

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

England & Wales · Charity number 701925

## Details

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**Other names** A R M S LEICESTERSHIRE LIMITED

**Status** Registered

**Legal form** Charitable company

**Company number** [02374648](#)

**Registered** 1989-09-13

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

## Contact

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**Address** 31 Freemens Common Road  
Leicester  
LE2 7SQ

**Phone** 01162557104

**Website** [www.leicsmstherapycentre.org.uk](http://www.leicsmstherapycentre.org.uk)

## Activities

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**Objects:** TO AID AND IMPROVE FOR THE PUBLIC BENEFIT IN THE AREA OF BENEFIT THE CONDITION OF THOSE SUFFERING FROM MULTIPLE SCLEROSIS BY ANY LAWFUL MEANS.

**Activities:** PROVIDES TREATMENT AND COUNSELLING SERVICES TO PEOPLE WITH MULTIPLE SCLEROSIS

## Classification

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- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** People With Disabilities

## Geography

- **Area of benefit:** LEICESTERSHIRE
- Leicestershire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£250,168	£219,421	-	-
2023-12-31	£206,629	£156,843	-	-
2022-12-31	£168,135	£136,403	-	-
2021-12-31	£243,289	£147,796	-	-
2020-12-31	£253,467	£160,988	-	-

## Trustees

Name	Role	Appointed
Alexine March Frater		2025-06-11
Anne Skevington		2022-06-22
ELIZABETH WOODS		2011-03-31
Howard Fredrick Proudman		2015-09-04
Lesley Butcher		2019-06-13
Lloyd James Wells		2019-06-15
Peter Crossley		2023-06-29
ROGER GREIBEL		2017-06-10
Ryan Archer		2020-08-26
STEVE WILSON		2017-06-10
Steven Allen Platt		2025-06-11

**LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

England & Wales - Charity number 701925

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# Accounts

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**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024  
FOR  
LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

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FOR THE YEAR ENDED 31 DECEMBER 2024**

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# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The Trustees' report also incorporates the Directors' report.

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

Our vision: empowering and enabling people living with Multiple Sclerosis (MS) and other health conditions to actively manage their lives.

Our mission: to deliver coordinated, holistic, and person-centred support services and therapies to people living with MS and other health conditions assisting them in managing their daily lives.

#### **The Centre's objectives and principal activities are:**

To aid and improve, for the public benefit, the condition of those living with MS and other health conditions by any lawful means including any of the following: -

By bringing together persons living with MS, persons interested in MS and any other health conditions.

By providing advice, guidance and moral and practical support for persons living with MS and any other health conditions.

By providing therapy, including oxygen therapy, for persons living with MS or other symptoms or conditions in accordance with the protocols and guidelines of the principal company and with the prior written consent of the principal company.

To improve the physical, mental, emotional, and social health and wellbeing of people living with MS, other health conditions, and their families/carers, to achieve their potential and ensure that they have the confidence and capacity to be active members and contributors in their local communities and civil society.

#### **Significant activities**

The main activities employed to assist the Centre in meeting its objectives in 2024 included the following:

Provision of a facility where self-management support, information and advice is available that will enable people living with MS and other long-term conditions, and their family/carers, to manage their lives.

Individual physiotherapy sessions and group physiotherapy classes are offered to people living with MS and other health conditions.

Holistic therapies including acupuncture, reflexology, massage, Hopi ear candles, and aromatherapy.

Oxygen therapy for people living with MS and a wide range of other health conditions.

### **ACHIEVEMENTS AND PERFORMANCE**

#### **Charitable activities**

Maintained our values, and our purpose, and services.

Minimised the financial risk to the Centre.

Retained our core staff team.

Worked collaboratively in responding to contingency planning, client needs, assessing operational risks and in developing policies and practices.

Successfully raised funds to sustain the Centre and maintained and developed services.

Maintained our relationship with members and volunteers.

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024**

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### **ACHIEVEMENTS AND PERFORMANCE**

#### **Fundraising activities**

The Centre would also like to thank Ryan Archer and the Young Farmers for their fifth year of the Tractor Run held in December 2024 and all the supporters and friends who assisted in this fundraising event. Ryan also held a vintage tractor event during the summer which included a Charity evening event.

A Charity curry night was held at Chef & Spice in October which was well attended by members and supporters.

### **FINANCIAL REVIEW**

#### **Reserves policy**

The charity requires General Reserves, that is, funds that are freely available for the Trustees to spend in furtherance of the objects, in order to bridge the funding gap between spending on the operational activities and receiving resources through grants that provide funding.

The Trustees believe that an ideal level of General Reserves, excluding those designated for fixed assets, would be equivalent to approximately twelve months fixed expenditure which, based on existing budgets, will be approximately £200,000, but this figure is kept under review annually.

At 31 December 2024, the General Reserves were £397,341 which is sufficiently higher than the agreed reserves figure. The Trustees are in the initial phase of planning to allocate a significant amount of funds from their general reserves to the purchase of a building through which to operate. At the present time, an ideal figure has not yet been decided, hence the excess of general reserves has not been allocated to a designated fund. The Trustees will continue to monitor the level of reserves to ensure that they remain adequate for the charity's needs.

### **FUTURE PLANS**

The trustees welcome fresh ideas, enthusiasm and commitment being shown by new trustees, and the invaluable support provided by every trustee.

The Centre is actively developing strategies to plan for the future. Key to moving forward and growing the Centre is building on its learning and achievements, diversifying its income stream, creating a shared vision, mission, values, and principles.

The work continues with the strategic groups:

Financial Stability - meeting on a regular basis with treasurer, accountant, company secretary and chairman.

Forward Thinking and Planning - focusing on what we need to do and how to get there.

Marketing and Branding.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Centre is a charitable company limited by guarantee, incorporated on 21 April 1989. Registered as a charity 26th August 1985. The company was established under a memorandum of association, which established the objects and powers of the Centre, and is governed under its articles of association. In the event of the Centre being wound up, members are required to contribute an amount not exceeding £1.00. The Centre (Leicestershire Multiple Sclerosis Therapy Centre Limited) was formally known as A.R.M.S. Leicestershire Limited but changed its name on 18th February 2000.

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024**

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### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Recruitment and appointment of new trustees**

The original members of the company consisted of the founder member and ordinary members. The founder member was ARMS (Action and Research for Multiple Sclerosis Limited), but this no longer operates. The Centre now consists of members, who are persons with MS or those with an interest in promoting the objects of the Centre. The trustees are selected from the members of the Centre, excluding employees.

The trustees, including directors of the Centre, are charity trustees for the purpose of the charity law. Under the requirements of the Memorandum of Articles of Association, the trustees are elected to serve for three years. It is advisable Trustees take a break after three terms.

The trustees seek to ensure that the needs of the members are appropriately reflected throughout the diversity of the trustee body. There is a mix of members who use the facilities offered by the Centre, and others who have an interest in the aims of the Centre and can offer appropriate business, clinical, or relevant skills. All members, apart from employees, are eligible to become trustees. The Centre has members from various ethnic groups and beliefs.

#### **Trustee induction and training**

Trustees are already familiar with the practical work of the Centre, having either used the facilities or volunteered to help in the operation of the Centre prior to taking up the role of trustee.

New trustees are invited and encouraged to attend short briefing sessions to familiarise themselves with the Centre and the context within which it operates. These are led by the chair of trustees and the Centre manager and will cover:-

The obligations of the trustees.

The main documents which set out the operational framework for the Centre, including the memorandum of articles.

Resourcing and the current financial position as set out in the latest published accounts.

Future plans and objectives.

Information is provided drawing from the various regulator publications, and this will be distributed to all new trustees along with the Memorandum of Articles and the latest financial statement.

Trustees are encouraged to attend any appropriate training events and any notes from these are circulated to other trustees to ensure the key learning points are shared.

#### **Risk management**

The trustees regularly undertake a review of the risks to which the Centre is exposed, particularly business, operational, and financial risks. The Centre has introduced procedures and reporting regimes to mitigate and manage risks. Internal control systems are designed to meet the Centre's operating needs, the risks to which it is exposed, and to provide reasonable assurance against misstatement or loss. The Centre ensures the Health and Safety policy outline procedures to ensure compliance with health and safety of staff, volunteers, members, and visitors to the Centre. Internal control risks are minimised by the implementation of procedures for authorisation of all transaction and projects. Other policies are in place covering the protection of vulnerable adults, GDPR-data protection, complaints, confidentiality, volunteering, and equal opportunities. The Centre operates regular procedures to monitor the receipt of income, and capital expenditure.

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024**

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### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Organisational structure**

The Centre has up to 11 trustees who meet every three months, on a formal basis. Trustees will be invited to contribute their skills and expertise in agreed sub-groups for certain projects. In addition, the Centre manager communicates regularly for the purpose of taking forward specific work areas. The trustees are responsible for the strategic direction and policy of the Centre.

A scheme of delegation is in place. Day to day responsibility for the provision of the services rests with the Centre manager, who oversees operational management of the Centre and individual supervision of the staff team. The manager also carries out fundraising activities and ensures that the team contributes to develop their skills and working practices in line with good practice.

The trustees would like to acknowledge the continued and valued contribution to the smooth running of the Centre from its dedicated group of volunteers. Volunteers contribute to all aspects of service delivery including the operation of the oxygen chamber, essential maintenance and repair, and cleaning and hygiene input. The trustees also act in a voluntary role and make considerable input to the direction of the Centre.

#### **Decision making**

The trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Centre's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Centre and of the income and expenditure, of the Centre for that period. In preparing the financial statements, the trustees are required to:

Select suitable accounting policies and then apply them consistently.

Observe the methods and principles in the charities SORP.

Make judgements and estimates that are reasonable and prudent.

State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Centre and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Centre and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

#### **Key management remuneration**

Remuneration of £48,922 was paid to key management during the year (2023 - £42,486).

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024

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### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Wider network

##### Assessing risks and resilience

The centre has more work experience students visiting the centre, some are here for a week, some longer. We continue to work with students, in accordance with our safeguarding policies which are regularly reviewed for the students, young adults and children.

##### A strong governance framework

One of the key outcomes over the last two years has been the trustees have had to continue to think about how they govern and adapt to rapidly changing circumstances. However, it is imperative that governance changes are managed effectively and continue to be in the best interests of the Centre. The trustees have been dedicated and worked hard to provide good strong leadership and a clear strategic direction.

##### Additionally, the Centre has:

Actively engaged and updated with its members and supporters through social media platforms and regular newsletters.

Actively engaged the trustees, staff, and volunteers in developing contingency plans and assessing and minimising risks.

Improved our awareness within the area by having a new design of our logo, and rebranding to make the Centre more noticeable. A new website was created and launched in November to encourage a wider audience of people requiring our services.

There have been members who have joined who suffer from various conditions such as Dementia and Alzheimers who were advised by medical professionals.

##### Service Developments

From December 2023: A 10 year lease of the property.

The Centre was given a deep clean, and a part time cleaner was employed.

In January 2024 a new member of staff Arnold was welcomed to the team offering his Sport therapy skills.

A Litegait machine including a treadmill, was purchased from money raised from Archers Tractor run and a donation from Access group. All physiotherapists staff received training in this equipment.

A wheelchair treadmill was purchased which all offered an improving service to its members.

Access to a Hydrotherapy pool was made available to members during the early part of the year but unfortunately ceased in June.

