees: Social Enterprises, Finance and Risk, Fundraising and Communications, Health and Social Care, Property and Developments and Nominations and Remunerations Committee. These committees report regularly to the Board where decisions are formally agreed. From May 2022, the structure of the meetings will be changing to include more frequent Board meetings, less committees and a new opportunity for Trustees to get involved in Task & Finish groups with the purpose of looking for cost efficiencies within the commercial areas of The Meath.

Arrangements for setting pay of key management

Remuneration of the Chief Executive is decided by the Trustee Directors after consideration of the level paid to comparable organisations and an assessment of performance. The level of remuneration and increases paid to Senior Executives reporting directly to the Chief Executive are proposed by the Chief Executive and agreed by Trustee Directors.

Risk and Corporate Governance Matters

Trustee Directors are responsible for the management of risk faced by the Charity and treat risk management as a priority. Risk awareness is emphasised throughout all levels of the organisation. Risks are identified, assessed and controls are applied throughout the year by senior management and staff employed by the Charity. Each risk has been grouped and evaluated according to priority and assigned to one of the five sub-committees for detailed annual review, with the assistance of senior management, and to check that procedures have been established to mitigate those risks.

The Finance and Risk Committee formally reviews the entire risk management process annually. There is a major incident plan that operates immediately when a serious incident has been identified, and all the other risks are managed daily. The Charity is subject to regular inspections by the Care Quality Commission (CQC) and is required to conform to the National Care Standards.

Health and Safety

As an employer, the Charity holds Health and Safety matters as paramount, working to the Health and Safety at Work Act 1974 and other associated legislation. The Chief Executive is responsible for monitoring The Meath's policy and its implementation, maintenance, and ongoing review.

The Charity has a procedure for reporting accidents, diseases and dangerous occurrences to the Health and Safety Executive and the National Care Standards Commission, with all records being kept for inspection.

Funds held as custodian for others

The Charity acts as appointee for those residents who are unable to, or choose not to, operate their own personal finances. These funds are held in a designated bank account with the money available to each individual resident upon request. In common with other charities, this arrangement is now recognised as a conflict of interest, we are therefore taking action during 2021/22 to make suitable alternative arrangements for our residents.

Related parties

Dr Colin Stokes MBE is a Patron of The Meath and Chairman of Arthouse Unlimited. Anna Coss is a Trustee of The Meath and a Trustee of Arthouse Unlimited. Arthouse Unlimited is a social enterprise through which The Meath is able to provide stimulating activity sessions and an outlet for artistic talent.

Apart from the above, no other Trustee Directors of The Meath have connections with any other interested parties.

REFERENCE & ADMINISTRATION

The Meath Epilepsy Charity - Registered Charity number: 200359

The Charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. This was founded under the name "The Meath Home for Epileptic Women and Girls" in a Conveyance and Declaration of Trust dated 28th October 1896. The latest change to the governing document was during May 2015.

The Meath Trustee Company Limited - Registered Company number: 5822835

The Meath Trustee Company Limited was incorporated on the 19th of May 2006 and is the Trustee of The Meath Epilepsy Charity.

Principal address

Westbrook Road
Godalming
Surrey GU7 2QH

Contact details

Telephone: 01483 415095
Email: info@meath.org.uk
Web: www.meath.org.uk

Patrons

HM Lord-Lieutenant of Surrey, Michael More-Molyneux
The Baroness Parminter of Godalming
The Rt. Hon. Jeremy Hunt MP
John Jeffrey MBE
Richard Lockwood
Lesley Lockwood
Dr Colin Stokes MBE

THE MEATH EPILEPSY CHARITY REPORT OF THE TRUSTEE
FOR THE YEAR ENDED 31 MARCH 2022

Trustee Directors

Anna Coss – Co-Chair of Trustees
Graham Healy – Co-Chair of Trustees
Mark Dumas
Tim Bloomfield
Malcolm Ring
Dr Penny Wade
Tony Röbin – resigned July 2021
Dr Jonathan Moore – resigned July 2021
Robin Gourlay – retired December 2021
Karen Thurston – appointed January 2022
Chris Alder – appointed January 2022
Helen Pernelet – appointed January 2022
Nick Fenton – appointed January 2022

Chief Executive & Senior Management Team

Chief Executive

Lee Bennett (joined September 2022)
Lindsay Perryman (left June 2022)

Head of HR & Operations

Joanne Axton

Head of Fundraising

Lucy Miguda

Head of Finance

Andrew Bagley

Head of Compliance & Training

Michelle Plumb

Registered Manager

Tracy Toth

Auditor & Advisors

Auditor: Crowe U.K. LLP, 55 Ludgate Hill, London, EC4M 7JW
Bankers: Lloyds Bank Plc, 49 High Street Godalming Surrey, GU7 1AT
Investment Advisor: JM Finn & Co, 4 Coleman Street London, EC2R 5TA

STATEMENT OF TRUSTEE RESPONSIBILITIES

The Trustee Directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed requires the Trustee Directors to prepare financial statements for each financial year which give a true and fair view of the situation of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period. In preparing those financial statements, the Trustee Directors are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charity SORP.
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustee Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustee Directors are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

APPROVED ON BEHALF OF THE TRUSTEES



Anna Coss & Graham Healy (Co-Chairs of Board of Trustees)
The Meath Trustee Company Limited

16 November 2022

Independent Auditor's Report to the Trustees of The Meath Epilepsy Charity

Opinion

We have audited the financial statements of The Meath Epilepsy Charity ('the charity') and its subsidiary ('the group') for the year ended 31 March 2022 which comprise the Consolidated Statement of Financial Activities, Consolidated and Charity Balance Sheet, Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charity's affairs as at 31 March 2022 and of the group's income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the parent charity's or the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit:

- the information given in the Trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the group and parent charity and their environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement (as set out on page 17) the Trustees (who are also the directors of the parent charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the parent charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the parent charity and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the parent charity's and the group's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the parent charity and the group for fraud. The laws and regulations we considered in this context for the UK operations were CQC Regulations for service providers and managers, General Data Protection Regulation (GDPR) and Health and Safety Legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management, and the Finance & Risk Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, agreeing a sample of resident contracts to financial records and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the parent charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



1st December 2022

Julia Poulter

Date

Senior Statutory Auditor
For and on behalf of
Crowe U.K. LLP
Statutory Auditor
London

Crowe U.K. LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

GROUP	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
		2022	2022	2022	2022	2021	2021	2021	2021
		£	£	£	£	£	£	£	£
Income									
Donations & legacies		298,122	334,768	-	632,890	325,128	446,626	-	771,754
Charitable activities	2	6,310,171	-	-	6,310,171	6,318,964	-	-	6,318,964
Social enterprise		181,570	-	-	181,570	30,783	-	-	30,783
Fund raising events		29,226	40,671	-	69,897	34,616	32,070	-	66,686
Investment income	3	24,128	-	-	24,128	23,035	-	-	23,035
Other income	4	104,709	-	-	104,709	346,352	-	-	346,352
		<u>6,947,926</u>	<u>375,439</u>	<u>-</u>	<u>7,323,365</u>	<u>7,078,878</u>	<u>478,696</u>	<u>-</u>	<u>7,557,574</u>
Expenditure									
Charitable activities	5	6,814,287	56,396	111,804	6,982,487	6,481,448	134,668	111,804	6,727,920
Social enterprise	5	577,726	975	-	578,701	235,769	40,982	-	276,751
Raising funds	5	177,076	-	-	177,076	182,506	-	-	182,506
		<u>7,569,089</u>	<u>57,371</u>	<u>111,804</u>	<u>7,738,264</u>	<u>6,899,723</u>	<u>175,650</u>	<u>111,804</u>	<u>7,187,177</u>
Net income / (expenditure)		(621,163)	318,068	(111,804)	(414,899)	179,155	303,046	(111,804)	370,397
Net gain/(loss) on investments		63,773	-	-	63,773	95,093	-	-	95,093
Transfer between funds	14	376,743	(376,743)	-	-	157,235	(157,235)	-	-
Net movement in funds		(180,647)	(58,675)	(111,804)	(351,126)	431,483	145,811	(111,804)	465,490
Total funds brought forward		<u>10,755,968</u>	<u>259,732</u>	<u>4,607,781</u>	<u>15,623,481</u>	<u>10,324,485</u>	<u>113,921</u>	<u>4,719,585</u>	<u>15,157,991</u>
Total funds carried forward		<u>10,575,321</u>	<u>201,057</u>	<u>4,495,977</u>	<u>15,272,355</u>	<u>10,755,968</u>	<u>259,732</u>	<u>4,607,781</u>	<u>15,623,481</u>

CONTINUING OPERATIONS

Income and expenditure has arisen from continuing activities.

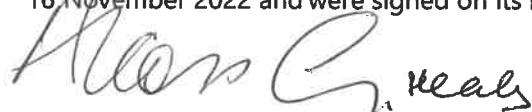
The notes form part of these financial statements

CONSOLIDATED BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	Consolidated		Charity	
		2022	2021	2022	2021
		£	£	£	£
Fixed assets					
Tangible assets	8	13,230,251	13,613,944	13,230,251	13,613,944
Listed investments	9	1,026,101	904,431	1,026,101	904,431
Subsidiary undertakings	9	-	-	1	1
		<u>14,256,352</u>	<u>14,518,375</u>	<u>14,256,353</u>	<u>14,518,376</u>
Current assets					
Debtors: amounts falling due within one year	10	343,325	554,571	343,325	554,570
Bank balances & cash in hand	11	<u>1,361,384</u>	<u>1,423,294</u>	<u>1,361,384</u>	<u>1,423,294</u>
		1,704,709	1,977,865	1,704,709	1,977,864
Current liabilities					
Creditors: amounts falling due within one year	12	<u>688,706</u>	<u>872,759</u>	<u>688,706</u>	<u>872,759</u>
Net current assets		<u>1,016,003</u>	<u>1,105,106</u>	<u>1,016,003</u>	<u>1,105,105</u>
Total assets less current liabilities		<u>15,272,355</u>	<u>15,623,481</u>	<u>15,272,356</u>	<u>15,623,481</u>
Charity funds					
14					
Unrestricted:					
General fund		1,841,045	1,749,805	1,841,046	1,749,805
Capital fund		<u>8,734,274</u>	<u>9,006,163</u>	<u>8,734,274</u>	<u>9,006,163</u>
		<u>10,575,319</u>	<u>10,755,968</u>	<u>10,575,320</u>	<u>10,755,968</u>
Restricted:					
Restricted fund		201,059	259,732	201,059	259,732
Endowment fund		<u>4,495,977</u>	<u>4,607,781</u>	<u>4,495,977</u>	<u>4,607,781</u>
		<u>4,697,036</u>	<u>4,867,513</u>	<u>4,697,036</u>	<u>4,867,513</u>
Total funds		<u>15,272,355</u>	<u>15,623,481</u>	<u>15,272,356</u>	<u>15,623,481</u>

The financial statements were approved and authorised for issue by the Board of Trustee Directors on 16 November 2022 and were signed on its behalf by:



Anna Coss & Graham Healy (Co-Chairs of the Board of Trustees)

The Meath Trustee Company Limited

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

GROUP

	2022 £	2021 £
Cash flows from operating activities		
Net income/(expenditure) for the reporting period	(351,126)	465,490
Adjustments for:		
Depreciation charges	471,768	430,391
Loss/(gain) on investments	(63,773)	(95,093)
Interest receivable	(24,128)	(23,035)
Decrease/(increase) in debtors	211,247	36,465
Increase/(decrease) in creditors	(184,053)	372,435
Net cash generated by operating activities	<u>59,935</u>	<u>1,186,653</u>
Cash flows from investing activities		
Purchase of tangible fixed assets	(88,076)	(442,280)
Sale of tangible fixed assets	-	63,480
Purchase of investments	(57,897)	(101,800)
Sale of investments	-	106,089
Interest received	24,128	23,035
	<u>(121,845)</u>	<u>(351,476)</u>
Change in cash & cash equivalents	(61,910)	835,177
Cash & cash equivalents brought forward	<u>1,423,294</u>	<u>588,117</u>
Cash & cash equivalents carried forward	<u><u>1,361,384</u></u>	<u><u>1,423,294</u></u>

1. ACCOUNTING POLICIES

a) **Basis of preparing the financial statements**

The accounts & financial statements have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with FRS102 the Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Meath Epilepsy Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements of The Meath Epilepsy Charity and its subsidiary company are consolidated, on a line-by-line basis, to produce the Group financial statements. The consolidated entity is referred to as 'the Group'. The charity has taken advantage of the exemptions in FRS 102 from the requirements to present a charity only Cash Flow Statement and certain disclosures about the charity's financial instruments.

