



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

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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. Hambledon, 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 Challengers, 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
		8,289,237	520,443	-	8,809,680	8,186,893	580,126	-	8,767,019
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
		8,705,395	164,551	111,804	8,981,750	8,097,018	286,918	111,804	8,495,740
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		4,224,146	(116,245)	(4,272,369)	(164,468)	234,486	162,344	(111,804)	285,026
Total funds brought forward		10,571,510	337,021	4,272,369	15,180,900	10,337,024	174,677	4,384,173	14,895,874
Total funds carried forward		14,795,656	220,776	-	15,016,432	10,571,510	337,021	4,272,369	15,180,900

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>-</u>	<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
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
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			<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
	340,401	297,240
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
	126,094	110,723
Total social enterprise expenditure	466,495	407,963
Unrestricted funds	381,770	263,530
Restricted funds	84,725	144,433
Movement on funds	466,495	407,963

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
	199,586	219,677
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
	62,073	61,877
Total raising funds expenditure	261,659	281,554
Unrestricted funds	261,659	281,554
Restricted funds	-	-
Movement on funds	261,659	281,554

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 No.	2024 No.
Between £60,000 and £69,999	4	2
Between £70,000 and £79,999	1	-
Between £90,000 and £99,999	1	1
	<u>2025 No.</u>	<u>2024 No.</u>
Average number of staff during the year	195	192

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	16,524,040	1,282,867	159,028	17,965,935
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	3,985,627	964,096	134,830	5,084,553
Net book value				
At 31 March 2025	12,538,413	318,771	24,198	12,881,382
At 1 April 2024	12,405,898	191,438	44,166	12,641,502

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	939,247	964,467
Historical cost	929,376	961,703

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
	406,453	388,679

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>
	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>

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)	-	-	-
	<u>337,021</u>	<u>520,443</u>	<u>(164,551)</u>	<u>(472,137)</u>	<u>-</u>	<u>220,776</u>
Restricted funds	337,021	520,443	(164,551)	(472,137)	-	220,776
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
	<u>28,000</u>	<u>34,705</u>	<u>52,676</u>	<u>37,091</u>
Total lease payments made during the year	<u>35,133</u>	<u>13,406</u>	<u>55,188</u>	<u>7,606</u>

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.