##### Related parties

In so far as it is complementary to the charity's objects, the Centre is guided by both local and national policy. The Centre is a member of the MS National Centres (MSNTC), an umbrella charity registered in England, Wales, and Scotland. As a member of the MSNTC, the Centre benefits from reduced oxygen prices, training, and the provision of national standards for the delivery of oxygen therapy. MSNTC holds open meetings around the UK to enable Centres to communicate and share ideas and best practice. The representation of other Centres within this group has proved invaluable to the Centre in establishing improved links within the MS community and identifying relevant policy developments and prospective treatments and how they may be funded.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Company number

02374648 (England and Wales)

#### Registered Charity number

701925

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024**

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### **Registered office**

31 Freemans Common Road  
Leicester  
LE2 7SQ

### **Trustees**

A Skevington  
S Wilson (Chair)  
L Butcher  
E Woods  
R Griebel  
H Proudman  
L Wells  
R Archer  
P Crossley

### **Independent Examiner**

Mr P Bott FCA  
Institute of Chartered Accountants in England and Wales  
Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

### **Bankers**

Barclays Bank Plc  
Leicester  
LE87 2BB

### **Centre Manager**

The MS Therapy Centre was managed by Josephine Hill during the period.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

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

S Wilson - Trustee

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

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## **Independent examiner's report to the trustees of Leicestershire Multiple Sclerosis Therapy Centre Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2024.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

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**Use of our report**

This report is made solely to the charity's members. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our work, for this report, or for the opinions we have formed'

Mr P Bott FCA  
Institute of Chartered Accountants in England and Wales  
Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

16 June 2025

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted fund £	Restricted fund £	<b>2024 Total funds £</b>	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	<b>247,820</b>	-	<b>247,820</b>	205,503
Investment income	3	<b>2,348</b>	-	<b>2,348</b>	1,126
<b>Total</b>		<b>250,168</b>	-	<b>250,168</b>	206,629
<b>EXPENDITURE ON</b>					
Raising funds		<b>5,295</b>	-	<b>5,295</b>	-
<b>Charitable activities</b>					
Charitable activities		<b>214,126</b>	-	<b>214,126</b>	156,843
<b>Total</b>		<b>219,421</b>	-	<b>219,421</b>	156,843
<b>NET INCOME</b>		<b>30,747</b>	-	<b>30,747</b>	49,786
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<b>407,298</b>	-	<b>407,298</b>	357,512
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>438,045</b>	-	<b>438,045</b>	407,298

The notes form part of these financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**BALANCE SHEET  
31 DECEMBER 2024**

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	40,704	-	40,704	57,951
<b>CURRENT ASSETS</b>					
Debtors	9	28,414	-	28,414	13,083
Cash at bank and in hand		385,894	-	385,894	343,190
		<u>414,308</u>	-	<u>414,308</u>	<u>356,273</u>
<b>CREDITORS</b>					
Amounts falling due within one year	10	(16,967)	-	(16,967)	(6,926)
<b>NET CURRENT ASSETS</b>		<u>397,341</u>	-	<u>397,341</u>	<u>349,347</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>438,045</u>	-	<u>438,045</u>	<u>407,298</u>
<b>NET ASSETS</b>		<u>438,045</u>	-	<u>438,045</u>	<u>407,298</u>
<b>FUNDS</b>	11				
Unrestricted funds				<u>438,045</u>	<u>407,298</u>
<b>TOTAL FUNDS</b>				<u>438,045</u>	<u>407,298</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**BALANCE SHEET - continued  
31 DECEMBER 2024**

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

S Wilson - Trustee

The notes form part of these financial statements

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

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### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### **Financial reporting standard 102 - reduced disclosure exemptions**

The charitable company has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

#### **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.

Voluntary income is received by way of donations and legacies and is included in full in the Statements of Financial Activities when receivable.

#### **Expenditure**

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

#### **Tangible fixed assets**

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

Leasehold improvements	- 10% on cost
Plant and machinery	- 20% on cost
Computer equipment	- 33% on cost

#### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

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

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

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

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2024

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### 1. ACCOUNTING POLICIES - continued

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

#### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

#### Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

#### Going concern

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

#### Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received.

Government grants are recognised using the accrual model.

### 2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	223,379	194,822
Gift aid	15,299	10,681
Fundraising	9,142	-
	<u>247,820</u>	<u>205,503</u>

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**3. INVESTMENT INCOME**

	<b>2024</b>	2023
	£	£
Interest received	<b>2,348</b>	1,126

**4. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2024</b>	2023
	£	£
Independent exam	<b>3,480</b>	3,300
Depreciation - owned assets	<b>24,664</b>	23,835
Other operating leases	<b>7,750</b>	7,750

**5. TRUSTEES' REMUNERATION AND BENEFITS**

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

**Trustees' expenses**

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

**6. STAFF COSTS**

	<b>2024</b>	2023
	£	£
Wages and salaries	<b>110,061</b>	74,101
Other pension costs	<b>2,213</b>	1,576
	<b>112,274</b>	75,677

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

	<b>2024</b>	2023
Average number of employees	<b>4</b>	3

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

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31 DECEMBER 2023**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	205,503	-	205,503
Investment income	1,126	-	1,126
<b>Total</b>	<u>206,629</u>	<u>-</u>	<u>206,629</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable activities	156,843	-	156,843
<b>NET INCOME</b>			
Transfers between funds	49,786	-	49,786
<b>Net movement in funds</b>	<u>20,000</u>	<u>(20,000)</u>	<u>-</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	69,786	(20,000)	49,786
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>337,512</u></u>	<u><u>20,000</u></u>	<u><u>357,512</u></u>
	<u><u>407,298</u></u>	<u><u>-</u></u>	<u><u>407,298</u></u>

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**8. TANGIBLE FIXED ASSETS**

	Leasehold improvements £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>					
At 1 January 2024	42,013	82,900	-	3,969	128,882
Additions	-	-	7,417	-	7,417
At 31 December 2024	42,013	82,900	7,417	3,969	136,299
<b>DEPRECIATION</b>					
At 1 January 2024	22,258	46,041	-	2,632	70,931
Charge for year	5,933	16,580	1,483	668	24,664
At 31 December 2024	28,191	62,621	1,483	3,300	95,595
<b>NET BOOK VALUE</b>					
At 31 December 2024	13,822	20,279	5,934	669	40,704
At 31 December 2023	19,755	36,859	-	1,337	57,951

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Other debtors	27,898	12,599
Prepayments	516	484
	28,414	13,083

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2024</b>	2023
	£	£
Other creditors	<b>2,605</b>	1,388
Accruals and deferred income	<b>14,362</b>	5,538
	<u><b>16,967</b></u>	<u>6,926</u>

**11. MOVEMENT IN FUNDS**

	At 1.1.24	Net movement in funds	At 31.12.24
	£	£	£
<b>Unrestricted funds</b>			
General fund	<b>407,298</b>	<b>30,747</b>	<b>438,045</b>
	<u><b>407,298</b></u>	<u><b>30,747</b></u>	<u><b>438,045</b></u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	<b>250,168</b>	<b>(219,421)</b>	<b>30,747</b>
	<u><b>250,168</b></u>	<u><b>(219,421)</b></u>	<u><b>30,747</b></u>

**Comparatives for movement in funds**

	At 1.1.23	Net movement in funds	Transfers between funds	At 31.12.23
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	337,512	49,786	20,000	407,298
<b>Restricted funds</b>				
M.S Equipment fund	20,000	-	(20,000)	-
	<u>357,512</u>	<u>49,786</u>	<u>-</u>	<u>407,298</u>

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2024

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### 11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	206,629	(156,843)	49,786
<b>TOTAL FUNDS</b>	<u>206,629</u>	<u>(156,843)</u>	<u>49,786</u>

**Unrestricted funds** comprise those funds which the Trustees are free to use in accordance with the charity's objects.

#### **M.S equipment fund.**

A restricted fund relating to a legacy donated with the specific instruction of the amount only being used to purchase equipment that directly benefits individuals suffering with Multiple Sclerosis.

### 12. EMPLOYEE BENEFIT OBLIGATIONS

The company operates a pension scheme. During the year, the company made contributions of £2,213 (2023 - £1,576). At the year end, there were no contributions outstanding (2022 - £Nil).

### 13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024 (2023 - £Nil)

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2024**

	2024 £	2023 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	223,379	194,822
Gift aid	15,299	10,681
Fundraising	9,142	-
	<u>247,820</u>	<u>205,503</u>
<b>Investment income</b>		
Interest received	2,348	1,126
	<u>250,168</u>	<u>206,629</u>
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Fundraising costs	5,295	-
<b>Charitable activities</b>		
Wages & NI	110,061	74,101
Pensions	2,213	1,576
Rent	7,750	7,750
Rates and water	2,292	2,080
Insurance	3,192	2,898
Light and heat	2,565	2,799
Telephone	1,825	1,449
Postage and stationery	4,030	2,158
Advertising	122	1,257
Sundries	8,786	4,310
Oxygen	12,426	9,962
Lift expenditure	757	1,829
Chamber running costs	7,071	2,084
Therapy session costs	1,280	-
Repairs and renewals	11,662	8,690
Depreciation	24,664	23,835
	<u>200,696</u>	<u>146,778</u>
<b>Support costs</b>		

This page does not form part of the statutory financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2024**

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	2024	2023
	£	£
<b>Support costs</b>		
<b>Finance</b>		
Bank charges	1,075	1,257
<b>Governance costs</b>		
Independent exam	3,480	3,300
Accountancy and legal fees	8,875	5,508
	<u>12,355</u>	<u>8,808</u>
Total resources expended	<u>219,421</u>	<u>156,843</u>
<b>Net income</b>	<u><u>30,747</u></u>	<u><u>49,786</u></u>

This page does not form part of the statutory financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

England & Wales - Charity number 701925

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# Accounts

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**REGISTERED COMPANY NUMBER: 02374648 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 701925**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023  
FOR  
LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The Trustees' report also incorporates the Directors' report.

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

Our vision: empowering and enabling people living with Multiple Sclerosis (MS) and other health conditions to actively manage their lives.

Our mission: to deliver coordinated, holistic, and person-centred support services and therapies to people living with MS and other health conditions assisting them in managing their daily lives.

#### The Centre's objectives and principal activities are:

To aid and improve, for the public benefit, the condition of those living with MS and other health conditions by any lawful means including any of the following: -

By bringing together persons living with MS, persons interested in MS and any other health conditions.

By providing advice, guidance and moral and practical support for persons living with MS and any other health conditions.

By providing therapy, including oxygen therapy, for persons living with MS or other symptoms or conditions in accordance with the protocols and guidelines of the principal company and with the prior written consent of the principal company.

To improve the physical, mental, emotional, and social health and wellbeing of people living with MS, other health conditions, and their families/carers, to achieve their potential and ensure that they have the confidence and capacity to be active members and contributors in their local communities and civil society.

#### Significant activities

The main activities employed to assist the Centre in meeting its objectives in 2023 included the following:

Provision of a facility where self-management support, information and advice is available that will enable people living with MS and other long-term conditions, and their family/carers, to manage their lives.

Individual physiotherapy sessions and group physiotherapy classes are offered to people living with MS and other health conditions.

Holistic therapies including acupuncture, reflexology, massage, Hopi ear candles, and aromatherapy.

Oxygen therapy for people living with MS and a wide range of other health conditions.

#### Changes to the board of trustees.

Following the AGM June 2023, Richard Hughes, trustee and former Treasurer sadly passed away, our thoughts are with Rik's family and many friends. He will be missed by all. Peter Crossley came on board as trustee.

### ACHIEVEMENT AND PERFORMANCE

#### Charitable activities

Maintained our values, and our purpose, and services.

Minimised the financial risk to the Centre.

Retained our core staff team.

Worked collaboratively in responding to contingency planning, client needs, assessing operational risks and in developing policies and practices.

Successfully raised funds to sustain the Centre and maintained and developed services.

Maintained our relationship with members and volunteers.

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

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### **ACHIEVEMENT AND PERFORMANCE**

#### **Fundraising activities**

We are grateful to all the volunteers who offer their services to help with the Match day parking. The Centre would also like to thank Ryan Archer, the Young Farmers and supporters for the fourth year of Tractor Run held in December 2023 and all the supporters and friends who assisted in this fundraising event.

### **FINANCIAL REVIEW**

#### **Reserves policy**

The charity requires General Reserves, that is, funds that are freely available for the Trustees to spend in furtherance of the objects, in order to bridge the funding gap between spending on the operational activities and receiving resources through grants that provide funding.

The Trustees believe that an ideal level of General Reserves, excluding those designated for fixed assets, would be equivalent to approximately twelve months fixed expenditure which, based on existing budgets, will be approximately £155,000, but this figure is kept under review annually.