Having considered the financial position of the Meath Epilepsy Charity and plans and forecasts for future periods, the Trustee is satisfied that there is no material uncertainty around the ability of the Charity to continue as a going concern for the foreseeable future. The financial statements have therefore been prepared on the basis that the charity is a going concern.

b) **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. The main sources of income are from local authorities for providing high levels of care and residential accommodation, this is supplemented by income from social enterprises providing products & services to external clients and the general public. Income from local authorities is recognised in the year that care and accommodation is provided. Income from social enterprises is recognised in the year that a sale occurs. Donations are recognised on receipt.

c) **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.

d) Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

e) Governance costs

This comprises the costs of compliance with constitutional and statutory requirements.

f) Taxation

The charity is exempt from tax on its charitable activities but is registered for VAT for the social enterprises.

g) Tangible fixed assets

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

Freehold property	-	2% on cost
Fixtures and fittings	-	20% on cost
Motor vehicles	-	20% on cost

No depreciation is charged on freehold land.

The charity has a capitalisation threshold of £1,000, at which point all assets are capitalised.

h) Fund accounting

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

The general fund comprises unrestricted funds which are neither designated by Trustee Directors nor restricted by donors.

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. There is one remaining designated fund within the Trust which form part of the unrestricted funds.

i) Investment Statement

Investments are valued at market value as at the balance sheet date. Realised and unrealised gains and losses arising on the revaluation of investments are credited or charged to the Statement of Financial Activities.

j) Capital Fund

A Designated "Capital fund" has been established to account for the value of Fixed Assets which are not within the Endowment Fund and thus cannot be used for the general purposes of the Charity.

k) Endowment Fund

This represents the original gift to the charity of its freehold land and building in 1896. The freehold property has been revalued as at 25 March 2011 using the depreciated replacement cost value at £5,727,362. The written down value at 31 March 2022 is £4,495,977 (2020: £4,607,781).

l) Pension costs and other post-retirement benefits

The charity supports a defined contribution group personal pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

These contributions are invested in an insurance company and are therefore separate from the charity's assets.

m) Stock

Stock within the charity consists of donated second hand wooden furniture, the value of which is considered to be minimal. On this basis, no value has been applied to items.

n) Financial instruments

The Meath Epilepsy Charity Trust has financial assets of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at the present value of future cash flows (amortised costs). No discounting has been applied to these financial instruments on the basis that the periods over which amounts will be settled are such that any discounting would be immaterial.

o) Critical accounting judgements and key sources of estimation

In the application of the charity's accounting policies, which are described within the notes above, the Trustee Directors are required to make judgements, estimates, assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustee Directors, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2 CHARITABLE ACTIVITY INCOME

	2022	2021
	£	£
Residential fees	5,952,789	6,008,146
Supported living	357,382	255,195
Day Centre & other fees	-	55,623
	<u>6,310,171</u>	<u>6,318,964</u>

3 INVESTMENT INCOME

	2022	2021
	£	£
Dividends & interest received	<u>24,128</u>	<u>23,035</u>

4 OTHER INCOME

	2022	2021
	£	£
CV19 support grants	101,252	204,962
CJRS furlough claims	<u>3,457</u>	<u>141,390</u>
	<u>104,709</u>	<u>346,352</u>

5 CHARITABLE ACTIVITY COSTS

	Residential & Day Care	Supported Living	Charitable Activities	Raising Funds	Social Enterprise	2022	2021
	£	£	£	£	£	£	£
Residential care support costs							
Support staff costs	557,107	-	557,107	-	-	557,107	551,930
General overheads	889,487	-	889,487	-	-	889,487	833,383
Governance costs - external auditor's remuneration	20,680	-	20,680	-	-	20,680	19,404
Raising funds							
General overheads	-	-	-	38,133	-	38,133	43,029
Total support costs	<u>1,467,274</u>	<u>-</u>	<u>1,467,274</u>	<u>38,133</u>	<u>-</u>	<u>1,505,407</u>	<u>1,447,746</u>
Staff costs	4,677,900	188,092	4,865,992	93,969	369,221	5,329,182	4,961,223
Other direct costs	141,784	35,669	177,453	44,974	109,695	332,122	270,079
Retail costs	-	-	-	-	99,785	99,785	77,738
Depreciation	471,768	-	471,768	-	-	471,768	430,391
Year ended 31 March 2022	<u>6,758,726</u>	<u>223,761</u>	<u>6,982,487</u>	<u>177,076</u>	<u>578,701</u>	<u>7,738,264</u>	<u>7,187,177</u>
Year ended 31 March 2021	<u>6,519,024</u>	<u>208,896</u>	<u>6,727,920</u>	<u>182,506</u>	<u>276,751</u>	<u>7,187,177</u>	

Depreciation on the endowment property included in residential & day care costs 111,804 111,804

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

**6 TRUSTEES, DIRECTORS & KEY MANAGEMENT PERSONNEL
REMUNERATION & BENEFITS**

During the year, and prior year, there were three key management personnel comprising the Chief Executive, the Head of Operations & HR, and the Head of Finance, whose emoluments including employer pension contributions and employer national insurance contributions totalled £254,645 (2021: £231,783). No Trustees received any remuneration or other benefits or reimbursement of any expenses for the year (2021: £nil). Employees earning over £60,000, including employer pension contributions.

	2022	2021
	No.	No.
Between £60,000 and £70,000	-	1
Between £70,000 and £80,000	1	-
Between £80,000 and £90,000	1	1

7 STAFF COSTS

	2022	2021
	£	£
Wages & salaries	4,701,132	4,659,485
Social security	351,522	361,323
Pension contributions	<u>309,479</u>	<u>320,803</u>
	<u>5,362,133</u>	<u>5,341,611</u>

	2022	2021
	No.	No.
Average number of staff during the year	210	203

During the year 3 employees (2021: nil) were made redundant, and 3 employees received severance payments. The total costs, including payments in lieu of notice, were £67,358 (2021: £nil) of which £50,128 (2021: £nil) were redundancy payments and £17,230 (2021: £nil) settlement payments.

8 TANGIBLE FIXED ASSETS

GROUP & CHARITY	Freehold Property £	Equipment Fixtures & Fittings £	Motor Vehicles £	Total £
Cost				
At 1 April 2021	15,882,753	1,685,031	140,582	17,708,366
Additions	22,167	65,909	-	88,076
Disposals	<u>-</u>	<u>(467,552)</u>	<u>-</u>	<u>(467,552)</u>
At 31 March 2022	<u>15,904,920</u>	<u>1,283,388</u>	<u>140,582</u>	<u>17,328,890</u>
Depreciation				
At 1 April 2021	2,638,988	1,397,562	57,872	4,094,422
Charge for the year	332,132	117,213	22,424	471,769
Eliminated on disposals	<u>-</u>	<u>(467,552)</u>	<u>-</u>	<u>(467,552)</u>
At 31 March 2022	<u>2,971,120</u>	<u>1,047,223</u>	<u>80,296</u>	<u>4,098,639</u>
Net book value				
At 31 March 2022	<u>12,933,800</u>	<u>236,165</u>	<u>60,286</u>	<u>13,230,251</u>
At 1 April 2021	<u>13,243,765</u>	<u>287,469</u>	<u>82,710</u>	<u>13,613,944</u>

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

9 FIXED ASSET INVESTMENTS	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Listed investments				
Market value at 1 April 2021	904,431	813,627	904,431	813,627
Additions	57,897	101,800	57,897	101,800
Disposals	-	(106,459)	-	(106,459)
Unrealised gains/(losses)	<u>63,773</u>	<u>95,463</u>	<u>63,773</u>	<u>95,463</u>
Market value at 31 March 2022	<u>1,026,101</u>	<u>904,431</u>	<u>1,026,101</u>	<u>904,431</u>

The listed investments held for both years is a mixture of equities and bonds.

Shares in group undertakings

Historical cost at 1 April 2021	-	-	1	1
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Historical cost at 31 March 2022	<u>=</u>	<u>=</u>	<u>1</u>	<u>1</u>

There were no investment assets outside the UK. The Charity's investment in Group undertakings at the balance sheet date was in The Arthouse at The Meath Limited.

The Arthouse at The Meath Limited:

Nature of business: Social enterprise for educating and helping residents of The Meath to make, commercialise and sell art and art images.

Class of shares: Ordinary - 100% holding

Activity: the company was dormant during the year ended 31 March 2022

Aggregate capital and reserves: £ (37,960) (2021: £(37,960))

10 DEBTORS

Amounts falling due within one year

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Residents fees	227,835	348,455	227,835	348,455
Other debtors	70,625	128,926	400	31,700
Prepayments & accrued income	44,865	77,190	44,865	77,190
Amounts due from group undertaking	<u>-</u>	<u>-</u>	<u>70,225</u>	<u>97,225</u>
	<u>343,325</u>	<u>554,571</u>	<u>343,325</u>	<u>554,570</u>

Other debtors include £70,225 (2021: £97,225) due from Arthouse Unlimited after more than one year.

11 BANK BALANCES & CASH IN HAND

At 31 March 2022 the charity held monies which are administered on behalf of residents £115,062 (2021: £92,419), and residents' personal monies £243,206 (2021: £230,069). These balances have not been included in these accounts.