At 31 December 2023, the General Reserves were £349,647 which is sufficiently higher than the agreed reserves figure. The Trustees are in the initial phase of planning to allocate a significant amount of funds from their general reserves to the purchase of a building through which to operate. At the present time, an ideal figure has not yet been decided, hence the excess of general reserves has not been allocated to a designated fund. The Trustees will continue to monitor the level of reserves to ensure that they remain adequate for the charity's needs.

### **FUTURE PLANS**

The trustees welcome fresh ideas, enthusiasm, and commitment being shown by new trustees, and the invaluable support provided by every trustee. The Centre is actively developing strategies to plan for the future. Key to moving forward and growing the Centre is building on its learning and achievements, diversifying its income stream, creating a shared vision, mission, values, and principles. The work continues with the strategic groups: Financial Stability - meeting on a regular basis with treasurer, accountant, Company secretary and chairman. Forward Thinking and Planning - focusing on what we need to do and how to get there. Marketing and Branding.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Centre is a charitable company limited by guarantee, incorporated on 21 April 1989. Registered as a charity 26th August 1985. The company was established under a memorandum of association, which established the objects and powers of the Centre, and is governed under its articles of association. In the event of the Centre being wound up, members are required to contribute an amount not exceeding £1.00. The Centre (Leicestershire Multiple Sclerosis Therapy Centre Limited) was formally known as A.R.M.S. Leicestershire Limited but changed its name on 18th February 2000.

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

---

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Recruitment and appointment of new trustees

The original members of the company consisted of the founder member and ordinary members. The founder member was ARMS (Action and Research for Multiple Sclerosis Limited), but this no longer operates. The Centre now consists of members, who are persons with MS or those with an interest in promoting the objects of the Centre. The trustees are selected from the members of the Centre, excluding employees.

The trustees, including directors of the Centre, are charity trustees for the purpose of the charity law. Under the requirements of the Memorandum of Articles of Association, the trustees are elected to serve for three years. It is advisable Trustees take a break after three terms.

The trustees seek to ensure that the needs of the members are appropriately reflected throughout the diversity of the trustee body. There is a mix of members who use the facilities offered by the Centre, and others who have an interest in the aims of the Centre and can offer appropriate business, clinical, or relevant skills. All members, apart from employees, are eligible to become trustees. The Centre has members with large variety of race, colour, and creeds.

#### Trustee induction and training

Trustees are already familiar with the practical work of the Centre, having either used the facilities or volunteered to help in the operation of the Centre prior to taking up the role of trustee. New trustees are invited and encouraged to attend short briefing sessions to familiarise themselves with the Centre and the context within which it operates. These are led by the chair of trustees and the Centre manager and will cover:-

The obligations of the trustees.

The main documents which set out the operational framework for the Centre, including the memorandum of articles.

Resourcing and the current financial position as set out in the latest published accounts.

Future plans and objectives.

Information is provided drawing from the various regulator publications, and this will be distributed to all new trustees along with the Memorandum of Articles and the latest financial statement.

Trustees are encouraged to attend any appropriate training events and any notes from these are circulated to other trustees to ensure the key learning points are shared.

#### Risk management

The trustees regularly undertake a review of the risks to which the Centre is exposed, particularly business, operational, and financial risks. The Centre has introduced procedures and reporting regimes to mitigate and manage risks. Internal control systems are designed to meet the Centre's operating needs, the risks to which it is exposed, and to provide reasonable assurance against misstatement or loss. The Centre ensures the Health and Safety policy outline procedures to ensure compliance with health and safety of staff, volunteers, members, and visitors to the Centre. Internal control risks are minimised by the implementation of procedures for authorisation of all transaction and projects. Other policies are in place covering the protection of vulnerable adults, GDPR-data protection, complaints, confidentiality, volunteering, and equal opportunities. The Centre operates regular procedures to monitor the receipt of income, and capital expenditure.

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

---

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Organisational structure**

The Centre has up to 11 trustees who meet every three months, on a formal basis. Trustees will be invited to contribute their skills and expertise in agreed sub-groups for certain projects. In addition, the Centre manager communicates regularly for the purpose of taking forward specific work areas. The trustees are responsible for the strategic direction and policy of the Centre.

A scheme of delegation is in place. Day to day responsibility for the provision of the services rests with the Centre manager, who oversees operational management of the Centre and individual supervision of the staff team. The manager also carries out fundraising activities and ensures that the team contributes to develop their skills and working practices in line with good practice.

The trustees would like to acknowledge the continued and valued contribution to the smooth running of the Centre from its dedicated group of volunteers. Volunteers contribute to all aspects of service delivery including the operation of the oxygen chamber, essential maintenance and repair, and cleaning and hygiene input. The trustees also act in a voluntary role and make considerable input to the direction of the Centre.

#### **Decision making**

The trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Centre's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Centre and of the income and expenditure, of the Centre for that period. In preparing the financial statements, the trustees are required to:

Select suitable accounting policies and then apply them consistently.

Observe the methods and principles in the charities SORP.

Make judgements and estimates that are reasonable and prudent.

State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Centre and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Centre and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

---

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Induction and training of new trustees

Trustees are already familiar with the practical work of the Centre, having either used the facilities or volunteered to help in the operation of the Centre prior to taking up the role of trustee.

New trustees are invited and encouraged to attend short briefing sessions to familiarise themselves with the Centre and the context within which it operates. These are led by the chair of trustees and the Centre manager and will cover:-

The obligations of the trustees.

The main documents which set out the operational framework for the Centre, including the memorandum of articles.

Resourcing and the current financial position as set out in the latest published accounts.

Future plans and objectives.

Information is provided drawing from the various regulator publications, and this will be distributed to all new trustees along with the Memorandum of Articles and the latest financial statement.

Trustees are encouraged to attend any appropriate training events and any notes from these are circulated to other trustees to ensure the key learning points are shared.

#### Key management remuneration

Remuneration of £42,486 was paid to key management during the year (2022 - £33,592).

#### Wider network

##### Assessing risks and resilience

The centre has more work experience students visiting the centre, some are here for a week, some longer. In October 2022 the trustees decided to relook at safeguarding policies and introduced a policy 'Work placement students, young adults and children'. This was distributed to all trustees, staff, volunteers and members.

##### A strong governance framework

One of the key outcomes over the last two years has been the trustees have had to continue to think about how they govern and adapt to rapidly changing circumstances. However, it is imperative that governance changes are managed effectively and continue to be in the best interests of the Centre. The trustees have been dedicated and worked hard to provide good strong leadership and a clear strategic direction.

##### Additionally, the Centre has:

Actively engaged and updated with its members and supporters through social media platforms and regular newsletters.

Actively engaged the trustees, staff, and volunteers in developing contingency plans and assessing and minimising risks.

Improved our awareness within the area by having a new design of our logo, and rebranding to make the Centre more noticeable. A new website was created and launched in November to encourage a wider audience of people requiring our services.

There have been members who have joined who suffer from various conditions such as Dementia and Alzheimers who were advised by medical professionals.

##### Service Developments

From December 2022: The centre has purchased a Litegait machine. LiteGait therapy allows members to safely engage in progressively challenging functional activities, benefiting with lower extremity pain, lower extremity and trunk weakness, weight-bearing restrictions or amputation, diminished cardiopulmonary function, and poor activity tolerance. LiteGait therapy also benefits higher-functioning clients be challenged and progressed in a fall-free environment.

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

---

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Related parties

In so far as it is complementary to the charity's objects, the Centre is guided by both local and national policy. The Centre is a member of the MS National Centres (MSNTC), an umbrella charity registered in England, Wales, and Scotland. As a member of the MSNTC, the Centre benefits from reduced oxygen prices, training, and the provision of national standards for the delivery of oxygen therapy. MSNTC holds open meetings around the UK to enable Centres to communicate and share ideas and best practice. The representation of other Centres within this group has proved invaluable to the Centre in establishing improved links within the MS community and identifying relevant policy developments and prospective treatments and how they may be funded.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Company number

02374648 (England and Wales)

#### Registered Charity number

701925

#### Registered office

31 Freemans Common Road  
Leicester  
LE2 7SQ

#### Trustees

A Skevington  
J Adams (resigned 28.6.2023)  
S Wilson  
L Butcher  
E Woods  
R Griebel  
H Proudman  
L Wells  
R Archer  
R Hughes (resigned 16.7.2023)  
P Crossley (appointed 29.6.2023)

#### Independent Examiner

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

#### Bankers

Barclays Bank Plc  
Leicester  
LE87 2BB

#### Centre Manager

The MS Therapy Centre was managed by Josephine Hill during the period.

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 11 June 2024 and signed on its behalf by:

S Wilson - Trustee

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

---

## **Independent examiner's report to the trustees of Leicestershire Multiple Sclerosis Therapy Centre Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

### **Use of our report**

This report is made solely to the charity's members. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our work, for this report, or for the opinions we have formed'

Mr P Bott FCA

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

12 June 2024

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted fund £	Restricted fund £	<b>2023 Total funds £</b>	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	<b>188,331</b>	-	<b>188,331</b>	160,966
Other trading activities	3	<b>17,172</b>	-	<b>17,172</b>	6,946
Investment income	4	<b>1,126</b>	-	<b>1,126</b>	223
<b>Total</b>		<b>206,629</b>	-	<b>206,629</b>	168,135
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Charitable activities		<b>156,843</b>	-	<b>156,843</b>	136,403
<b>NET INCOME</b>					
Transfers between funds	13	<b>49,786</b> <b>20,000</b>	- <b>(20,000)</b>	<b>49,786</b> <b>-</b>	31,732 -
<b>Net movement in funds</b>		<b>69,786</b>	<b>(20,000)</b>	<b>49,786</b>	31,732
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<b>337,512</b>	<b>20,000</b>	<b>357,512</b>	325,780
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>407,298</b>	-	<b>407,298</b>	357,512

The notes form part of these financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**BALANCE SHEET  
31 DECEMBER 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	57,951	-	57,951	47,981
<b>CURRENT ASSETS</b>					
Debtors	10	13,083	-	13,083	14,359
Cash at bank and in hand		343,190	-	343,190	304,032
		356,273	-	356,273	318,391
<b>CREDITORS</b>					
Amounts falling due within one year	11	(6,926)	-	(6,926)	(8,860)
<b>NET CURRENT ASSETS</b>		349,347	-	349,347	309,531
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		407,298	-	407,298	357,512
<b>NET ASSETS</b>		407,298	-	407,298	357,512
<b>FUNDS</b>	13				
Unrestricted funds				407,298	337,512
Restricted funds				-	20,000
<b>TOTAL FUNDS</b>				407,298	357,512

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**BALANCE SHEET - continued  
31 DECEMBER 2023**

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 11 June 2024 and were signed on its behalf by:

S Wilson - Trustee

The notes form part of these financial statements

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

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### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### **Financial reporting standard 102 - reduced disclosure exemptions**

The charitable company has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

#### **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.

Voluntary income is received by way of donations and legacies and is included in full in the Statements of Financial Activities when receivable.

#### **Expenditure**

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

#### **Tangible fixed assets**

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

Leasehold improvements	- 10% on cost
Plant and machinery	- 20% on cost
Computer equipment	- 33% on cost

#### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

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

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

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

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2023

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### 1. ACCOUNTING POLICIES - continued

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

#### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

#### Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

#### Going concern

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

#### Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received.

Government grants are recognised using the accrual model.

### 2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	177,650	145,566
Gift aid	10,681	15,400
	<u>188,331</u>	<u>160,966</u>

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**3. OTHER TRADING ACTIVITIES**

	<b>2023</b>	2022
	<b>£</b>	£
Fundraising events	<b>17,172</b>	6,946

**4. INVESTMENT INCOME**

	<b>2023</b>	2022
	<b>£</b>	£
Interest received	<b>1,126</b>	223

**5. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2023</b>	2022
	<b>£</b>	£
Independent exam	<b>3,300</b>	3,000
Depreciation - owned assets	<b>23,835</b>	16,808
Other operating leases	<b>7,750</b>	7,750

**6. TRUSTEES' REMUNERATION AND BENEFITS**

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

**Trustees' expenses**

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

**7. STAFF COSTS**

	<b>2023</b>	2022
	<b>£</b>	£
Wages and salaries	<b>74,101</b>	59,241
Other pension costs	<b>1,576</b>	3,200
	<b>75,677</b>	62,441

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

	<b>2023</b>	2022
Average number of employees	<b>3</b>	3

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

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31 DECEMBER 2022	Unrestricted fund £	Restricted fund £	Total funds £	
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies	160,966	-	160,966	
Other trading activities	6,946	-	6,946	
Investment income	223	-	223	
<b>Total</b>	<u>168,135</u>	<u>-</u>	<u>168,135</u>	
<b>EXPENDITURE ON</b>				
<b>Charitable activities</b>				
Charitable activities	136,403	-	136,403	
<b>NET INCOME</b>	31,732	-	31,732	
<b>RECONCILIATION OF FUNDS</b>				
Total funds brought forward	305,780	20,000	325,780	
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>337,512</u>	<u>20,000</u>	<u>357,512</u>	
<b>9. TANGIBLE FIXED ASSETS</b>				
	Leasehold improvements £	Plant and machinery £	Computer equipment £	Totals £
<b>COST</b>				
At 1 January 2023	42,013	51,100	1,964	95,077
Additions	-	31,800	2,005	33,805
At 31 December 2023	<u>42,013</u>	<u>82,900</u>	<u>3,969</u>	<u>128,882</u>
<b>DEPRECIATION</b>				
At 1 January 2023	16,325	29,461	1,310	47,096
Charge for year	5,933	16,580	1,322	23,835
At 31 December 2023	<u>22,258</u>	<u>46,041</u>	<u>2,632</u>	<u>70,931</u>
<b>NET BOOK VALUE</b>				
At 31 December 2023	<u>19,755</u>	<u>36,859</u>	<u>1,337</u>	<u>57,951</u>
At 31 December 2022	<u>25,688</u>	<u>21,639</u>	654	<u>47,981</u>

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Other debtors	12,599	13,882
Prepayments	484	477
	<u>13,083</u>	<u>14,359</u>

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Trade creditors	-	4,660
Other creditors	1,388	-
Accruals and deferred income	5,538	4,200
	<u>6,926</u>	<u>8,860</u>

**12. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	-	7,750
Between one and five years	-	23,250
	<u>-</u>	<u>31,000</u>

Following a legal dispute between the freehold and leasehold owner of the property that LMSTC occupies, the quarterly rental payments paid by the charity have been placed in a trust, to be held until the verdict of a court decision. Due to the uncertainty of payment being made, the minimum lease payments under non-cancellable operating leases have not been disclosed above.

**13. MOVEMENT IN FUNDS**

	At 1.1.23	Net movement in funds	Transfers between funds	At 31.12.23
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	337,512	49,786	20,000	407,298
<b>Restricted funds</b>				
M.S Equipment fund	20,000	-	(20,000)	-
<b>TOTAL FUNDS</b>	<u>357,512</u>	<u>49,786</u>	<u>-</u>	<u>407,298</u>

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**13. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	206,629	(156,843)	49,786
<b>TOTAL FUNDS</b>	<u>206,629</u>	<u>(156,843)</u>	<u>49,786</u>

**Comparatives for movement in funds**

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
<b>Unrestricted funds</b>			
General fund	305,780	31,732	337,512
<b>Restricted funds</b>			
M.S Equipment fund	20,000	-	20,000
<b>TOTAL FUNDS</b>	<u>325,780</u>	<u>31,732</u>	<u>357,512</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	168,135	(136,403)	31,732
<b>TOTAL FUNDS</b>	<u>168,135</u>	<u>(136,403)</u>	<u>31,732</u>

**Unrestricted funds** comprise those funds which the Trustees are free to use in accordance with the charity's objects.

**M.S equipment fund.**

A restricted fund relating to a legacy donated with the specific instruction of the amount only being used to purchase equipment that directly benefits individuals suffering with Multiple Sclerosis.

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**13. MOVEMENT IN FUNDS - continued**

**Transfers between funds**

Following the purchase of the specific assets to which the sole restricted fund relates, the balance of the MS equipment fund relating to said assets was transferred to unrestricted funds as there are no restrictions imposed on the assets.

**14. EMPLOYEE BENEFIT OBLIGATIONS**

The company operates a pension scheme. During the year, the company made contributions of £1,576 (2022 - £3,200). At the year end, there were no contributions outstanding (2022 - £Nil).

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2023 (2022 - £Nil)

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	177,650	145,566
Gift aid	<u>10,681</u>	<u>15,400</u>
	<b>188,331</b>	<b>160,966</b>
<b>Other trading activities</b>		
Fundraising events	17,172	6,946
<b>Investment income</b>		
Interest received	<u>1,126</u>	<u>223</u>
<b>Total incoming resources</b>	<b>206,629</b>	<b>168,135</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	74,101	59,241
Pensions	1,576	3,200
Rent	7,750	7,750
Rates and water	2,080	2,750
Insurance	2,898	2,793
Light and heat	2,799	2,447
Telephone	1,449	930
Postage and stationery	2,158	3,560
Advertising	1,257	-
Sundries	4,310	5,414
Oxygen	9,962	9,247
Lift expenditure	1,829	-
Chamber running costs	2,084	5,036
Bank charges	1,257	2,301
Repairs and renewals	8,690	8,706
Depreciation	<u>23,835</u>	<u>16,808</u>
	<b>148,035</b>	<b>130,183</b>
<b>Support costs</b>		
<b>Governance costs</b>		
Independent exam	3,300	3,000
Accountancy and legal fees	<u>5,508</u>	<u>3,220</u>
	<b>8,808</b>	<b>6,220</b>

This page does not form part of the statutory financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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	2023 £	2022 £
Total resources expended	<u>156,843</u>	<u>136,403</u>
<b>Net income</b>	<u><u>49,786</u></u>	<u><u>31,732</u></u>

This page does not form part of the statutory financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

England & Wales - Charity number 701925

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# Accounts

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**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022  
FOR  
LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

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FOR THE YEAR ENDED 31 DECEMBER 2022**

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# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The Trustees' report also incorporates the Directors' report.

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

Our vision: empowering and enabling people living with Multiple Sclerosis (MS) and other health conditions to actively manage their lives.

Our mission: to deliver coordinated, holistic, and person-centred support services and therapies to people living with MS and other health conditions assisting them in managing their daily lives.

#### The Centre's objectives and principal activities are:

To aid and improve, for the public benefit, the condition of those living with MS and other health conditions by any lawful means including any of the following: -

By bringing together persons living with MS, persons interested in MS and any other health conditions.

By providing advice, guidance and moral and practical support for persons living with MS and any other health conditions.

By providing therapy, including oxygen therapy, for persons living with MS or other symptoms or conditions in accordance with the protocols and guidelines of the principal company and with the prior written consent of the principal company.

To improve the physical, mental, emotional, and social health and wellbeing of people living with MS, other health conditions, and their families/carers, to achieve their potential and ensure that they have the confidence and capacity to be active members and contributors in their local communities and civil society.

#### Significant activities

The main activities employed to assist the Centre in meeting its objectives in 2022 included the following:

Provision of a facility where self-management support, information and advice is available that will enable people living with MS and other long-term conditions, and their family/carers, to manage their lives.

Individual physiotherapy sessions and group physiotherapy classes are offered to people living with MS and other health conditions.

Holistic therapies including acupuncture, reflexology, massage, Hopi ear candles, and aromatherapy.

Oxygen therapy for people living with MS and a wide range of other health conditions.

#### Changes to the board of trustees.

Following the AGM June 2022, Graham Bee and Chris Emmet stepped down as trustees. The trustees would like to thank them both for all the hard work and support they have given to the Centre in their role as a trustee. We welcomed Anne Skevington and Joseph Adams who joined the trustees.

#### Public benefit

While the COVID-19 pandemic has caused many difficulties and uncertainties, it has also provided the Centre with an opportunity to step back and re-assess. With the need to adapt to a "new normal", the Centre has taken into consideration what is needed to continue and ensures it acts with care and diligence in the best interest of its members, consistent with the Centre's purposes.

In 2022, we had new members join who were affected in different ways from the effects of Long COVID. They were advised by the Long Covid Clinic to attend the centre for oxygen therapy to help with their symptoms, this has proved to be very successful.

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022**

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### **ACHIEVEMENT AND PERFORMANCE**

#### **Charitable activities**

Maintained our values, and our purpose, and services.

Minimised the financial risk to the Centre.

Retained our core staff team.

Worked collaboratively in responding to contingency planning, client needs, assessing operational risks and in developing policies and practices.

Successfully raised funds to sustain the Centre and maintained and developed services.

Maintained our relationship with members and volunteers.

#### **Fundraising activities**

The Centre is working with Leicester Tigers offering match day parking for supporters to park their vehicles. We are grateful to the volunteers who offer their services to provide this fundraising opportunity. The Centre would also like to thank Ryan Archer, the Young Farmers, and supporters for the third year of Tractor Run held in December 2022 and all the supporters and friends who assisted in this fundraising event.

### **FINANCIAL REVIEW**

#### **Reserves policy**

The charity requires General Reserves, that is, funds that are freely available for the Trustees to spend in furtherance of the objects, in order to bridge the funding gap between spending on the operational activities and receiving resources through grants that provide funding.

The Trustees believe that an ideal level of General Reserves, excluding those designated for fixed assets, would be equivalent to approximately twelve months fixed expenditure which, based on existing budgets, will be approximately £140,000, but this figure is kept under review annually.

At 31 December 2022, the General Reserves were £289,531 which is sufficiently higher than the agreed reserves figure. The Trustees will continue to monitor the level of reserves to ensure that they remain adequate for the charity's needs.

### **FUTURE PLANS**

The trustees welcome fresh ideas, enthusiasm, and commitment being shown by new trustees, and the invaluable support provided by every trustee.

The Centre is actively developing strategies to plan for the future. The key to moving forward and growing the Centre is building on its learning and achievements, diversifying its income streams, creating a shared vision, mission, values, and principles. The work continues with the strategic groups:

Financial Stability - meeting on a regular basis with treasurer, accountant, Company secretary and chairman.

Forward Thinking and Planning - focusing on what we need to do and how to get there.

Marketing and Branding.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Centre is a charitable company limited by guarantee, incorporated on 21 April 1989. Registered as a charity 26th August 1985. The company was established under a memorandum of association, which established the objects and powers of the Centre, and is governed under its articles of association. In the event of the Centre being wound up, members are required to contribute an amount not exceeding £1.00. The Centre (Leicestershire Multiple Sclerosis Therapy Centre Limited) was formally known as A.R.M.S. Leicestershire Limited but changed its name on 18th February 2000.

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022**

---

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Recruitment and appointment of new trustees**

The original members of the company consisted of the founder member and ordinary members. The founder member was ARMS (Action and Research for Multiple Sclerosis Limited), but this no longer operates. The Centre now consists of members, who are persons with MS or those with an interest in promoting the objects of the Centre. The trustees are selected from the members of the Centre, excluding employees.

The trustees, including directors of the Centre, are charity trustees for the purpose of the charity law. Under the requirements of the Memorandum of Articles of Association, the trustees are elected to serve for three years. It is advisable Trustees take a break after three terms.

The trustees seek to ensure that the needs of the members are appropriately reflected throughout the diversity of the trustee body. There is a mix of members who use the facilities offered by the Centre, and others who have an interest in the aims of the Centre and can offer appropriate business, clinical, or relevant skills. All members, apart from employees, are eligible to become trustees. The Centre has members with large variety of race, colour, and creeds.