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

12 CREDITORS
Amounts falling due within one year

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Trade creditors	146,926	165,320	146,926	165,320
Social security & other taxes	93,423	91,858	93,423	91,858
Deferred income	81,902	322,583	81,902	322,583
Other creditors	40,310	43,257	40,310	43,257
Accrued expenses	<u>326,145</u>	<u>249,741</u>	<u>326,145</u>	<u>249,741</u>
	<u>688,706</u>	<u>872,759</u>	<u>688,706</u>	<u>872,759</u>

Deferred income comprises residents' fees and event income received in advance of the period to which it relates.

13 ANALYSIS OF NET ASSETS BETWEEN FUNDS

GROUP

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
Tangible fixed assets	8,734,274	-	4,495,977	13,230,251	13,613,944
Investments	1,026,101	-	-	1,026,101	904,431
Current assets	1,503,650	201,059	-	1,704,709	1,928,699
Current liabilities	<u>(688,706)</u>	-	-	<u>(688,706)</u>	<u>(823,593)</u>
	<u>10,575,319</u>	<u>201,059</u>	<u>4,495,977</u>	<u>15,272,355</u>	<u>15,623,481</u>

GROUP

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £
Tangible fixed assets	9,006,163	-	4,607,781	13,613,944
Investments	904,431	-	-	904,431
Current assets	1,668,967	259,732	-	1,928,699
Current liabilities	<u>(823,593)</u>	-	-	<u>(823,593)</u>
	<u>10,755,968</u>	<u>259,732</u>	<u>4,607,781</u>	<u>15,623,481</u>

14 MOVEMENT IN FUNDS

GROUP	Funds at 1 April 2021 £	Income £	Expenditure £	Transfers £	Gains / (losses) £	Funds at 31 March 2022 £
Unrestricted funds						
General fund	1,749,805	6,947,925	(7,569,090)	648,632	63,773	1,841,045
Capital fund	9,006,163	-	-	(271,889)	-	8,734,274
	<u>10,755,968</u>	<u>6,947,925</u>	<u>(7,569,090)</u>	<u>376,743</u>	<u>63,773</u>	<u>10,575,319</u>
Restricted funds						
Berkshire Golf Day	-	14,135	(3,440)	(10,695)	-	-
St Clement Danes	1,750	-	(225)	-	-	1,525
Changing Perception Salaries	-	20,000	-	(16,668)	-	3,332
Meath golf day	-	19,153	(9,534)	(9,619)	-	-
Physiotherapist	-	6,000	-	(6,000)	-	-
Shed	8,500	-	(5,279)	(3,221)	-	-
Skills Centre Activity Sessions	9,895	22,669	(975)	(22,764)	-	8,825
Skills Centre Salaries	-	80,000	-	(66,668)	-	13,332
Enrichment fund	58,632	183,399	(1,718)	(115,218)	-	125,095
LEF panel	2,623	10,000	(12,527)	12,338	-	12,434
Borrow Trust	-	5,000	(3,715)	-	-	1,285
Gym equipment	-	2,690	(2,680)	(10)	-	-
James Bond	-	4,941	(5,097)	156	-	-
Glyndebourne 5th April 2021	29,980	2,442	(5,451)	(22)	-	26,949
Hambledon lounge	-	5,011	(6,729)	-	-	(1,718)
Gym Salary	25,000	-	-	(25,000)	-	-
IT - New Meath Computers	4,956	-	-	(4,956)	-	-
Personal Centred Software	50,520	-	-	(50,520)	-	-
Fundraising reintegration	47,876	-	-	(47,876)	-	-
Therapeutic room - Therapist 21/22	20,000	-	-	(10,000)	-	10,000
	<u>259,732</u>	<u>375,440</u>	<u>(57,370)</u>	<u>(376,743)</u>	<u>-</u>	<u>201,059</u>
Endowment fund	<u>4,607,781</u>	<u>-</u>	<u>(111,804)</u>	<u>-</u>	<u>-</u>	<u>4,495,977</u>
	<u>4,867,513</u>	<u>375,440</u>	<u>(169,174)</u>	<u>(376,743)</u>	<u>-</u>	<u>4,697,036</u>
Total funds	<u>15,623,481</u>	<u>7,323,365</u>	<u>(7,738,264)</u>	<u>-</u>	<u>63,773</u>	<u>15,272,355</u>

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

14 MOVEMENT IN FUNDS (Continued)

GROUP	Funds at 1 April 2020 £	Income £	Expenditure £	Transfers £	Gains / (losses) £	Funds at 31 March 2021 £
Unrestricted funds						
General fund	1,200,075	7,078,878	(6,899,723)	275,482	95,093	1,749,805
Capital fund	<u>9,124,410</u>	-	-	<u>(118,247)</u>	-	<u>9,006,163</u>
	<u>10,324,485</u>	<u>7,078,878</u>	<u>(6,899,723)</u>	<u>157,235</u>	<u>95,093</u>	<u>10,755,968</u>
Restricted funds						
Glyndebourne (deferred to 10/04/22)	-	30,070	(90)	-	-	29,980
Gym salary (20/21 & 21/22)	-	50,000	(25,000)	-	-	25,000
IT - New Meath Computers	-	5,956	-	(1,000)	-	4,956
Personal Centred Software	-	75,000	-	(24,480)	-	50,520
Therapeutic room - Therapist 21/22	-	20,000	-	-	-	20,000
Enrichment funding	-	69,147	(7,892)	-	-	61,255
Emergency & reintegration CV19	7,300	89,916	(49,340)	-	-	47,876
St Clement Danes	-	2,000	(250)	-	-	1,750
Shed	-	14,000	(5,500)	-	-	8,500
Skills Centre Activity Sessions	-	15,743	(5,848)	-	-	9,895
Therapeutic Sensory Room	96,711	-	-	(96,711)	-	-
Car Fund - Post Break in	9,910	20,000	-	(29,910)	-	-
Skills Centre shower refurb x 1	-	5,134	-	(5,134)	-	-
Refurbished bathrooms & wet rooms	-	14,700	(14,700)	-	-	-
Occupational Therapist salaries	-	32,000	(32,000)	-	-	-
Skills centre salaries	-	8,880	(8,880)	-	-	-
Changing Perceptions van	-	26,000	(26,000)	-	-	-
Other	-	150	(150)	-	-	-
	113,921	478,696	(175,650)	(157,235)	-	259,732
Endowment fund	<u>4,719,585</u>	-	(111,804)	-	-	<u>4,607,781</u>
	<u>4,833,506</u>	<u>478,696</u>	<u>(287,454)</u>	<u>(157,235)</u>	-	<u>4,867,513</u>
Total funds	<u>15,157,991</u>	<u>7,557,574</u>	<u>(7,187,177)</u>	-	<u>95,093</u>	<u>15,623,481</u>

15 OPERATING LEASE COMMITMENTS

Group & Charity

	Land & Buildings	Other	Land & Buildings	Other
	2022	2022	2021	2021
	£	£	£	£
Future minimum lease payments under non-cancellable operating leases:				
Within one year	69,056	5,063	50,000	12,669
Between one and five years	37,704	10,952	75,000	2,444
In more than five years	-	-	-	-
	<u>106,760</u>	<u>16,015</u>	<u>125,000</u>	<u>15,113</u>
Total lease payments made during the year	<u>69,056</u>	<u>10,460</u>	<u>50,000</u>	<u>16,140</u>

16 PENSION COMMITMENTS

During the year £309,479 (2021: £320,803) was paid into the group personal pension scheme. Outstanding liability at the balance sheet date was £39,795 (2021: £41,806).

17 RELATED PARTY DISCLOSURES

Westbrook Housing Limited

Westbrook Housing Limited was a charitable company leasing property to then grant tenancies at affordable rents to people with disabilities, whilst facilitating their care through The Meath Epilepsy Charity. Westbrook Housing Limited had two Trustee Directors in common with The Meath Epilepsy Charity. Westbrook Housing Limited ceased operating as at 31 March 2021, since which date its activities have been absorbed into those of The Meath Epilepsy Charity.

At the year end a loan of £nil was due to The Meath Epilepsy Charity (2021 £30,000).

Arthouse Unlimited (charity number 1177900)

On 31st May 2018 the business activities of the subsidiary undertaking The Arthouse at The Meath Limited were demerged to Arthouse Unlimited, an independent charity.

At the year end £97,225 was due to The Meath Epilepsy Charity (2021 135,186).

Lindsay Perryman

One individual related to the CEO Lindsay Perryman was employed during the year, receiving remuneration totalling £8,156 (2021: one individual £18,365).

Joanne Axton

One individual related to the Head of HR & Operations Joanne Axton has an interest in contracts and supplies totalling £90,878 (2021: £102,190). One individual related to the Head of HR & Operations was employed during the year, receiving remuneration totalling £4,973 (2021: £nil).

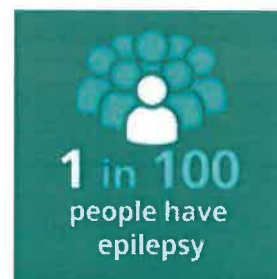
18 ULTIMATE CONTROL

The charity is controlled by the Trustee Directors of The Meath Trustee Company.

MEATH EPILEPSY CHARITY

England & Wales - Charity number 200359

Accounts



Report of the Trustee & Financial Statements for the year ended 31 March 2021

Registered Charity Number: 200359



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TheMeathCharity



TheMeathCharity

TABLE OF CONTENTS

	Page (s)
Objectives and Activities	3 - 5
Achievements and Performance	5 - 6
Fundraising and Communication	6 - 8
Projects Completed	8 - 9
Financial Review	9 - 10
Plans for Future	10 - 11
Structure and Governance	11 - 12
Recruitment and HR	13 - 14
Meath Social Enterprises	15
Reference & Administration	15 - 16
Statement of Trustee Responsibility	17
Independent Auditors Report	18 - 20
Consolidated Financial Statements	21 - 32

The Trustee presents its report with the financial statements of The Meath Epilepsy Charity for the year ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Accommodation and Support Service

Progressive pathway

The Meath offers a complete progressive pathway of specialist care and support for people aged nineteen years onwards who are affected by complex epilepsy and additional challenging disabilities. From twenty-four-hour, high needs registered care, through to a few hours' support in a person's own tenancy, our range of living options span the divide and offer flexible, tailored solutions to cater for individual needs.

We currently have 80 residents and plan to have 82 again during 2021/22 when the visitor restrictions are lifted. 82 residents is our full capacity in accordance with CQC rules.

Health Care

We have a specialist Health Care Team. In 2020/21 one of our experienced and long serving epilepsy nurses retired, the decision was made not to replace her. The Healthcare team ensures that all residents have immediate and continuous support to assist them in handling their epilepsy, together with any other challenging condition they may face. They operate regular clinics, including twice-weekly GP surgeries in association with a local doctor, ensuring that each client receives the latest and most appropriate medication and advice. The team includes an experienced Epilepsy Nurse, Physiotherapist, Occupational Therapist as well as a Chiropodist and all work towards helping each person develop and maintain personal fitness and to fulfil their individual potential. Last year we dispensed approximately 228,000 doses of medication. Our Epilepsy Nurse works in collaboration with Kings College Hospital in London furthering the development and understanding of Epilepsy in all its forms.