#### **Risk management**

The trustees regularly undertake a review of the risks to which the Centre is exposed, particularly business, operational, and financial risks. The Centre has introduced procedures and reporting regimes to mitigate and manage risks. Internal control systems are designed to meet the Centre's operating needs, the risks to which it is exposed, and to provide reasonable assurance against misstatement or loss. The Centre ensures the Health and Safety policy outline procedures to ensure compliance with health and safety of staff, volunteers, members, and visitors to the Centre. Internal control risks are minimised by the implementation of procedures for authorisation of all transaction and projects. Other policies are in place covering the protection of vulnerable adults, GDPR-data protection, complaints, confidentiality, volunteering, and equal opportunities. The Centre operates regular procedures to monitor the receipt of income, and capital expenditure.

#### **Organisational structure**

The Centre has up to 11 trustees who meet every three months, on a formal basis. Trustees will be invited to contribute their skills and expertise in agreed sub-groups for certain projects. In addition, the Centre manager communicates regularly for the purpose of taking forward specific work areas. The trustees are responsible for the strategic direction and policy of the Centre.

A scheme of delegation is in place. Day to day responsibility for the provision of the services rests with the Centre manager, who oversees operational management of the Centre and individual supervision of the staff team. The manager also carries out fundraising activities and ensures that the team contributes to develop their skills and working practices in line with good practice.

The trustees would like to acknowledge the continued and valued contribution to the smooth running of the Centre from its dedicated group of volunteers. Volunteers contribute to all aspects of service delivery including the operation of the oxygen chamber, essential maintenance and repair, and cleaning and hygiene input. The trustees also act in a voluntary role and make considerable input to the direction of the Centre.

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022**

---

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Decision making**

The trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Centre's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Centre and of the income and expenditure, of the Centre for that period. In preparing the financial statements, the trustees are required to:

Select suitable accounting policies and then apply them consistently.

Observe the methods and principles in the charities SORP.

Make judgements and estimates that are reasonable and prudent.

State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Centre and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Centre and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

#### **Induction and training of new trustees**

Trustees are already familiar with the practical work of the Centre, having either used the facilities or volunteered to help in the operation of the Centre prior to taking up the role of trustee.

New trustees are invited and encouraged to attend short briefing sessions to familiarise themselves with the Centre and the context within which it operates. These are led by the chair of trustees and the Centre manager and will cover:-  
The obligations of the trustees.

The main documents which set out the operational framework for the Centre, including the memorandum of articles.

Resourcing and the current financial position as set out in the latest published accounts.

Future plans and objectives.

Information is provided drawing from the various regulator publications, and this will be distributed to all new trustees along with the Memorandum of Articles and the latest financial statement.

Trustees are encouraged to attend any appropriate training events and any notes from these are circulated to other trustees to ensure the key learning points are shared.

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022

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### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Wider network

##### Assessing risks and resilience

The centre has more work experience students visiting the centre, some are here for a week, some longer. In October 2022 the trustees decided to relook at safeguarding policies and introduced a policy 'Work placement students, young adults and children'. This was distributed to all trustees, staff, volunteers and members.

##### A strong governance framework

One of the key outcomes over the last two years has been the trustees have had to continue to think about how they govern and adapt to rapidly changing circumstances. However, it is imperative that governance changes are managed effectively and continue to be in the best interests of the Centre. The trustees have been dedicated and worked hard to provide good strong leadership and a clear strategic direction.

##### Additionally, the Centre has:

Actively engaged and updated with its members and supporters through social media platforms and regular newsletters.

Actively engaged the trustees, staff, and volunteers in developing contingency plans and assessing and minimising risks.

Improved our awareness within the area by having a new design of our logo, and rebranding to make the Centre more noticeable. A new website was created and launched in November to encourage a wider audience of people requiring our services.

There have been members who have joined who suffer from various conditions such as Dementia and Alzheimers who were advised by medical professionals.

##### Service Developments

From December 2021 the Centre has:

Refurbished the oxygen chamber facilities, improving service to members.

New platform lift installed to assist wheelchair users access to the chamber.

New flooring throughout the ground floor.

The Centre has updated its logo to a more modern design, the new logo has been used to advertise the Centre to the community on the outside of the building.

A new website that was constructed by Miss Laura Towse, with the help of the marketing group.

##### Related parties

In so far as it is complementary to the charity's objects, the Centre is guided by both local and national policy. The Centre is a member of the MS National Centres (MSNTC), an umbrella charity registered in England, Wales, and Scotland. As a member of the MSNTC, the Centre benefits from reduced oxygen prices, training, and the provision of national standards for the delivery of oxygen therapy. MSNTC holds open meetings around the UK to enable Centres to communicate and share ideas and best practice. The representation of other Centres within this group has proved invaluable to the Centre in establishing improved links within the MS community and identifying relevant policy developments and prospective treatments and how they may be funded.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Company number

02374648 (England and Wales)

#### Registered Charity number

701925

#### Registered office

31 Freemans Common Road

Leicester

LE2 7SQ

# **LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022**

---

### **Trustees**

G Bee (resigned 28.6.2022)  
C Emmet (resigned 28.6.2022)  
A Skevington Trustee (appointed 22.6.2022)  
J Adams (appointed 22.6.2022)  
S Wilson  
L Butcher  
E Woods  
R Griebel  
H Proudman  
L Wells  
R Archer  
R Hughes

### **Independent Examiner**

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

### **Bankers**

Barclays Bank Plc  
Leicester  
LE87 2BB

### **Centre Manager**

The MS Therapy Centre was managed by Josephine Hill during the period.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 21 June 2023 and signed on its behalf by:

S Wilson - Trustee

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

---

## **Independent examiner's report to the trustees of Leicestershire Multiple Sclerosis Therapy Centre Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

### **Use of our report**

This report is made solely to the charity's members. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our work, for this report, or for the opinions we have formed'

Mr P Bott FCA

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

8 September 2023

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	160,966	-	160,966	233,276
Other trading activities	3	6,946	-	6,946	10,013
Investment income	4	223	-	223	-
<b>Total</b>		<u>168,135</u>	<u>-</u>	<u>168,135</u>	<u>243,289</u>
<b>EXPENDITURE ON</b>					
Raising funds		-	-	-	885
<b>Charitable activities</b>					
Charitable activities		136,403	-	136,403	146,911
<b>Total</b>		<u>136,403</u>	<u>-</u>	<u>136,403</u>	<u>147,796</u>
<b>NET INCOME</b>		31,732	-	31,732	95,493
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		305,780	20,000	325,780	230,287
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>337,512</u></u>	<u><u>20,000</u></u>	<u><u>357,512</u></u>	<u><u>325,780</u></u>

The notes form part of these financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**BALANCE SHEET  
31 DECEMBER 2022**

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	47,981	-	47,981	49,019
<b>CURRENT ASSETS</b>					
Debtors	10	14,359	-	14,359	26,602
Cash at bank and in hand		284,032	20,000	304,032	252,159
		<u>298,391</u>	<u>20,000</u>	<u>318,391</u>	<u>278,761</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11	(8,860)	-	(8,860)	(2,000)
<b>NET CURRENT ASSETS</b>		<u>289,531</u>	<u>20,000</u>	<u>309,531</u>	<u>276,761</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>337,512</u>	<u>20,000</u>	<u>357,512</u>	<u>325,780</u>
<b>NET ASSETS</b>		<u>337,512</u>	<u>20,000</u>	<u>357,512</u>	<u>325,780</u>
<b>FUNDS</b>					
Unrestricted funds	13			337,512	305,780
Restricted funds				20,000	20,000
<b>TOTAL FUNDS</b>				<u>357,512</u>	<u>325,780</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**BALANCE SHEET - continued  
31 DECEMBER 2022**

---

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 21 June 2023 and were signed on its behalf by:

S Wilson - Trustee

The notes form part of these financial statements

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

---

### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### **Financial reporting standard 102 - reduced disclosure exemptions**

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

#### **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.

Voluntary income is received by way of donations and legacies and is included in full in the Statements of Financial Activities when receivable.

#### **Expenditure**

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

#### **Tangible fixed assets**

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

Leasehold improvements	- 10% on cost
Plant and machinery	- 20% on cost
Computer equipment	- 33% on cost

#### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

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

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

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

# LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2022

---

### 1. ACCOUNTING POLICIES - continued

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

#### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

#### Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

#### Going concern

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

#### Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the company will comply with the conditions attaching to them and the grants will be received.

Government grants are recognised using the accrual model.

### 2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	145,566	186,869
Gift aid	15,400	21,695
Legacies	-	24,712
	<u>160,966</u>	<u>233,276</u>

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**3. OTHER TRADING ACTIVITIES**

	<b>2022</b>	2021
	<b>£</b>	£
Fundraising events	<b>6,946</b>	1,065
Shop income	-	653
Government grants	-	8,295
	<u><b>6,946</b></u>	<u>10,013</u>

**4. INVESTMENT INCOME**

	<b>2022</b>	2021
	<b>£</b>	£
Interest received	<b>223</b>	-
	<u>223</u>	<u>-</u>

**5. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2022</b>	2021
	<b>£</b>	£
Independent exam	<b>3,000</b>	885
Depreciation - owned assets	<b>16,808</b>	14,390
Other operating leases	<b>7,750</b>	7,750
	<u><b>27,558</b></u>	<u>23,025</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2022 nor for the year ended 31 December 2021.

**7. STAFF COSTS**

	<b>2022</b>	2021
	<b>£</b>	£
Wages and salaries	<b>59,241</b>	60,217
Other pension costs	<b>3,200</b>	2,586
	<u><b>62,441</b></u>	<u>62,803</u>

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

	<b>2022</b>	2021
Average number of employees	<b>3</b>	3
	<u>3</u>	<u>3</u>

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

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31 DECEMBER 2021**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	213,276	20,000	233,276
Other trading activities	10,013	-	10,013
<b>Total</b>	<u>223,289</u>	<u>20,000</u>	<u>243,289</u>
<b>EXPENDITURE ON</b>			
Raising funds	885	-	885
<b>Charitable activities</b>			
Charitable activities	146,911	-	146,911
<b>Total</b>	<u>147,796</u>	<u>-</u>	<u>147,796</u>
<b>NET INCOME</b>	75,493	20,000	95,493
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	230,287	-	230,287
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>305,780</u></u>	<u><u>20,000</u></u>	<u><u>325,780</u></u>

**9. TANGIBLE FIXED ASSETS**

	Leasehold improvements £	Plant and machinery £	Computer equipment £	Totals £
<b>COST</b>				
At 1 January 2022	34,646	42,697	1,964	79,307
Additions	7,367	8,403	-	15,770
At 31 December 2022	<u>42,013</u>	<u>51,100</u>	<u>1,964</u>	<u>95,077</u>
<b>DEPRECIATION</b>				
At 1 January 2022	10,392	19,241	655	30,288
Charge for year	5,933	10,220	655	16,808
At 31 December 2022	<u>16,325</u>	<u>29,461</u>	<u>1,310</u>	<u>47,096</u>
<b>NET BOOK VALUE</b>				
At 31 December 2022	<u><u>25,688</u></u>	<u><u>21,639</u></u>	<u><u>654</u></u>	<u><u>47,981</u></u>
At 31 December 2021	<u>24,254</u>	<u>23,456</u>	<u>1,309</u>	<u>49,019</u>

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2022</b>	2021
	£	£
Other debtors	<b>13,882</b>	26,193
Prepayments	<b>477</b>	409
	<u><b>14,359</b></u>	<u>26,602</u>

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2022</b>	2021
	£	£
Trade creditors	<b>4,660</b>	-
Accruals and deferred income	<b>4,200</b>	2,000
	<u><b>8,860</b></u>	<u>2,000</u>

**12. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	<b>2022</b>	2021
	£	£
Within one year	<b>7,750</b>	7,750
Between one and five years	<b>23,250</b>	31,000
	<u><b>31,000</b></u>	<u>38,750</u>

**13. MOVEMENT IN FUNDS**

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
<b>Unrestricted funds</b>			
General fund	<b>305,780</b>	<b>31,732</b>	<b>337,512</b>
<b>Restricted funds</b>			
M.S Equipment fund	<b>20,000</b>	-	<b>20,000</b>
	<u><b>325,780</b></u>	<u><b>31,732</b></u>	<u><b>357,512</b></u>

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**13. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>168,135</b>	<b>(136,403)</b>	<b>31,732</b>
<b>TOTAL FUNDS</b>	<b>168,135</b>	<b>(136,403)</b>	<b>31,732</b>

**Comparatives for movement in funds**

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
<b>Unrestricted funds</b>			
General fund	230,287	75,493	305,780
<b>Restricted funds</b>			
M.S Equipment fund	-	20,000	20,000
<b>TOTAL FUNDS</b>	<b>230,287</b>	<b>95,493</b>	<b>325,780</b>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	223,289	(147,796)	75,493
<b>Restricted funds</b>			
M.S Equipment fund	20,000	-	20,000
<b>TOTAL FUNDS</b>	<b>243,289</b>	<b>(147,796)</b>	<b>95,493</b>

**Unrestricted funds** comprise those funds which the Trustees are free to use in accordance with the charity's objects.

**M.S equipment fund.**

A restricted fund relating to a legacy donated with the specific instruction of the amount only being used to purchase equipment that directly benefits individuals suffering with Multiple Sclerosis.

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

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**14. EMPLOYEE BENEFIT OBLIGATIONS**

The company operates a pension scheme. During the year, the company made contributions of £3,200 (2021 - £2,586). At the year end, there were no contributions outstanding (2021 - £nil).

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2022 (2021 - £Nil)

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	145,566	186,869
Gift aid	15,400	21,695
Legacies	-	24,712
	<u>160,966</u>	<u>233,276</u>
<b>Other trading activities</b>		
Fundraising events	6,946	1,065
Shop income	-	653
Government grants	-	8,295
	<u>6,946</u>	<u>10,013</u>
<b>Investment income</b>		
Interest received	223	-
	<u>223</u>	<u>-</u>
<b>Total incoming resources</b>	<b>168,135</b>	<b>243,289</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	59,241	60,217
Pensions	3,200	2,586
Rent	7,750	7,750
Rates and water	2,750	3,713
Insurance	2,793	2,043
Light and heat	2,447	2,187
Sundries	5,414	11,063
Oxygen	9,247	6,567
Lift expenditure	-	1,287
Chamber running costs	5,036	18,806
Bank charges	2,301	1,624
Repairs and renewals	8,706	12,087
Depreciation	16,808	14,390
	<u>125,693</u>	<u>144,320</u>
<b>Support costs</b>		
<b>Management</b>		
Telephone	930	728
Carried forward	930	728

This page does not form part of the statutory financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS  
THERAPY CENTRE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

---

	2022	2021
	£	£
<b>Management</b>		
Brought forward	930	728
Postage and stationery	3,560	1,863
	<u>4,490</u>	<u>2,591</u>
<b>Governance costs</b>		
Independent exam	3,000	885
Accountancy and legal fees	3,220	-
	<u>6,220</u>	<u>885</u>
Total resources expended	<u>136,403</u>	<u>147,796</u>
<b>Net income</b>	<u>31,732</u>	<u>95,493</u>

This page does not form part of the statutory financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

England & Wales - Charity number 701925

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# Accounts

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**REGISTERED COMPANY NUMBER: 02374648 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 701925**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021  
FOR  
LEICESTERSHIRE MS THERAPY CENTRE LIMITED**

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

---

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

Our vision: Empowering and enabling people living with Multiple Sclerosis (MS) and other health conditions to actively manage their lives.

Our mission: to deliver coordinated, holistic, and person-centred support services and therapies to people living with MS and other health conditions assisting them in managing their daily lives.

#### The Centre's objectives and principal activities are:

To aid and improve, for the public benefit, the condition of those living with MS and other health conditions by any lawful means including any of the following: -

By bringing together persons living with MS, persons interested in MS and any other health conditions.

By providing advice, guidance and moral and practical support for persons living with MS and any other health conditions.

By providing therapy, including oxygen therapy, for persons living with MS or other symptoms or conditions in accordance with the protocols and guidelines of the principal company and with the prior written consent of the principal company.

To improve the physical, mental, emotional, and social health and wellbeing of people living with MS, other health conditions, and their families/carers, to achieve their potential and ensure that they have the confidence and capacity to be active members and contributors in their local communities and civil society.

#### Significant activities

The main activities employed to assist the Centre in meeting its objectives in 2021 included the following:

Provision of a facility where self-management support, information and advice is available that will enable people living with MS and other long-term conditions, and their family/carers, to manage their lives.

Individual physiotherapy sessions and group physiotherapy classes are offered to people living with MS and other health conditions.

Holistic therapies including acupuncture, reflexology, massage, Hopi ear candles, and aromatherapy.

Oxygen therapy for people living with MS and a wide range of other health conditions.

#### Public benefit

While the COVID-19 pandemic has caused many difficulties and uncertainties, it has also provided the Centre with an opportunity to step back and re-assess. With the need to adapt to a "new normal", the Centre has taken into consideration what is needed to continue and ensure it acts with care and diligence in the best interest of its members, consistent with the Centre's purposes.

### ACHIEVEMENT AND PERFORMANCE

#### Charitable activities

Maintained our values, and our purpose, and services.

Minimised the financial risk to the Centre.

Retained our core staff team.

Worked collaboratively in responding to contingency planning, client needs, assessing operational risks and in developing policies and practices.

Successfully raised funds to sustain the Centre and maintained and developed services.

Maintained our relationship with members and volunteers.

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

---

### ACHIEVEMENT AND PERFORMANCE

#### Fundraising activities

The Centre would like to take this opportunity to thank Graham Bee Trustee/Fundraising coordinator for all his hard work in helping to find the much-needed funds to keep the Centre up and running, and all the members and friends of the Centre who have supported them. The Centre would also like to thank Ryan Archer the Young Farmers and supporters for the second year of Tractor Run held in December 2021.

### FINANCIAL REVIEW

#### Reserves policy

A portion of the reserves is designated for emergency or planned expenditure. The trustees consider that 12 months of operating costs is an appropriate level of general funds to maintain under normal operations.

### FUTURE PLANS

The trustees welcome fresh ideas, enthusiasm, and commitment being shown by new trustees, and the invaluable support provided by every trustee.

The Centre is actively developing strategies to plan for the future. Key to moving forward and growing the Centre is building on its learning and achievements, diversifying its income stream, creating a shared vision, mission, values, and principles. The work continues with the strategic groups:

Financial Stability - meeting on a regular basis with treasurer, accountant, Company secretary and chairman.

Forward Thinking and Planning - focusing on what we need to do and how to get there.

Marketing and Branding.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Centre is a charitable company limited by guarantee, incorporated on 21 April 1989. Registered as a charity 26th August 1985. The company was established under a memorandum of association, which established the objects and powers of the Centre, and is governed under its articles of association. In the event of the Centre being wound up, members are required to contribute an amount not exceeding £1.00. The Centre (Leicestershire Multiple Sclerosis Therapy Centre Limited) was formally known as A.R.M.S. Leicestershire Limited but changed its name on 18th February 2000.

#### Recruitment and appointment of new trustees

The original members of the company consisted of the founder member and ordinary members. The founder member was ARMS (Action and Research for Multiple Sclerosis Limited), but this no longer operates. The Centre now consists of members, who are persons with MS or those with an interest in promoting the objects of the Centre. The trustees are selected from the members of the Centre, excluding employees.

The trustees, including directors of the Centre, are charity trustees for the purpose of the charity law. Under the requirements of the Memorandum of Articles of Association, the trustees are elected to serve for three years. It is advisable Trustees take a break after three terms.

The trustees seek to ensure that the needs of the members are appropriately reflected throughout the diversity of the trustee body. There is a mix of members who use the facilities offered by the Centre, and others who have an interest in the aims of the Centre and can offer appropriate business, clinical, or relevant skills. All members, apart from employees, are eligible to become trustees. The Centre has members with large variety of race, colour, and creeds.

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

---

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Organisational structure

The Centre has up to 11 trustees who meet every three months, on a formal basis. Trustees will be invited to contribute their skills and expertise in agreed sub-groups for certain projects. In addition, the Centre manager communicates regularly for the purpose of taking forward specific work areas. The trustees are responsible for the strategic direction and policy of the Centre.

A scheme of delegation is in place. Day to day responsibility for the provision of the services rests with the Centre manager, who oversees operational management of the Centre and individual supervision of the staff team. The manager also carries out fundraising activities and ensures that the team contributes to develop their skills and working practices in line with good practice.

The trustees would like to acknowledge the continued and valued contribution to the smooth running of the Centre from its dedicated group of volunteers. Volunteers contribute to all aspects of service delivery including the operation of the oxygen chamber, essential maintenance and repair, and cleaning and hygiene input. The trustees also act in a voluntary role and make considerable input to the direction of the Centre.

#### Decision making

The trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Centre's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Centre and of the income and expenditure, of the Centre for that period. In preparing the financial statements, the trustees are required to:

Select suitable accounting policies and then apply them consistently.

Observe the methods and principles in the charities SORP.

Make judgements and estimates that are reasonable and prudent.

State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Centre and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Centre and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Induction and training of new trustees

Trustees are already familiar with the practical work of the Centre, having either used the facilities or volunteered to help in the operation of the Centre prior to taking up the role of trustee.

New trustees are invited and encouraged to attend short briefing sessions to familiarise themselves with the Centre and the context within which it operates. These are led by the chair of trustees and the Centre manager and will cover:-

The obligations of the trustees.

The main documents which set out the operational framework for the Centre, including the memorandum of articles.

Resourcing and the current financial position as set out in the latest published accounts.

Future plans and objectives.

Information is provided drawing from the various regulator publications, and this will be distributed to all new trustees along with the Memorandum of Articles and the latest financial statement.

Trustees are encouraged to attend any appropriate training events and any notes from these are circulated to other trustees to ensure the key learning points are shared.

#### Related parties

In so far as it is complementary to the charity's objects, the Centre is guided by both local and national policy. The Centre is a member of the MS National Centres (MSNTC), an umbrella charity registered in England, Wales, and Scotland. As a member of the MSNTC, the Centre benefits from reduced oxygen prices, training, and the provision of national standards for the delivery of oxygen therapy. MSNTC holds open meetings around the UK to enable Centres to communicate and share ideas and best practice. The representation of other Centres within this group has proved invaluable to the Centre in establishing improved links within the MS community and identifying relevant policy developments and prospective treatments and how they may be funded.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Company number

02374648 (England and Wales)

#### Registered Charity number

701925

#### Registered office

31 Freemans Common Road

Leicester

LE2 7SQ

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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### Trustees

G Bee Civil Servant (resigned 28.6.2022)

C Emmet Retired (resigned 28.6.2022)

A Skevington (appointed 22.6.2022)

J Adams (appointed 22.6.2022)

S Wilson

Steve Wilson

Chair

Graham Bee

Vice Chair

Elizabeth Woods

Company Secretary

Richard Hughes

Treasurer

Christopher Emmet

Lloyd Wells

Lesley Butcher

Ryan Archer

Howard Proudman

Roger Griebel

### Independent Examiner

Mark J Rees LLP Chartered Accountants

Granville Hall

Granville Road

Leicester

Leicestershire

LE1 7RU

Approved by order of the board of trustees on 15 December 2022 and signed on its behalf by:

S Wilson - Trustee

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEICESTERSHIRE MS THERAPY CENTRE LIMITED

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## Independent examiner's report to the trustees of Leicestershire MS Therapy Centre Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

### Use of our report

This report is made solely to the charity's members. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our work, for this report, or for the opinions we have formed'

Mr P Bott FCA  
Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

19 December 2022

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2021

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	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	<u>223,289</u>	<u>20,000</u>	<u>243,289</u>	<u>253,467</u>
<b>EXPENDITURE ON</b>					
Raising funds	3	885	-	885	12,947
<b>Charitable activities</b>					
Charitable activities		<u>146,911</u>	-	<u>146,911</u>	<u>148,041</u>
<b>Total</b>		<u>147,796</u>	-	<u>147,796</u>	<u>160,988</u>
<b>NET INCOME</b>		75,493	20,000	95,493	92,479
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		230,287	-	230,287	137,808
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>305,780</u>	<u>20,000</u>	<u>325,780</u>	<u>230,287</u>

The notes form part of these financial statements

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## BALANCE SHEET 31 DECEMBER 2021

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	49,019	-	49,019	52,260
<b>CURRENT ASSETS</b>					
Debtors	9	6,602	20,000	26,602	9,980
Cash at bank		252,159	-	252,159	169,162
		<u>258,761</u>	<u>20,000</u>	<u>278,761</u>	<u>179,142</u>
<b>CREDITORS</b>					
Amounts falling due within one year	10	(2,000)	-	(2,000)	(1,115)
<b>NET CURRENT ASSETS</b>		<u>256,761</u>	<u>20,000</u>	<u>276,761</u>	<u>178,027</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>305,780</u>	<u>20,000</u>	<u>325,780</u>	<u>230,287</u>
<b>NET ASSETS</b>		<u>305,780</u>	<u>20,000</u>	<u>325,780</u>	<u>230,287</u>
<b>FUNDS</b>	11				
Unrestricted funds				305,780	230,287
Restricted funds				20,000	-
<b>TOTAL FUNDS</b>				<u>325,780</u>	<u>230,287</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

# **LEICESTERSHIRE MS THERAPY CENTRE LIMITED**

## **BALANCE SHEET - continued** **31 DECEMBER 2021**

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 15 December 2022 and were signed on its behalf by:

S Wilson - Trustee

The notes form part of these financial statements

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

---

### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### **Financial reporting standard 102 - reduced disclosure exemptions**

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

#### **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.

Voluntary income is received by way of donations and legacies and is included in full in the Statements of Financial Activities when receivable.