In late 2020 a review of the health care team was completed. Whilst the current specialist services will continue to be provided, we are expanding this to include counselling, cognitive behaviour and increased occupational health support. We are currently returning to these posts (on a freelance basis) as well as a part time healthcare assistant. The new Wellbeing team has grown to include the gym and personal fitness trainer already employed by the Meath.

Nine Houses

We operate nine individual houses on site that are run by specific staff teams to ensure continuity and stability for residents. Each person is encouraged to participate in the basic running of each house, if possible, to encourage the development of daily living and independence skills. There are maintenance rolling plans in place for the ongoing refurbishment of our accommodation ensuring that we achieve the high standards we set ourselves. In 2020/21 six bathroom/wet rooms were refurbished within Cedar View, Thursley and Hambledon houses. Cedar View had a brand-new hoist installed into one of the bathrooms. This capital project was achieved using fundraised money.

Home Support

In addition to our on-site accommodation, we also offer high-quality assistance to people living in their own tenancies through Meath Home Support. Through this service, we can provide people with precisely tailored support, be it every day or for a few hours each week, in the privacy of their own home and to suit their personal budget. The supported living houses run very successfully under good management. Meath Home Support are encouraged to join in with activities and events held at The Meath as part of the Meath community.

Skills & Enterprise Centre

The Skills & Enterprise Centre and other activities offer a valuable service to people at The Meath and our external clients. It is part of our core ethos to provide opportunities enabling people to live interesting, fulfilled lives. The Meath Skills & Enterprise Centre offers access to a wide diversity of skills training, sports, creative and leisure pursuits for the people that we support to try new activities or to work towards their own personal goals at a level and pace to suit themselves.

The Centre is organised into several small social enterprises, all of which are run by qualified instructors who maintain a varied and stimulating programme of activities. The staff at the Centre have provided activities for the people that we support throughout the last year despite the actual centre being closed. The lively buzz of the Skills Centre has been sorely missed by all. Early in 2021, the Skills Centre opened again but with social distancing and no mixing of houses the sessions are very small and much quieter than usual. The staff have put together an exciting new timetable for the start of the new sessions. It is hoped that later in 2021 when the restrictions lift, the Skills Centre will be able to restart Playhouse and start up again the Saturday Skills Centre sessions that were so popular.

Using fundraised money, we were able to refurbish a large unused storage cupboard close to the gym and turn it in to a wet room for those residents using the gym or the skills centre.

Challenges

- Change in demand from external clients
- Lack of space particularly in the current climate with social distancing
- Financial and social climate
- Keeping the programme alive and managing the effects of change
- Being on site
- Starting up sessions again and dealing with anxiety and fear of mixing with the people that we support and with some staff.

Opportunities

- Joint community projects
- Educational Health Care Plans
- Apprenticeships schemes
- Outreach support in the community
- Promotion of The Meath
- New initiatives and ideas

The Skills Centre staff continue to undertake impromptu group networking sessions to explore subjects of interest, as well as working extensively with outside organisations, which not only ensures residents are able to access the best available choices, but that they can also play a full and active part in the wider community.

Across the whole organisation, we strive continuously to maintain the vibrant and supportive environment for which the Meath is renowned, operating a person-centered approach that encourages everyone to achieve their own individual goals. We continuously monitor and evaluate plans to ensure that they remain focused as people's needs develop and change. Our residents originate from across the country, although we work particularly closely with Surrey Social Services, who fund approximately one third of our clients.

The Skills & Enterprise Centre team has had a successful year and came into its own during Lockdown, by coming up with new and innovative ideas to keep the residents happy, well, and safe during lock down whilst socially distancing and not able to use the Skills Centre facilities. Two new artistic coordinators were employed to bring in fresh and imaginative ideas and this has proved very successful. One of the new initiatives was The Meath Flower Show which was extremely popular and is set to be an annual event for the people that we support and external clients. The Skills Centre will be open six days a week which is an achievement we are very proud of.

Café Meath

Café Meath is the social hub of The Meath. Staff and the people we support can share a meal and talk. Relatives and visitors can also visit and enjoy Café Meath. As with the Skills Centre, we responded to requests to open the Café and run activity sessions on a Saturday, and these are very popular with the people that we support.

During lockdown Café Meath ran a central kitchen operation, providing meals for all the houses on site. This ensured that our care teams could concentrate on client care at a challenging time.

Public benefit

The Trustee Directors confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

The Trustee Directors consider the Charity benefits the public by supporting and providing accommodation for individuals with epilepsy and meets the needs of the wider community via these and other services it provides. Fees are reviewed on a need's basis and most residents are funded by local authorities.

ACHIEVEMENTS & PERFORMANCE

Covid-19 Pandemic

The Meath went into lockdown in March 2020 along with the rest of country. To date there has been one positive case of Covid-19 within the resident group.

Throughout the pandemic the Meath has followed the UK government, World Health Organisation and Department of Health guidelines. The Meath was closed to visitors including families and trips off site were cancelled. The periods of lockdown and not being able to see their loved ones in person have been hard on the people that live at the Meath, many of whom have been unable to understand the reasoning behind the social restrictions. When the weather permitted, residents were encouraged to use grounds within the social distancing framework. To promote good emotional health and wellbeing staff have encouraged the people we support to engage with their families via social media. Household activities have been provided and time has been made to enable people to talk about their feelings and experiences.

During the first national lockdown adaptations (such as the installing wash-hand basins in each room) were made to the Day Centre, Changing Perceptions and the Meath in general this enabled us to use the Day services during the second national lockdown (for household groups) whilst remaining compliant with infection control. The families of the people that we support have been understanding of the procedures and safeguards we have had to implement to keep everyone safe during these extraordinary times.

During lockdown an independent isolation unit was set up using the top floor of Bradbury House (which was vacant at that time). We hired an external mobile lavatory and shower isolation unit for staff to reduce the risk of infection. It is a matter of great pride that we did not have to use this facility. In addition to the isolation unit, Infection control PPE boxes emergency were set up for each house. Setting up supply chains in early April 2020 ensured that the Meath has had good levels of PPE throughout the year.

A comprehensive risk assessment was completed by the CEO and SLT, and an on-call system set up of senior management to provide 24-hour support if required.

We have a duty of care to the people we support, their families and our staff with both The Meath and Changing Perceptions. Everyone had to be confident they were living and working in Covid-19 safe areas and that the management were doing all they could to keep everyone safe. To create this environment extra hand basins and hand sanitising areas were installed, numerous perspex safety screens fitted, the administration offices were made safe although anyone that could was asked to work from home. Numerous quantities of PPE were purchased as well as scrubs. Multiple testing hubs were set up at The Meath for use by staff before starting work. These are still in place for staff and allowed visitors although we have just given all full-time staff a six-month supply of LFT kits to allow them to test at home. The Meath held clinics on site for the vaccination as soon as it became available. All residents have received both vaccines and staff were encouraged to be vaccinated as well.

With space being at a premium with social distancing, an outdoor wheelchair accessible patio area was built between Jeffrey Court and Skills Centre using fundraised money to enable extra space for outdoor learning and activities.

We look forward to welcoming our dedicated volunteers back on site and all the staff who have been furloughed and working from home. See more about this in the HR section. Senior management have been in regular contact with our staff and volunteers who have been worried about the people we support and colleagues. Care and administration teams have worked tirelessly and together to ensure that the Meath stayed a happy and safe care home during the most challenging year in its long history.

As a result of the pandemic, the Charity lost or deferred more than £300k fundraised income due to all events being cancelled in 2020 through until end May 2021 including a major one-off fundraising concert that is now postponed until April 2022.

Other affected income streams were Trusts and Foundations. Trusts were inundated with applications for help and were overwhelmed with many closing their normal Grant Programmes. The Meath Epilepsy Charity was not eligible for the Government Grant for Charities. There were unbudgeted for emergency funding costs of ensuring that the Charity remained Covid-19 free and that staff and residents were kept safe. Additionally, there were significant reintegration costs that have enabled the Charity to return to a "new normal" for the benefit of all who live, work, and visit us.

Our Social Enterprise, Changing Perceptions was closed throughout the pandemic giving loss of revenue from Café sales, product sales and the people we support and external clients participating in the workshop sessions. The Skills & Enterprise Centre has been closed for the duration with a loss of revenue as has Café Meath been as the café was closed in March 2020 and turned into a Central Kitchen operation.

Emergency funding and reintegration costs were through necessity high. We were grateful to be awarded grants from Surrey County Council towards reintegration costs and a small business grant for Changing Perceptions. The fundraising dept also secured reintegration funding and ultimately, we are very grateful that our unexpected overall costs were covered by donated emergency/reintegration funding.

Fundraising and Communications

The Fundraising Department for the third successive year has exceeded its challenging target in the hardest of years achieving record breaking income. We remain grateful to Trusts who supported us, both long term supporters and new and to those that kindly contributed to emergency funding and reintegration funding. The support from the public and community was overwhelming. One Trust even provided one off funding to help pay for child-care for staff to help relieve the stress on them at a difficult time. This was very much appreciated.

Most of our funders wish to remain anonymous, but we are happy to acknowledge receipt of £35,000 from 'Community Foundation for Surrey' towards unexpected costs of dealing with the pandemic. £9,880 from 'Awards for All' towards core funding and £30,000 from 'Garfield Weston'. We are extremely fortunate to have ongoing support from a variety of individuals, organisations, and Trusts, and we thank them all for helping us to continue our valuable work enabling and empowering extremely vulnerable individuals to livesafe, happy, and fulfilled lives.

The Charity is committed to providing the outstanding level of care and support that residents and day clients receive, the variety of opportunities, combined with specialist care and support, comes at a significant cost.

The people we support receive funding from their own Local Authority for a basic care package, but with a successful fundraising department, the charity finds ways to augment the allowance for all the extra activities or equipment that mean so much to those in our care. All the capital projects requested by the CEO and Board for 2020/21 were achieved and £409,543k was raised for selected salaries. The focus for 2021/22 which will without doubt be a difficult year will be on core funding and strengthening the Charity's financial position and building reserves.

We continue to maintain and seek to improve the relationships we value with all our stakeholders, particularly the families and friends of the people we care for and support, while we are also keen to welcome new people who share our philosophy and aims.

Events Highlights

Unfortunately, due to the pandemic every event in 2020 was cancelled and the early events in 2021. We will hold our first fundraising event at the end of May, but the future of events is still unsure for this year due to social distancing restrictions. This will jeopardise raising the significant funds that we normally raise from events. We will do our best and hope that restrictions are fully lifted later in the year. The fundraising concert at Glyndebourne has had to be postponed for the third time and will now take place on April 3rd, 2022.

Marketing

We were grateful to receive pro bono support from advertising industry experts who offered to help with our website and social media marketing and to assist us with making a "thinking outside the box" film promoting both The Meath and our new Meath strap line "Recognising Ability". To view the video, go to www.meath.org.uk

Digital Marketing continues to gain importance and is essential to both raising awareness and funds. The Christmas Appeal in 2020 was our first digital crowd funder and this appeal raised £47k towards life enrichment of all the people that we support. Website and social media are outsourced to industry experts, and they work with the Marketing Manager to ensure that our Marketing vision is created. This has proved cheaper than employing a fulltime member of staff to do this work as was historically the case.

In line with the current move towards a cashless society we now have some contactless collection boxes which are proving popular at event and in Changing Perceptions.

Gift Aid

The Fundraising department reclaim gift aid wherever they can and in 2020/21 secured £67,431. This figure is higher than usual due to it being the second year of claiming gift aid on a donation in 2019 to buy one of the supported living houses. Gift Aid had to be claimed over two financial years.

Fundraising & Communications Statement

A Fundraising & Communications Policy was written in 2018, updated in 2019 and will be reviewed in 2022.

We remain committed to an ethical approach to all our fundraising practices. The Meath is registered with the Fundraising Regulator, adheres to the Fundraising Regulator's Code of Fundraising Practice for the UK, and are committed to the Fundraising Promise. We are entirely compliant with the Fundraising Regulator's Voluntary Regulation Scheme.

The Fundraisers in the department all belong to the Institute of Fundraising and are MCIOF accredited.

The Meath as a charity does not work with a Professional Fundraising Organisation or Commercial Participator to solicit donations or support and have no plans in the future to do so.

The Fundraising & Communications department at the Charity is fully GDPR compliant. We have always had a strict policy of never selling or passing on our supporters' personal data. We have never bought fundraising data from a third party.

There is never any pressure put on any person vulnerable or otherwise or organisation to support The Meath financially or otherwise. Any support is entirely voluntary and through a genuine desire to support the Charity.

The Meath Epilepsy Charity has received no complaints regarding its Fundraising activities or methods used.

Projects completed during 2020/21

PCS/Ascom

The Meath replaced the Caresys system with the new and modern Person Centered Software (PCS). This was rolled out in January 2021 after training of all staff had been completed in Autumn 2020. The feedback from staff and the trainer is excellent with everyone benefitting from this new modern system. The £75k used for the PCS/Ascom install was fundraised money. There are plans to add "bolt-ons" during 2021/22 to further improve this system and its benefits.

Sensory Room

The Sensory Room was built in 2020 using fundraised money and is planned to start to be used in April/May when restrictions are lifted, and we can employ a part time Therapist and sessions are allowed. This is an exciting addition to The Meath's facilities and one that will be enjoyed by all the people that we support. It will also be used for Occupational Therapy, counselling and as a quiet space.

Offices above Changing Perceptions

The rental agreement with the company using the offices came to an end in Summer 2020. The offices have now been refurbished to a high standard and are used by the CEO and Finance department and no longer rented out.

Meath Fleet

On the first night of the lockdown in March 2020 vandals broke into the site and wrote off or stole most of the cars and minibuses. Insurance, a crowd funder, and donations ensured that we were able to replace the fleet of vehicles in time for the people that we support to use them when allowed.

In Autumn 2020 a minibus was purchased for Changing Perceptions for staff and residents use to and from The Meath and Changing Perceptions. This was purchased with fundraised money.

IT

In 2020 it became apparent that we needed specialist help with the Meath IT. We wanted to outsource the service but use a local company. The new provider has been operational for several months and is working well.

The Care Quality Commission Inspection

The Care Quality Commission (CQC) rated The Meath as "Requires Improvement" in February 2019.

The CQC conducted a targeted inspection on the 23rd October 2020. The inspectors gave very positive feedback following the inspection and noted the improvements made in the body of the report. Due to the inspectorate's methodology the inspectors were unable to change the rating given to the service in 2019. Please click here to view our inspection report <https://www.meath.org.uk/about-us/about-the-meath/>

FINANCIAL REVIEW

Covid-19

The pandemic had a significant impact operationally at the beginning of the financial year with the closure of our social enterprise initiatives which have yet to fully re-open. In addition we had increased costs to deliver life enrichment and PPE equipment to ensure residents remained engaged during lockdown restrictions. Covid-19 support from a number of funders including local and central government has enabled us to cover the additional costs as well as providing additional support for furloughed members of our team.

Funding

Whilst residential care services remain our principal source of funding, due to the nature of our charitable activities, we continue to rely on fundraising to provide the additional resource we will need to deliver our plans for the future. In addition this year we benefited from exceptional income in relation to Covid-19 pandemic.

Operating results

Net income for the year £370,397 is after crediting Covid-19 support grants £204,962 and crediting donations & legacies £771,754. Whilst the charity would otherwise report a net deficit for the year £606,319 of this £430,391 is depreciation meaning the cash impact would be a shortfall of £175,928.

Going concern

The charity's business plan to March 2023 shows it will have adequate reserves and will be able to meet its liabilities. Accordingly, as there are no material uncertainties, the trustees continue to adopt the going concern basis in preparing the financial statements.

Reserves' policy

The Board of Trustees recognise the need for The Charity to have sufficient reserves to be able to meet its charitable obligations and provide for a stable and sustainable future.

The current policy is to build the unrestricted general fund to a level that covers 3 months expenditure plus any one-off major capital projects.

Unrestricted general fund at 31 March 2021 amounted to £1.7m representing 4 months average fixed costs. It is hoped to be able to increase the general fund over the next few years to provide for the replacement of the Meath main house roof.

Investment policy and objectives

Investments had a value of £0.9m at 31 March 2021. The Trustee directors can make such arrangements as they think fit for the investment of the charity's funds and have regard to the likely timing of major future development expenditure and the level of market prices when making decisions on investments. Social, environmental and ethical aspects of making investments are regularly reviewed by the Trustee directors together with the Charity's investment advisers.

Principal Risks & Uncertainties

The main risks identified by the Board are:

- Reliance on fees from Local Authorities,
- Inability to raise funds for future developments/refurbishments,
- Poor property maintenance leading to major repair cost,
- Lack of ability to recruit staff and poor staff retention,
- Breach of employment legislation,
- Serious failure to meet care standards.
- A serious outbreak of Covid-19 at the Meath for residents, staff, or both.

The processes to mitigate these risks are summarized below:

- The aim is to provide value for money specialist care and maintain excellent communication with the Local Authorities.
- The Charity employs fundraising professionals and plans are fully funded before initiating developments.
- A rolling maintenance programme is operated with professional advice. The Charity offers excellent opportunities and is constantly reviewing the recruitment offers and staff development.
- An HR professional specialist is retained to minimise this risk.
- Staff training is undertaken to maintain and improve high care standards.
- Constant evaluation by CEO and SLT of the Covid 19 risk assessment and safety procedures.

PLANS FOR THE FUTURE

Emerging Opportunities and Cost-Effectiveness

There has been no improvement in the financial environment within social care and the challenges of securing sufficient fee levels to meet the true cost of care remain. To deal with this effectively, The Meath has developed its professional and special epilepsy expertise to enable it to manage and better evidence resident and client needs when in discussion with purchasers.

The drive to improve income by increasing fees runs alongside plans to review expenditure across the board and to reduce costs wherever possible without impacting upon the quality of our services and our philosophy of care. While the focus on our cost-effectiveness will be maintained ongoing, we will also be updating and reviewing our strategic plan to ensure that the Meath can continue to be the 'Outstanding Leader' in service provision for people with epilepsy and disabilities.

Due to the onset of the Covid-19 pandemic at the beginning of the financial year our objectives for 2020/21 were largely put on hold and therefore remain our objectives for 2021/22.

Summary of the Charity's Objectives 2021-22

- To ensure that all fees charged are linked to assessed needs and cover the true cost of the support being offered.
- To continue the comprehensive review of all job roles at The Meath to ensure that the job descriptions are current and accurate and that the terms, conditions, and benefits for each post are fair and reflect the local market.
- To continue to build reserves through fundraising for core funding.
- To implement a staff training program ensuring that all staff have access to mandatory, specialist and development training courses.
- To conduct strategic business reviews for all departments, in particular social enterprises.

STRUCTURE, GOVERNANCE & MANAGEMENT

The Charity

The charity (Registered Charity Number 200359) is unincorporated and registered with the Charity Commission in England and Wales. It is governed by its Trust Deed last amended 25 May 2015.

- Epilepsy is covered by the Equality Act in England, Scotland and Wales, and the Disability Discrimination Act in Northern Ireland.
- Most importantly, many people with quite complex epilepsy can take part in the same activities as everyone else given the appropriate help and with simple safety measures applied.

Recruitment and appointment of new Trustee Directors

The Trustee Directors are Directors of the Meath Trustee Company Limited, the sole Trustee of the Charity. They are recruited to maintain a balance of skills, qualifications, and experience to ensure that the Charity and its property are managed efficiently and knowledgeably. When a vacancy occurs, a profile of the new Trustee Director is agreed, with suitable candidates identified possessing the expertise required. References are obtained for any new Trustee Director, including a criminal records bureau check.

All new Trustee Directors are given a copy of the Charity Commissioners' booklet on the responsibilities of a trustee. A file of essential information is provided as part of their induction programme. Each new Trustee Director is appointed for an initial term of five years and may then be re-elected for further periods of three years. The Chairman is appointed at the first meeting in each year until the following year. The Trustee Directors meet at least six times each year. The Committees (finance, social enterprises, Health and social care, fundraising and estates meet 3 times a year.

Organisational Structure

The Chief Executive is responsible for the strategic and day-to-day management of the Charity and reports to the Committee of Management, who are Trustee Directors of the Charity. The strategic direction of the organisation is determined by the CEO with the Trustee Directors, who have overall responsibility for the Charity. The Trustee Directors also ensure that the Charity adheres to the policies and procedures laid down by the Charity Commission and the Care Quality Commission. To fulfil this role, the Trustee Directors have established the following sub committees: Social Enterprises, Finance and Risk, Fundraising and Communications, Health and Social Care, Property and Developments and Nominations and Remunerations Committee. These committees report regularly to the board where decisions are formally agreed.

Arrangements for setting pay of key management

Remuneration of the Chief Executive is decided by the Trustee Directors after consideration of the level paid to comparable organisations and an assessment of performance. The level of remuneration and increases paid to Senior Executives reporting directly to the Chief Executive are proposed by the Chief Executive and agreed by Trustee Directors.

Risk and Corporate Governance Matters

Trustee Directors are responsible for the management of risk faced by the Charity and treat risk management as a priority. Risk awareness is emphasised throughout all levels of the organisation. Risks are identified, assessed and controls are applied throughout the year by senior management and staff employed by the Charity. Each risk has been grouped and evaluated according to priority and assigned to one of the five sub-committees for detailed annual review, with the assistance of senior management, and to check that procedures have been established to mitigate those risks.

The Finance and Risk committee formally reviews the entire risk management process annually. There is a major incident plan that operates immediately when a serious incident has been identified, and all the other risks are managed daily. The Charity is subject to regular inspections by the Care Quality Commission (CQC) and is required to conform to the National Care Standards.

Health and Safety

As an employer, the Charity holds Health and Safety matters as paramount, working to the Health and Safety at Work Act 1974 and other associated legislation. The Chief Executive is responsible for monitoring the Meath's policy and its implementation, maintenance, and ongoing review.