#### **Expenditure**

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

#### **Tangible fixed assets**

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

Long leasehold	- 10% on cost
Plant and machinery	- 20% on cost
Computer equipment	- 33% on cost

#### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

#### **Fund accounting**

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

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

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

#### **Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2021

---

### 1. ACCOUNTING POLICIES - continued

#### Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

#### Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

#### Going concern

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

### 2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	186,869	111,290
Gift aid	21,695	9,980
Legacies	24,712	20,521
Government grants	8,295	67,509
Special events	1,065	23,670
Shop	653	7,500
Ebay	-	12,997
	<u>243,289</u>	<u>253,467</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Other grants	<u>8,295</u>	<u>67,509</u>

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2021

### 3. RAISING FUNDS

#### Raising donations and legacies

	2021	2020
	£	£
Staff costs	-	827
Fundraising costs	-	12,120
Support costs	885	-
	<u>885</u>	<u>12,947</u>

### 4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	14,390	11,898
Independent exam fee	885	-
	<u>15,275</u>	<u>11,898</u>

### 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

### 6. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	60,217	93,331
Other pension costs	2,586	3,176
	<u>62,803</u>	<u>96,507</u>

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

	2021	2020
Average number of employees	<u>3</u>	<u>6</u>

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

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2021

<b>7.</b>	<b>COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31 DECEMBER 2020</b>	Unrestricted fund £
	<b>INCOME AND ENDOWMENTS FROM</b>	
	Donations and legacies	253,467
	<b>EXPENDITURE ON</b>	
	Raising funds	12,947
	<b>Charitable activities</b>	
	Charitable activities	148,041
	<b>Total</b>	<u>160,988</u>
	<b>NET INCOME</b>	92,479
	<b>RECONCILIATION OF FUNDS</b>	
	Total funds brought forward	137,808
	<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>230,287</u></u>

<b>8.</b>	<b>TANGIBLE FIXED ASSETS</b>	Long leasehold £	Plant and machinery £	Computer equipment £	Totals £
	<b>COST</b>				
	At 1 January 2021	34,646	33,512	-	68,158
	Additions	-	9,185	1,964	11,149
	At 31 December 2021	<u>34,646</u>	<u>42,697</u>	<u>1,964</u>	<u>79,307</u>
	<b>DEPRECIATION</b>				
	At 1 January 2021	5,196	10,702	-	15,898
	Charge for year	5,196	8,539	655	14,390
	At 31 December 2021	<u>10,392</u>	<u>19,241</u>	<u>655</u>	<u>30,288</u>
	<b>NET BOOK VALUE</b>				
	At 31 December 2021	<u>24,254</u>	<u>23,456</u>	<u>1,309</u>	<u>49,019</u>
	At 31 December 2020	<u>29,450</u>	<u>22,810</u>	<u>-</u>	<u>52,260</u>

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2021

### 9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other debtors	26,193	9,980
Prepayments	409	-
	<u>26,602</u>	<u>9,980</u>

### 10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Accruals and deferred income	2,000	1,115
	<u>2,000</u>	<u>1,115</u>

### 11. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
<b>Unrestricted funds</b>			
General fund	230,287	75,493	305,780
<b>Restricted funds</b>			
M.S Equipment fund	-	20,000	20,000
	<u>230,287</u>	<u>95,493</u>	<u>325,780</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	223,289	(147,796)	75,493
<b>Restricted funds</b>			
M.S Equipment fund	20,000	-	20,000
	<u>243,289</u>	<u>(147,796)</u>	<u>95,493</u>

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2021

### 11. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
<b>Unrestricted funds</b>			
General fund	137,808	92,479	230,287
<b>TOTAL FUNDS</b>	<u>137,808</u>	<u>92,479</u>	<u>230,287</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	253,467	(160,988)	92,479
<b>TOTAL FUNDS</b>	<u>253,467</u>	<u>(160,988)</u>	<u>92,479</u>

**Unrestricted funds** comprise those funds which the Trustees are free to use in accordance with the charity's objects.

#### **M.S equipment fund.**

A restricted fund relating to a legacy donated with the specific instruction of the amount only being used to purchase equipment that directly benefits individuals suffering with Multiple Sclerosis.

### 12. EMPLOYEE BENEFIT OBLIGATIONS

The company operates a pension scheme. During the year, the company made contributions of £2,586 (2020 - £3,176). At the year end, there were no contributions outstanding (2020 - £nil).

### 13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021 (2020 - £Nil)

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

---

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	186,869	111,290
Gift aid	21,695	9,980
Legacies	24,712	20,521
Government grants	8,295	67,509
Special events	1,065	23,670
Shop	653	7,500
Ebay	-	12,997
	<hr/>	<hr/>
	243,289	253,467
<b>Total incoming resources</b>	<b>243,289</b>	<b>253,467</b>
 <b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Wages	-	827
Fundraising costs	-	12,120
	<hr/>	<hr/>
	-	12,947
 <b>Charitable activities</b>		
Wages	60,217	92,504
Pensions	2,586	3,176
Rates and water	11,463	11,685
Insurance	2,043	1,735
Light and heat	2,187	397
Sundries	11,063	9,175
Oxygen	6,567	5,474
Lift expenditure	1,287	11,812
Chamber running costs	18,806	6,625
Bank charges	1,624	-
Repairs and renewals	12,087	-
Depreciation	14,390	-
	<hr/>	<hr/>
	144,320	142,583
 <b>Support costs</b>		
<b>Management</b>		
Telephone	728	1,957
Postage and stationery	1,863	3,501
	<hr/>	<hr/>
	2,591	5,458

This page does not form part of the statutory financial statements

# LEICESTERSHIRE MS THERAPY CENTRE LIMITED

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

---

	2021	2020
	£	£
<b>Management</b>		
<b>Governance costs</b>		
Accountancy and legal fees	<u>885</u>	<u>-</u>
Total resources expended	<u>147,796</u>	<u>160,988</u>
<b>Net income</b>	<u><u>95,493</u></u>	<u><u>92,479</u></u>

This page does not form part of the statutory financial statements

**LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED**

England & Wales - Charity number 701925

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# Accounts

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**ANNUAL REPORT TO THE BOARD OF DIRECTORS ON THE UNAUDITED ACCOUNTS  
OF LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LTD, FOR THE YEAR ENDED 31/12/2019**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Leicestershire Multiple Sclerosis Therapy Centre Ltd for the year ended 31/12/2019 and set out on pages 6 to 13 from the Company's accounting records and from the information and explanations you have given us.

This report is made solely to the Board of Directors of Leicestershire Multiple Sclerosis Therapy Centre Ltd, as a body in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of Leicestershire Multiple Sclerosis Therapy Centre Ltd and state those matters that we have agreed to the Board of Directors of Leicester Multiple Sclerosis Therapy Centre Ltd, as a body, in this report, in accordance with the requirements of the as detailed on their website. To the fullest permitted by law, we do not accept or assure responsibility to anyone other than Leicestershire Multiple Sclerosis Therapy Centre Ltd and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Leicestershire Multiple Sclerosis Therapy Centre Ltd has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profitability of Leicestershire Sclerosis therapy Centre Ltd. You consider that Leicestershire Multiple Sclerosis Centre Ltd is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Leicestershire Multiple Sclerosis Therapy Centre Ltd. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

It has been a year where having been made aware in 2018 that the Charity needs to bring its overheads and expenses in line with income received a great deal of progress has been made in the 2017 accounts the shortfall was £40,252 in the 2018 accounts the shortfall was £29,783 where as in 2019 it is now down to £16,175 LEICESTERSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LTD has sufficient Funds in hand to cover these and ended 2019 with a Bank balance of £70k.

# Leicestershire Multiple Sclerosis Therapy Centre Limited

## Financial Statements For December 2020

Charity number 710925  
Company number 02374648

# Leicestershire Multiple Sclerosis Therapy Centre Limited

## Chairmans Annual report of the Trustees

### For the year ended 31 December 2020

Charity number 710925

Company number 02374648

#### Leicestershire Multiple Sclerosis Therapy Centre (the Centre)

The Trustees are pleased to present their annual report together with the financial statements of the Centre for the year ending 31 December 2020. The financial statements comply with the Charity Reporting and Accounting regulations UK 2016. Charities Act 2011, The Companies Act 2006, and The Memorandum of Articles Association.

At the time of writing, the corona virus restrictions are on-going and the impact of this on the Centre's activities will be referred to later in the report.

#### Objectives and activities

Our vision: Empowering and enabling people living with Multiple Sclerosis (MS) and other health conditions to actively manage their lives.

Our mission: to deliver coordinated, holistic, and person-centered support services and therapies to people living with MS and other health conditions assisting them in managing their daily lives.

#### The Centre's objectives and principal activities are:

To aid and improve, for the public benefit, the condition of those living with MS and other health conditions by any lawful means including any of the following: -

- By bringing together persons living with MS, persons interested in MS and any other health conditions.
- By providing advice, guidance and moral and practical support for persons living with MS and any other health conditions.
- By providing therapy, including oxygen therapy, for persons living with MS or other symptoms or conditions in accordance with the protocols and guidelines of the principal company and with the prior written consent of the principal company.
- To improve the physical, mental, emotional, and social health and wellbeing of people living with MS, other health conditions, and their families/carers, to achieve their potential and ensure that they have the confidence and capacity to be active members and contributors in their local communities and civil society.

The main activities employed to assist the Centre in meeting its objectives in 2020 included the following:

- Provision of a facility where self-management support, information and advice is available that will enable people living with MS and other long-term conditions, and their family/carers, to manage their lives.
- Individual physiotherapy sessions and group physiotherapy classes are offered to people living with MS and other health conditions.
- Holistic therapies including acupuncture, reflexology, massage, Hopi ear candles, and aromatherapy.
- Oxygen therapy for people living with MS and a wide range of other health conditions.

#### Changes to the board of trustees.

Following the AGM June 2020, Elizabeth (Liz) Sexton stepped down as trustee. The trustees would like to thank Liz for all the hard work and support she has given to the Centre in her role as a trustee. Ryan Archer joined as a trustee June 2020.

The trustees established three strategic sub-groups to help improve the decision-making process and the development of key strategic strands. 1. Financial Sustainability. 2. Marketing and Branding. 3. Forward Thinking/planning. The trustees have used outside sources to help with Marketing and Branding, some of which are based at De Montfort University.