The Charity has a procedure for reporting accidents, diseases and dangerous occurrences to the Health and Safety Executive and the National Care Standards Commission, with all records being kept for inspection.

Funds held as custodian for others

The Charity acts as appointee for those residents who are unable to, or choose not to, operate their own personal finances. These funds are held in a designated bank account with the money available to each individual resident upon request. In common with other charities this arrangement is now recognised as a conflict of interest, we are therefore taking action during 2021/22 to make suitable alternative arrangements for our residents.

Related parties

Dr Colin Stokes MBE is a Patron of The Meath and Chairman of Arthouse Unlimited. Anna Coss is a Trustee of The Meath and a Director of Arthouse Unlimited. Arthouse Unlimited is a social enterprise through which The Meath is able to provide stimulating activity sessions and an outlet for artistic talent.

Tim Bloomfield and Malcolm Ring are Directors of Westbrook Housing, which was formed in January 2012. The Charity works closely in offering supported living services to the tenants of Westbrook Housing affected by epilepsy and associated disabilities.

Apart from the above, no other Trustee Directors of the Meath have connections with any other interested parties.

Recruitment & HR

Recruitment

Recruitment within the care sector continues to be a challenge. A decision was approved by the CEO to appoint a dedicated Recruitment Co-ordinator in February 2020. The purpose of this position was to focus solely on the recruitment of Support Workers and build a pipeline of candidates to minimise any disruption to the services as a result of employees leaving, as well as reducing agency costs. In addition, the role would involve co-ordinating an induction programme to allow for a smooth transition into the team. Over the past year, 18 Support Workers have been successfully hired. These roles are typically very difficult to fill due to the lack of candidates in the sector. This has been achieved without having to engage with recruitment agencies and is solely because of direct applications or recommendations from staff.

The appointment of the dedicated co-ordinator has been very well received. New employees have expressed their satisfaction at having a 'go-to-person' and have felt very supported through their first few months at the Meath. For Managers, having one person managing all their recruitment needs has also improved efficiencies and communication across the group.

Bright HR

In 2020, the HR team launched Bright HR (people database). After many years of a paper-based HR department, the Bright HR system was introduced to centralise all employee records electronically. This new system allows managers to access their team's absences & holidays as well as take ownership for approving them and review any trends and patterns via the reporting functions. Furthermore, the reporting function supports the collation of data for payroll purposes and this connects to a clock-in/out function via mobile App, which will eventually remove the need for paper timesheets. Importantly, the platform also allows the HR team to communicate with all employees via group message boards and comms alerts. This has greatly improved communication sharing across the organisation via one platform.

We asked Managers how satisfied they were with Bright HR compared to the previous paper-based system – 100% of Managers felt Bright HR was an improvement, with 82% satisfied with the new system* The staff team have also commented on how much easier it is to access their performance management documents and view / request annual leave.

Source: Bright HR Staff Survey – 24.07.20

First Lockdown – HR Support

The HR team worked in line with government guidance during the first lockdown and were based from home. Whilst this transition was straightforward, since the team could be available via phone, Zoom and email, the workforce was divided between those working from home, furloughed and the residential care team remaining on site. In these unprecedented times, it was no surprise that the HR team observed an increase in staff members seeking help for their mental wellbeing. This was further impacted by the pressures of having to adapt to different ways of working throughout the pandemic. The team created a survey for the three sections of the workforce to ask them how they felt and what their perception was of their colleagues who may have been working under different circumstances, with the view that everybody had been affected differently. Furthermore, a wellbeing survey was distributed to all employees and encouraged them to share their tips and advice for others. The results of all the surveys were combined into a wellbeing guide for employees to view and understand others' viewpoints and try to unite the workforce.

Second Lockdown – HR Support

The team felt much more prepared for the second lockdown and reflected on the results from the surveys carried out previously. It appeared that loneliness and not feeling connected to the Meath were strong feelings for those who had been furloughed or worked from home. With that in mind, weekly Zoom calls were arranged for both the furloughed employees and the work from home colleagues, including fun quizzes to lift people's spirits. Both initiatives were well received and 66% of those furloughed found them to be beneficial*.

For those who remained on-site, their desire was to be able to talk to the HR team in person. A member of the HR team was then available on-site once or twice per week to support those who were experiencing any wellbeing concerns.

A further wellbeing survey was carried out to understand if there had been any changes since the previous questionnaire and the results were published within a further employee guide, along with tips and guidance on how to best support yourself during the pandemic. The HR team developed a 'Wellness Action Plan' which was rolled out to managers to help them identify and support their team members' wellbeing. The Wellness Action Plan is now an integral part of the wellbeing support that the Meath offers to its staff members. In keeping with the 'wellbeing' theme, the HR team put together welcoming newsletters and support guides for those returning from furlough for the second time to help them settle back into their roles with ease.

**Source - Furlough staff survey 27.11.20*

Coaching & Mentoring

The team have heavily focused on upskilling the Managers on how to carry out internal investigations. The number of investigative officers available to the HR team has increased from 4 to 11 in the last twelve months. This is as a direct result of the team supporting and guiding managers through the process via 1-2-1 support, as well as sharing a comprehensive 'how to' guide. Moreover, those managers with more confidence in the investigation training now regularly buddy and mentor colleagues to help them develop their investigative skills. The Meath is now in a stronger position to select an experienced investigative officer if the need arises.

New Policies

A new 'buy & sell' holiday scheme was introduced to offer employees more flexibility on how they use their annual leave. We carried out a survey to understand if this would be an attractive benefit - 85% of staff are interested in this new benefit, with 42% keen to use both the 'buy' & 'sell' options*.

**Source: Staff buy & sell holiday survey 26.03.21*

Staff Training & Development

The Charity is unwavering in its commitment to the training and development of all staff and volunteers, which we consider to be fundamental to maintaining high quality care and support for all our clients. New staff undertake an initial training course to achieve their Care Certificate, which is required to be completed within the first twelve weeks of their employment. Existing staff members attend a range of mandatory courses ongoing to update their expertise, while also being encouraged to undertake a Qualifications and Credit Framework (QCF) Award.

The Training Co-Ordinator ensures that all training courses are delivered on time and that all staff members are included, and training requirements catered for. The Training Co-Ordinator has been particularly busy delivering the training to all staff of the new PCS/Ascom system.

Specialist Services

Specialist services provided include:

- Wellbeing Team
- Human Resources & Training
- Fundraising & Communications

All three of the above Specialist Services are performing well and providing an excellent service and benefit to all at The Meath.

Meath Social Enterprises

Changing Perceptions

Changing Perceptions is a Meath social enterprise that trades alongside other retail outlets at 133 High Street, Godalming. The Changing Perceptions' team comprises Meath residents, volunteers, and staff, all working together on donations of preloved furniture, upcycling and repurposing each piece before selling on to customers through their HighStreet saleroom. Gift aid is claimed as applicable on the donated furniture. All profit goes straight back to the charity. All the staff and volunteers pride themselves on providing real support for people with challenging conditions which empowers and enables their involvement in a welcoming, environmentally friendly and rewarding activity that reduces stigma and brings about a true sense of community.

The popularity of Changing Perceptions within the town has grown over the years, with many volunteers signing up because of having stopped for coffee or purchased an item of upcycled furniture and then bought into the whole ethos. Changing Perceptions has been badly affected by having to close in March 2020. It is expected to open again in May 2021.

More information is available at www.changingperceptions.org.uk

REFERENCE & ADMINISTRATION

The Meath Epilepsy Charity - Registered Charity number: 200359

The Charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. This was founded under the name "The Meath Home for Epileptic Women and Girls" in a Conveyance and Declaration of Trust dated 28th October 1896. The latest change to the governing document was during May 2015.

The Meath Trustee Company Limited - Registered Company number: 5822835

The Meath Trustee Company Limited was incorporated on the 19th of May 2006 and is the Trustee of The Meath Epilepsy Charity.

Principal address

Westbrook Road
Godalming
Surrey GU7 2QH

Contact details

Telephone: 01483 415095
Email: info@meath.org.uk
Web: www.meath.org.uk

Patrons

HM Lord-Lieutenant of Surrey, Michael More-Molyneux
The Baroness Parminter of Godalming
The Rt. Hon. Jeremy Hunt MP
John Jeffrey MBE
Richard Lockwood
Lesley Lockwood
Dr Colin Stokes MBE

THE MEATH EPILEPSY CHARITY REPORT OF THE TRUSTEE
FOR THE YEAR ENDED 31 MARCH 2021

Trustee Directors

Dr Jonathan Moore - Chair from Oct 1st 2020 until 19th May 2021

Mark Dumas – Resigned as Chair Oct 1st 2020

Tim Bloomfield

Anna Coss Joint chair from 19th May 2021

Robin Gourlay

Graham Healy Joint chair 19th May 2021

Malcolm Ring

Tony Röbin

Penny Wade

Jane Wybrew – Resigned Nov 2020

Chief Executive & Senior Management Team

Chief Executive

Lindsay Perryman

Head of HR & Operations

Joanne Axton

Head of Fundraising and Communications

Tania Cantoni

Head of Finance

Andrew Bagley

Head of Compliance & Training

Michelle Plumb

Registered Manager

Tracy Toth

Auditor & Advisors

Auditor: Crowe U.K. LLP, 55 Ludgate Hill, London, EC4M 7JW

Bankers: Lloyds Bank Plc, 49 High Street Godalming Surrey, GU7 1AT

Investment Advisor: JM Finn & Co, 4 Coleman Street London, EC2R 5TA

STATEMENT OF TRUSTEE RESPONSIBILITIES

The Trustee Directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed requires the Trustee Directors to prepare financial statements for each financial year which give a true and fair view of the situation of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period. In preparing those financial statements, the Trustee Directors are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charity SORP.
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustee Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustee Directors are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

APPROVED ON BEHALF OF THE TRUSTEES



Anna Coss & Graham Healy (Co-Chairs of Board of Trustees)
The Meath Trustee Company Limited

Date: 8/9/21

Opinion

We have audited the financial statements of The Meath Epilepsy Charity ('the charity') and its subsidiaries ('the group') for the year ended 31 March 2021 which comprise the Consolidated Statement of Financial Activities, Consolidated and Charity Balance Sheets, Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charity's affairs as at 31 March 2021 and of the group's income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's or the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient and proper accounting records have not been kept by the parent charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustee

As explained more fully in the Trustee Director's responsibilities statement set out on page 17, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group and the parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 151 of the Charities Act 2011, and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charity and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charity's and the group's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charity and the group for fraud. The laws and regulations we considered in this context for the UK operations were CQC Regulations for service providers and managers, General Data Protection Regulation (GDPR) and Health and Safety Legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of

the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management and the Finance and Risk Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, agreeing a sample of resident contracts to financial records and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Crowe U.K. LLP

Crowe U.K. LLP
Statutory Auditor

London

Date: 15th October 2021

Crowe U.K. LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

GROUP	Notes	Unrestricted Funds £	Restrict ed Funds £	Endowme nt Funds £	2021 Total Funds £	Unrestrict ed Funds £	Restrict ed Funds £	Endowme nt Funds £	2020 Total Funds £
Income									
Donations & legacies		325,128	446,626	-	771,754	265,001	1,006,766	-	1,271,767
Charitable activities	2	6,318,964	-	-	6,318,964	6,094,700	-	-	6,094,700
Social enterprise		30,783	-	-	30,783	166,128	-	-	166,128
Fund raising events		34,616	32,070	-	66,686	82,627	-	-	82,627
Investment income	3	23,035	-	-	23,035	29,131	-	-	29,131
Other income	4	346,352	-	-	346,352	-	-	-	-
		<u>7,078,878</u>	<u>478,696</u>	<u>-</u>	<u>7,557,574</u>	<u>6,637,587</u>	<u>1,006,766</u>	<u>-</u>	<u>7,644,353</u>
Expenditure									
Charitable activities	5	6,481,448	134,668	111,804	6,727,920	6,517,070	100,000	111,804	6,728,874
Social enterprise	5	235,769	40,982	-	276,751	109,392	119,345	-	228,737
Raising funds	5	182,506	-	-	182,506	213,546	-	-	213,546
		<u>6,899,723</u>	<u>175,650</u>	<u>111,804</u>	<u>7,187,177</u>	<u>6,840,008</u>	<u>219,345</u>	<u>111,804</u>	<u>7,171,157</u>
Net income / (expenditure)		179,155	303,046	(111,804)	370,397	(202,421)	787,421	(111,804)	473,196
Net gain/(loss) on investments		95,093	-	-	95,093	(32,084)	-	-	(32,084)
Transfer between funds	14	157,235	(157,235)	-	-	1,006,215	(1,006,215)	-	-
Net movement in funds		431,483	145,811	(111,804)	465,490	771,710	(218,794)	(111,804)	441,112
Total funds brought forward		<u>10,324,485</u>	<u>113,921</u>	<u>4,719,585</u>	<u>15,157,991</u>	<u>9,552,775</u>	<u>332,715</u>	<u>4,831,389</u>	<u>14,716,879</u>
Total funds carried forward		<u>10,755,968</u>	<u>259,732</u>	<u>4,607,781</u>	<u>15,623,481</u>	<u>10,324,485</u>	<u>113,921</u>	<u>4,719,585</u>	<u>15,157,991</u>

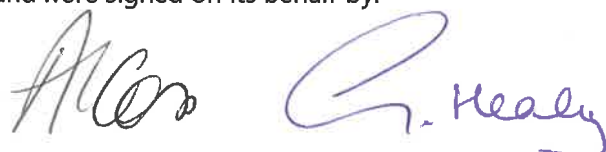
CONTINUING OPERATIONS

Income and expenditure has arisen from continuing activities.

CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2021

	Notes	Consolidated		Charity	
		2021	2020	2021	2020
		£	£	£	£
Fixed assets					
Tangible assets	8	13,613,944	13,665,535	13,613,944	13,665,535
Listed investments	9	904,431	813,627	904,431	813,627
Subsidiary undertakings	9	-	-	1	1
		<u>14,518,375</u>	<u>14,479,162</u>	<u>14,518,376</u>	<u>14,479,163</u>
Current assets					
Debtors: amounts falling due within one year	10	554,571	591,036	554,570	628,995
Bank balances & cash in hand	11	<u>1,423,294</u>	<u>588,117</u>	<u>1,423,294</u>	<u>588,117</u>
		1,977,865	1,179,153	1,977,864	1,217,112
Current liabilities					
Creditors: amounts falling due within one year	12	<u>872,759</u>	<u>500,324</u>	<u>872,759</u>	<u>500,324</u>
Net current assets		<u>1,105,106</u>	<u>678,829</u>	<u>1,105,105</u>	<u>716,788</u>
Total assets less current liabilities		<u>15,623,481</u>	<u>15,157,991</u>	<u>15,623,481</u>	<u>15,195,951</u>
Charity funds					
14					
Unrestricted:					
General fund		1,749,805	1,200,075	1,749,805	1,238,035
Capital fund		<u>9,006,163</u>	<u>9,124,410</u>	<u>9,006,163</u>	<u>9,124,410</u>
		<u>10,755,968</u>	<u>10,324,485</u>	<u>10,755,968</u>	<u>10,362,445</u>
Restricted:					
Restricted fund		259,732	113,921	259,732	113,921
Endowment fund		<u>4,607,781</u>	<u>4,719,585</u>	<u>4,607,781</u>	<u>4,719,585</u>
		<u>4,867,513</u>	<u>4,833,506</u>	<u>4,867,513</u>	<u>4,833,506</u>
Total funds		<u>15,623,481</u>	<u>15,157,991</u>	<u>15,623,481</u>	<u>15,195,951</u>

The financial statements were approved and authorised for issue by the Board of Trustee Directors on and were signed on its behalf by:



Anna Coss & Graham Healy (Co-Chairs of the Board of Trustees)

The Meath Trustee Company Limited

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

GROUP	Consolidated	
	2021	2020
	£	£
Cash flows from operating activities		
Net income/(expenditure) for the reporting period	465,490	441,112
Adjustments for:		
Depreciation charges	430,391	437,059
Loss/(gain) on investments	(95,093)	32,084
Interest receivable	(23,035)	(29,131)
Decrease/(increase) in debtors	36,465	82,967
Increase/(decrease) in creditors	372,435	(111,544)
	1,186,653	852,547
Cash flows from investing activities		
Purchase of tangible fixed assets	(442,280)	(1,095,297)
Sale of tangible fixed assets	63,480	-
Purchase of investments	(101,800)	-
Sale of investments	106,089	6,497
Interest received	23,035	29,131
	(351,476)	(1,059,669)
Change in cash & cash equivalents	835,177	(207,122)
Cash & cash equivalents brought forward	588,117	795,239
Cash & cash equivalents carried forward	1,423,294	588,117

1. ACCOUNTING POLICIES

a) **Basis of preparing the financial statements**

The accounts & financial statements have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with FRS102 the Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Meath Epilepsy Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements of The Meath Epilepsy Charity and its subsidiary company are consolidated, on a line-by-line basis, to produce the Group financial statements. The consolidated entity is referred to as 'the Group'. The charity has taken advantage of the exemptions in FRS 102 from the requirements to present a charity only Cash Flow Statement and certain disclosures about the charity's financial instruments.

Having considered the financial position of the Meath Epilepsy Charity and plans and forecasts for future periods, the Trustee is satisfied that there is no material uncertainty around the ability of the Charity to continue as a going concern for the foreseeable future. The financial statements have therefore been prepared on the basis that the charity is a going concern.

b) **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. The main sources of income are from local authorities for providing high levels of care and residential accommodation, this is supplemented by income from social enterprises providing products & services to external clients and the general public. Income from local authorities is recognised in the year that care and accommodation is provided. Income from social enterprises is recognised in the year that a sale occurs. Donations are recognised on receipt.

c) **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.

d) Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

e) Governance costs

This comprises the costs of compliance with constitutional and statutory requirements.

f) Taxation

The charity is exempt from tax on its charitable activities but is registered for VAT for the social enterprises.

g) Tangible fixed assets

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

Freehold property	-	2% on cost
Fixtures and fittings	-	20% on cost
Motor vehicles	-	20% on cost

No depreciation is charged on freehold land.

The charity has a capitalisation threshold of £1,000, at which point all assets are capitalised.

h) Fund accounting

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

The general fund comprises unrestricted funds which are neither designated by Trustee Directors nor restricted by donors.

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. There is one remaining designated fund within the Trust which form part of the unrestricted funds.

i) Investment Statement

Investments are valued at market value as at the balance sheet date. Realised and unrealised gains and losses arising on the revaluation of investments are credited or charged to the Statement of Financial Activities.

j) Capital Fund

A Designated "Capital fund" has been established to account for the value of Fixed Assets which are not within the Endowment Fund and thus cannot be used for the general purposes of the Charity.

k) Endowment Fund

This represents the original gift to the charity of its freehold land and building in 1896. The freehold property has been revalued as at 25 March 2011 using the depreciated replacement cost value at £5,727,362. The written down value at 31 March 2021 is £4,607,781 (2020: £4,719,585).

l) Pension costs and other post-retirement benefits

The charity supports a defined contribution group personal pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

These contributions are invested in an insurance company and are therefore separate from the charity's assets.

m) Stock

Stock within the charity consists of donated second hand wooden furniture, the value of which is considered to be minimal. On this basis, no value has been applied to items.

n) Financial instruments

The Meath Epilepsy Charity Trust has financial assets of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at the present value of future cash flows (amortised costs). No discounting has been applied to these financial instruments on the basis that the periods over which amounts will be settled are such that any discounting would be immaterial.

o) Critical accounting judgements and key sources of estimation

In the application of the charity's accounting policies, which are described within the notes above, the Trustee Directors are required to make judgements, estimates, assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustee Directors, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2 CHARITABLE ACTIVITY INCOME

	2021 £	2020 £
Residential fees	6,008,146	5,671,741
Supported living	255,195	259,355
Day Centre & other fees	55,623	163,604
	<u>6,318,964</u>	<u>6,094,700</u>

3 INVESTMENT INCOME

	2021 £	2020 £
Dividends & interest received	23,035	29,131

4 OTHER INCOME

	2021 £	2020 £
CV19 support grants	204,962	-
CJRS furlough claims	141,390	-
	<u>346,352</u>	<u>-</u>

5 CHARITABLE ACTIVITY COSTS

	Residential & Day Care £	Supported Living £	Charitable Activities £	Raising Funds £	Social Enterprise £	2021 £	2020 £
Residential care support costs							
Support staff costs	551,930	-	551,930	-	-	551,930	502,003
General overheads	833,383	-	833,383	-	-	833,383	410,954
Governance costs							
- external auditor's remuneration	19,404	-	19,404	-	-	19,404	24,418
Raising funds							
General overheads	-	-	-	43,029	-	43,029	12,364
Total support costs	<u>1,404,717</u>	<u>-</u>	<u>1,404,717</u>	<u>43,029</u>	<u>-</u>	<u>1,447,746</u>	<u>949,739</u>
Staff costs	4,541,000	193,415	4,734,415	120,235	106,573	4,961,223	4,810,620
Other direct costs	142,916	15,481	158,397	19,242	92,440	270,079	878,257
Retail costs	-	-	-	-	77,738	77,738	95,482
Depreciation	430,391	-	430,391	-	-	430,391	437,059
Year ended 31 March 2021	<u>6,519,024</u>	<u>208,896</u>	<u>6,727,920</u>	<u>182,506</u>	<u>276,751</u>	<u>7,187,177</u>	<u>7,171,157</u>
Year ended 31 March 2020	<u>6,527,995</u>	<u>200,879</u>	<u>6,728,874</u>	<u>213,546</u>	<u>228,737</u>	<u>7,171,157</u>	
Depreciation on the endowment property included in residential & day care costs						<u>111,804</u>	<u>111,804</u>

6 TRUSTEES, DIRECTORS & KEY MANAGEMENT PERSONNEL REMUNERATION & BENEFITS

During the year, and prior year, there were three key management personnel comprising the Chief Executive, the Head of Operations & HR, and the Head of Finance, whose emoluments including employer pension contributions and employer national insurance contributions totalled £231,783 (2020: £224,212).