#### Impact of COVID-19

While the COVID-19 pandemic has caused many difficulties and uncertainties, it has also provided the Centre with an opportunity to step back and re-assess. With the need to adapt to a “new normal”, the Centre has taken into consideration what is needed to continue and ensure it acts with care and diligence in the best interest of its members, consistent with the Centre’s purposes.

### **Assessing risks and resilience**

The trustees, the staff, and volunteers, have shown considerable resilience during these unprecedented times. They have adapted quickly, managed risks and finances, and contingency plans. They have worked hard to find new ways in which to engage with the members.

Due to the impact that COVID-19 was having on the Centre, the decision was made to ask staff to take voluntary redundancy. Susan Puglia, Lorna Harris, and Mark Emmet all agreed to take voluntary redundancy. Joy Nobis agreed to reduce her hours from 33 to 20 a week.

### **A strong governance framework**

One of the key outcomes of this last year has been the trustees have had to think differently about how they govern and adapt to rapidly changing circumstances. However, it is imperative that governance changes are managed effectively and continue to be in the best interests of the Centre. The trustees have been dedicated and worked hard to provide good strong leadership and a clear strategic direction.

The Centre, in responding to the many challenges brought about by COVID-19 restrictions, has adapted quickly to members needs and the changing environment. Over the year the Centre operated four different service delivery models.

- All services and therapies operated normally throughout the first quarter of 2020, until the 25th of March 2020 when lockdown restrictions forced the closure of all services based at the Centre.
- Throughout the lockdown period from 25th March - 13th May 2020, the Centre did not completely close its support services. During the two months of closure, the Centre was proactive and innovative, using Zoom and telephone support to ensure it continued to provide vital services.
- From 13th May the Centre opened on a restricted and controlled basis, offering limited oxygen therapy adhering to robust COVID-19 compliant practices. It also maintained the Zoom and telephone services.
- From 1st September, limited physiotherapy sessions commenced on a one-one basis, adhering to robust COVID-19 compliant practices.

### **Additionally, the Centre has:**

- Actively engaged and updated with its members and supporters through social media platforms and regular newsletters.
- Utilised the Governments Job retention scheme, to help with the efficient management of our finances, resources, and services.
- Actively sourced emergency COVID-19 funding opportunities to support ongoing service developments and financial sustainability of the charity.
- Actively engaged the trustees, staff, and volunteers in developing contingency plans and assessing and minimising risks.

### **Service Developments**

From March to December 2020, the Centre has:

- Developed and implemented the necessary policy and practice guidance and compliance for reopening restricted Centre based services on the 13th May. Commenced oxygen therapy over the five days.
- Developed online physiotherapy group sessions via Zoom.
- Carried out staffing and operational review processes.

### **Achievements and performance**

- Maintained our values, and our purpose, and most of our services.
- Minimised the financial risk to the Centre.
- Retained our core staff team.
- Worked collaboratively in responding to contingency planning, client needs, assessing operational risks and in developing policies and practices.
- Successfully raised funds to sustain the Centre and maintained and developed services.
- Maintained our relationship with members and volunteers.

## **Fundraising**

The Centre would like to take this opportunity to thank Graham Bee Trustee/Fundraising coordinator for all his hard work in helping to find the much-needed funds to keep the Centre up and running, and all the members and friends of the Centre who have supported them all the way through COVID-19. The Centre is extremely grateful for the help received from trusts and foundations who supported and funded our charity during COVID-19 which helped to maintain vital services to its members and supported the sustainability of the Centre. These include: The National Lottery Community funding, Foyle Foundation, Morrisons Foundation, Leicester City Football Club's "Gift of a Wish", Leicestershire County Council communities fund, and Leicester City Council. The Centre would also like to thank Ryan Archer and the Young Farmers for the Tractor Run held in December, and Maureen Nixon, the quiz master.

## **Risk management**

The trustees regularly undertake a review of the risks to which the Centre is exposed, particularly business, operational and financial risks. The Centre has introduced procedures and reporting regimes to mitigate and manage risks. Internal control systems are designed to meet the Centre's operating needs, the risks to which it is exposed, and to provide reasonable assurance against misstatement or loss. The Centre ensures the Health and Safety policy outline procedures to ensure compliance with health and safety of staff, volunteers, members, and visitors to the Centre. Internal control risks are minimised by the implementation of procedures for authorisation of all transaction and projects. Other policies are in place covering the protection of vulnerable adults, GDPR-data protection, complaints, confidentiality, volunteering, and equal opportunities. The Centre operates regular procedures to monitor the receipt of income, and capital expenditure.

## **Future plans**

The trustees welcome fresh ideas, enthusiasm, and commitment being shown by new trustees, and the invaluable support provided by every trustee. Our current circumstances are informing the strategic and recovery planning which both staff and trustees have undertaken over the last few months. The strategic review will help us to formulate our overall strategic objectives and provide the foundations for our future long term development. It will define who we are, and what we want to do.

The Centre is actively developing strategies to plan for the future. Key to moving forward and growing the Centre is building on its learning and achievements, diversifying its income stream, creating a shared vision, mission, values, and principles. The work has already started with the strategic groups:

- Financial Stability - meeting on a regular basis with treasurer, accountant, Company secretary and chairman.
- Forward Thinking and Planning - focusing on what we need to do and how to get there.
- Marketing and Branding - help from De Montfort University who have looked at bench marking and marketing for the future. The University is also looking at how the website could be improved.

## **Reserve's policy**

A portion of the reserves is designated for emergency or planned expenditure. The trustees consider that 12 months of operating costs is an appropriate level of general funds to maintain under normal operations. With the current COVID-19 situation, these funds are being carefully monitored and general funds supplemented where possible through grants to ensure the Centre can resume and re-establish operations once restrictions are lifted, and an appropriate method of service delivery is agreed.

# **Leicestershire Multiple Sclerosis Therapy Centre Limited Chairmans Annual report of the Board of Trustees For the year ended 31 December 2020**

**Reference and administration details:**

Company number	02374648	
Charity number	710925	
Registered office & Operational address	31 Freemans Common Leicester LE2 7SQ	
Independent Examiner	Barbara Breeze Clulow Bookkeeping & Forensic Services Limited 8 Melbourne Street Coalville LE67 3QT	
Bankers	Barclays Leicester LE87 2BB	
	Market Harborough Building Society Welland House, The Square, Northampton Rd, Market Harborough LE16 7PD	
Directors and Trustees	Steve Wilson. Graham Bee Elizabeth Woods Richard Hughes Susan West Christopher Emmet Lloyd Wells Lesley Butcher Ryan Archer Howard Proudman Roger Griebel	Chair Vice Chair Company Secretary Treasurer

## **Structure, Governance, and management.**

### **Governing document**

The Centre is a charitable company limited by guarantee, incorporated on 21 April 1989. Registered as a charity 26th August 1985. The company was established under a memorandum of association, which established the objects and powers of the Centre, and is governed under its articles of association. In the event of the Centre being wound up, members are required to contribute an amount not exceeding £1.00. The Centre (Leicestershire Multiple Sclerosis Therapy Centre Limited) was formally known as A.R.M.S. Leicestershire Limited but changed its name on 18th February 2000.

### **Recruitment and appointment of board of trustees.**

The original members of the company consisted of the founder member and ordinary members. The founder member was ARMS (Action and Research for Multiple Sclerosis Limited), but this no

longer operates. The Centre now consists of members, who are persons with MS or those with an interest in promoting the objects of the Centre. The trustees are selected from the members of the Centre, excluding employees.

The trustees, including directors of the Centre, are charity trustees for the purpose of the charity law. Under the requirements of the Memorandum of Articles of Association, the trustees are elected to serve for three years. They must take a break after three terms.

The trustees seek to ensure that the needs of the members are appropriately reflected throughout the diversity of the trustee body. There is a mix of members who use the facilities offered by the Centre, and others who have an interest in the aims of the Centre and can offer appropriate business, clinical, or relevant skills. All members, apart from employees, are eligible to become trustees. The Centre has members with large variety of race, colour, and creeds.

### **Trustee induction and training**

Many new trustees are already familiar with the practical work of the Centre, having either used the facilities or volunteered to help in the operation of the Centre prior to taking up the role of trustee.

New trustees are invited and encouraged to attend short briefing sessions to familiarise themselves with the Centre and the context within which it operates. These are led by the chair of trustees and the Centre manager and will cover:-

- The obligations of the trustees.
- The main documents which set out the operational framework for the Centre, including the memorandum of articles.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

Information is provided drawing from the various regulator publications, and this will be distributed to all new trustees along with the Memorandum of Articles and the latest financial statement.

Trustees are encouraged to attend any appropriate training events and any notes from these are circulated to other trustees to ensure the key learning points are shared.

### **Organisational structure**

The Centre has up to 11 trustees who meet every three months, on a formal basis. Trustees will be invited to contribute their skills and expertise in agreed sub-groups for certain projects. In addition, the Centre manager communicates regularly for the purpose of taking forward specific work areas. The trustees are responsible for the strategic direction and policy of the Centre.

A scheme of delegation is in place. Day to day responsibility for the provision of the services rests with the Centre manager, who oversees operational management of the Centre and individual supervision of the staff team. The manager also carries out fundraising activities and ensures that the team contributes to develop their skills and working practices in line with good practice.

The trustees would like to acknowledge the continued and valued contribution to the smooth running of the Centre from its dedicated group of volunteers. Volunteers contribute to all aspects of service delivery including the operation of the oxygen chamber, essential maintenance and repair, and cleaning and hygiene input. The trustees also act in a voluntary role and make considerable input to the direction of the Centre.

### **Related parties**

In so far as it is complementary to the charity's objects, the Centre is guided by both local and national policy. The Centre is a member of the MS National Centres (MSNTC), an umbrella charity registered in England, Wales, and Scotland. As a member of the MSNTC, the Centre benefits from reduced oxygen prices, training, and the provision of national standards for the delivery of oxygen therapy. MSNTC holds open meetings around the UK to enable Centres to communicate and share ideas and best practice. The representation of other Centres within this group has proved invaluable to the Centre in establishing improved links within the MS community and identifying relevant policy developments and prospective treatments and how they may be funded.

### **Responsibilities of the trustees.**

The trustees are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Centre's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Centre and of the income and expenditure, of the Centre for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Centre and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for

safeguarding the assets of the Centre and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Signed:



Steve Wilson  
Trustee/Chair

Registered office  
31 Freemans Common Road  
Leicester  
LE2 7SQ

**Leicestershire Multiple Sclerosis Therapy Centre Limited  
Chairmans Annual report of the Board of Trustees  
For the year ended 31 December 2020**

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 12 to

**Respective responsibilities of trustees and examiner**

The charity trustees are responsible for the preparation of the accounts in accordance with the terms of the charity, The Trustee Act 2000 and the Charity Reporting and Accounting regulations UK 2016.

**Independent examiners statement**

In the course of my examination, no matter has come to my attention-

- 1.
-

Name Barbara Breeze  
Clulow Bookkeeping & Forensic Services Limited  
8 Melbourne Street  
Coalville  
LE67 3QT  
Date

# Leicestershire Multiple Sclerosis Therapy Centre Limited

## Financial Statements For December 2020

Charity number 710925  
Company number 02374648

# Leicestershire Multiple Sclerosis Therapy Centre Limited

## Chairmans Annual report of the Trustees

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Company law requires the Centre's trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Centre and of the income and expenditure, of the Centre for that period. In preparing the financial statements, the trustees are required to:

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- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Centre and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for

safeguarding the assets of the Centre and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

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Signed:



Steve Wilson  
Trustee/Chair

Registered office  
31 Freemans Common Road  
Leicester  
LE2 7SQ

**Leicestershire Multiple Sclerosis Therapy Centre Limited  
Chairmans Annual report of the Board of Trustees  
For the year ended 31 December 2020**

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 12 to

**Respective responsibilities of trustees and examiner**

The charity trustees are responsible for the preparation of the accounts in accordance with the terms of the charity, The Trustee Act 2000 and the Charity Reporting and Accounting regulations UK 2016.

**Independent examiners statement**

In the course of my examination, no matter has come to my attention-

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Name Barbara Breeze  
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Date