No trustees received any remuneration or other benefits or reimbursement of any expenses for the year (2020: £nil)

Employees earning over £60,000, including employer pension contributions:

	2021 No.	2020 No.
Between £60,000 and £70,000	1	1
Between £70,000 and £80,000	-	1
Between £80,000 and £90,000	1	-

7 STAFF COSTS

	2021 £	2020 £
Wages & salaries	4,659,485	4,367,912
Social security	361,323	319,269
Pension contributions	320,803	222,007
	<u>5,341,611</u>	<u>4,909,188</u>

	2021 No.	2020 No.
Average number of staff during the year	<u>203</u>	<u>209</u>

During the year no employees (2020: 5) were made redundant. The total costs, including payments in lieu of notice, were £nil (2020: £64,970) of which £nil (2019: £36,404) were redundancy payments and £nil (2020: £2,000) settlement payments.

8 TANGIBLE FIXED ASSETS

GROUP & CHARITY

	Freehold Property £	Fixtures & Fittings £	Motor Vehicles £	Total £
Cost				
At 1 April 2020	15,663,573	1,538,531	176,089	17,378,193
Additions	219,180	146,500	76,600	442,280
Disposals	-	-	(112,107)	(112,107)
At 31 March 2021	<u>15,882,753</u>	<u>1,685,031</u>	<u>140,582</u>	<u>17,708,366</u>
Depreciation				
At 1 April 2020	2,328,168	1,283,468	101,022	3,712,658
Charge for the year	310,820	114,094	24,906	449,820
Eliminated on disposals	-	-	(68,056)	(68,056)
At 31 March 2021	<u>2,638,988</u>	<u>1,397,562</u>	<u>57,872</u>	<u>4,094,422</u>
Net book value				
At 31 March 2021	<u>13,243,765</u>	<u>287,469</u>	<u>82,710</u>	<u>13,613,944</u>
At 1 April 2020	<u>13,335,405</u>	<u>255,063</u>	<u>75,067</u>	<u>13,665,535</u>

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

9 FIXED ASSET INVESTMENTS

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Listed investments				
Market value at 1 April 2020	813,627	852,207	813,627	852,207
Additions	101,800	13,309	101,800	13,309
Disposals	(106,459)	(19,805)	(106,459)	(19,805)
Unrealised gains/(losses)	95,463	(32,084)	95,463	(32,084)
Market value at 31 March 2021	<u>904,431</u>	<u>813,627</u>	<u>904,431</u>	<u>813,627</u>

The listed investments held for both years is a mixture of equities and bonds.

Shares in group undertakings

Historical cost at 1 April 2020	-	-	1	1
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	-	-	-	-
Historical cost at 31 March 2021	<u>-</u>	<u>-</u>	<u>1</u>	<u>1</u>

There were no investment assets outside the UK.

The Charity's investment in Group undertakings at the balance sheet date was in The Arthouse at the Meath Limited.

The Arthouse at the Meath Limited:

Nature of business: Social enterprise for educating and helping residents of The Meath to make, commercialise and sell art and art images.

Class of shares: Ordinary - 100% holding

Activity: the company was dormant during the year ended 31 March 2021

Aggregate capital and reserves: £(37,960) (2020: £(37,960))

10 DEBTORS

Amounts falling due within one year	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Residents fees	348,455	291,704	348,455	291,704
Other debtors	128,926	170,286	31,700	73,060
Prepayments & accrued income	77,190	129,046	77,190	129,046
Amounts due from group undertaking	-	-	97,225	135,185
	<u>554,571</u>	<u>591,036</u>	<u>554,570</u>	<u>628,995</u>

Other debtors include £97,226 (2020: £97,226) due from Arthouse Unlimited that is due after more than one year.

11 BANK BALANCES & CASH IN HAND

At 31 March 2021 the charity held monies which are administered on behalf of residents £230,069 (2020: £176,966), residents' personal monies £92,418 (2020: £51,299), and Employment & Support Allowance £nil (2020: £7,122). These balances have not been included in these accounts.

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

12 CREDITORS

Amounts falling due within one year

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Trade creditors	165,320	66,097	165,320	66,097
Social security & other taxes	91,858	89,006	91,858	89,006
Deferred income	322,583	99,925	322,583	99,925
Other creditors	43,257	36,881	43,257	36,881
Accrued expenses	249,741	208,415	249,741	208,415
	<u>872,759</u>	<u>500,324</u>	<u>872,759</u>	<u>500,324</u>

Deferred income comprises residents' fees and event income received in advance of the period to which it relates.

13 ANALYSIS OF NET ASSETS
BETWEEN FUNDS

GROUP	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2021 Total Funds £	2020 Total Funds £
Tangible fixed assets	9,006,163	-	4,607,781	13,613,944	13,665,535
Investments	904,431	-	-	904,431	813,627
Current assets	1,668,967	259,732	-	1,928,699	1,179,153
Current liabilities	(823,593)	-	-	(823,593)	(500,324)
	<u>10,755,968</u>	<u>259,732</u>	<u>4,607,781</u>	<u>15,623,481</u>	<u>15,157,991</u>

GROUP	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2020 Total Funds £
Tangible fixed assets	8,945,950	-	4,719,585	13,665,535
Investments	813,627	-	-	813,627
Current assets	1,065,232	113,921	-	1,179,153
Current liabilities	(500,324)	-	-	(500,324)
	<u>10,324,485</u>	<u>113,921</u>	<u>4,719,585</u>	<u>15,157,991</u>

FOR THE YEAR ENDED 31 MARCH 2021

14 MOVEMENT IN FUNDS

GROUP	Funds at 1 April 2020 £	Income £	Expenditure £	Transfers £	Gains / (losses) £	Funds at 31 March 2021 £
Unrestricted funds						
General fund	1,200,075	7,078,878	(6,899,723)	275,482	95,093	1,749,805
Capital fund	9,124,410	-	-	(118,247)	-	9,006,163
	<u>10,324,485</u>	<u>7,078,878</u>	<u>(6,899,723)</u>	<u>157,235</u>	<u>95,093</u>	<u>10,755,968</u>
Restricted funds						
Therapeutic Sensory Room	96,711	-	-	(96,711)	-	-
Glyndebourne event (deferred to 2022)	-	30,070	(90)	-	-	29,980
Gym salary (20/21 & 21/22)	-	50,000	(25,000)	-	-	25,000
IT - New Meath Computers	-	5,956	-	(1,000)	-	4,956
Personal Centered Software	-	75,000	-	(24,480)	-	50,520
Car Fund - Post Break in	9,910	20,000	-	(29,910)	-	-
Skills Centre shower refurb x 1	-	5,134	-	(5,134)	-	-
Refurbished bathrooms & wet rooms	-	14,700	(14,700)	-	-	-
Specialist salaries	-	105,880	(60,880)	-	-	45,000
Enrichment funding	-	69,147	(7,892)	-	-	61,255
Emergency & reintegration CV19	7,300	89,916	(49,340)	-	-	47,876
Other restricted funds	-	12,893	(17,748)	-	-	(4,855)
	<u>113,921</u>	<u>478,696</u>	<u>(175,650)</u>	<u>(157,235)</u>	<u>-</u>	<u>259,732</u>
Endowment fund	4,719,585	-	(111,804)	-	-	4,607,781
	<u>4,833,506</u>	<u>478,696</u>	<u>(287,454)</u>	<u>(157,235)</u>	<u>-</u>	<u>4,867,513</u>
Total funds	<u>15,157,991</u>	<u>7,557,574</u>	<u>(7,187,177)</u>	<u>-</u>	<u>95,093</u>	<u>15,623,481</u>
Funds at 1 April 2019						
	£	£	£	£	£	£
Unrestricted funds						
General fund	1,328,527	6,637,587	(6,840,008)	106,053	(32,084)	1,200,075
Capital fund	8,224,248	-	-	900,162	-	9,124,410
	<u>9,552,775</u>	<u>6,637,587</u>	<u>(6,840,008)</u>	<u>1,006,215</u>	<u>(32,084)</u>	<u>10,324,485</u>
Restricted funds						
Supported living	-	675,000	-	(675,000)	-	-
Sensory room	-	105,000	(8,289)	-	-	96,711
New residential unit	330,000	-	-	(330,000)	-	-
Car fund	-	9,910	-	-	-	9,910
Other restricted funds	2,715	216,856	(211,056)	(1,215)	-	7,300
	<u>332,715</u>	<u>1,006,766</u>	<u>(219,345)</u>	<u>(1,006,215)</u>	<u>-</u>	<u>113,921</u>
Endowment fund	4,831,389	-	(111,804)	-	-	4,719,585
	<u>5,164,104</u>	<u>1,006,766</u>	<u>(331,149)</u>	<u>(1,006,215)</u>	<u>-</u>	<u>4,833,506</u>
Total funds	<u>14,716,879</u>	<u>7,644,353</u>	<u>(7,171,157)</u>	<u>-</u>	<u>(32,084)</u>	<u>15,157,991</u>

15 OPERATING LEASE COMMITMENTS

Group & Charity	Land & Buildings 2021 £	Other 2021 £	Land & Buildings 2020 £	Other 2020 £
Future minimum lease payments under non-cancellable operating leases:				
Within one year	50,000	12,669	50,000	12,669
Between one and five years	75,000	2,444	125,000	4,698
In more than five years	-	-	-	-
	<u>125,000</u>	<u>15,113</u>	<u>175,000</u>	<u>17,367</u>
Total lease payments made during the year	50,000	16,140	50,000	103,285

16 PENSION COMMITMENTS

During the year £320,803 (2020: £222,007) was paid into the group personal pension scheme. Outstanding liability at the balance sheet date was £41,806 (2020: £35,418).

17 RELATED PARTY DISCLOSURES

Westbrook Housing Limited

Westbrook Housing Limited is a charitable company which leases property to then grant tenancies at affordable rents to people with disabilities, whilst facilitating their care through The Meath Epilepsy Charity. Westbrook Housing Limited has two Trustee Directors in common with The Meath Epilepsy Charity. During the year one property was let by the Meath Epilepsy Charity to Westbrook Housing Limited for rents totalling £30,000 (2019: £26,445).

At the year end a loan of £30,000 was due to The Meath Epilepsy Charity (2020 £30,000).

Arthouse Unlimited (charity number 1177900)

On 31st May 2018 the business activities of the subsidiary undertaking The Arthouse at The Meath Limited were demerged to Arthouse Unlimited, an independent charity.

At the year end £97,225 was due to The Meath Epilepsy Charity (2020 £135,186).

Lindsay Perryman

One individual related to the CEO Lindsay Perryman was employed during the year, receiving remuneration totalling £18,365 (2020: 2 individuals £42,914).

Joanne Axton

One individual related to the Head of HR & Operations Joanne Axton has an interest in contracts and supplies totalling £102,190 (2020: £24,066).

18 ULTIMATE CONTROL

The charity is controlled by the Trustee Directors of The Meath Trustee Company.