

REGISTERED COMPANY NUMBER: 02294554 (England and Wales)
REGISTERED CHARITY NUMBER: 800849

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2020
for
Huntingdon, Peterborough and Cambridge
Ms Therapy Centre Ltd

Mason & Co.
6 The Old Quarry
Nene Valley Business Park
Oundle
Peterborough
PE8 4HN

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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 2020. 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

The main aims of the MS Therapy Centre, as summarised from the Articles of Association are:

- to provide aid and improve the condition of those suffering from Multiple Sclerosis (MS) by:
 - i. bringing together those suffering from MS and those interested in MS
 - ii. providing advice, guidance and support
 - iii. Providing therapy, including hyperbaric oxygen therapy, for persons suffering from MS or other symptoms or conditions.

The charity has the general aim of improving the quality of life of anyone affected by MS or another neurological condition, this help extends to their families and carers.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This year sadly, with the pandemic there has been very little activity at the Centre since March 2020 when we had to lockdown. We were able to open our doors for HDOT for a short period but on a purely volunteer level.

We had to furlough our staff, Fiona and Karen for the full year and sadly we had to make Helen redundant, as there was no option to open up the Kitchen and catering side of the Centre.

I should also like to say a big thank you to all our Volunteers who continued to help and keep the place running during this very tough time.

I would also like to thank my fellow Trustees on the Management Committee for their help, support and guidance during the past year, we don't always agree but listen to each other before making decisions that sometimes not every-one agrees with but this is part of the democratic principles we abide by. We would like more Committee members so please think seriously about joining the Committee and let any one of the Committee know if you are interested.

Fundraising activities

Once again, this year has been hampered significantly by the pandemic but we are optimistic that once we are up and running at full capacity we can bring in more activities to raise and replenish our much needed funds.

FUTURE PLANS

We are in desperate need of more Trustees, as we have had the resignation of both our Chair, Pauline Holmes and her daughter Joanne. We are currently just Quorate but we do need additional help. We also said goodbye to our Centre Manager Fiona, since we reopened and we have now successfully recruited Carrie and Belinda to assist Karen in the day-to-day running of the Centre.

We came very close to making the tough decision during the pandemic of whether the Centre should remain open and whether we could sustain the costs without help. We decided to give the Members the chance to regroup once we could reopen, and as I write this, we are noticing more and more people using the Centre. We have included more activities for Members, however this is your Centre and as Trustees and staff we can only continue to grow with your help.

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.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

As set out in the Articles of Association, the chair of the trustees of the MS Therapy Centre is nominated by its members at the Annual General Meeting. The maximum number of Trustees permitted by the Articles of Association is 10 and the minimum for a quorum is 3 trustees. The Chair of Trustees and other Trustees have the power to co-opt members onto the Board of Trustees.

Organisational structure

The MS Therapy Centre has a board of Trustees to administer the charity, which meet bi-monthly on the third Monday of the month to discuss and agree strategy and operational issues. There is a set agenda but any other items which need to be discussed are given to the Centre Manager in advance of the meeting.

To ensure effective operations at the MS Therapy Centre, the Centre Manager has delegated authority within terms of reference approved by the trustees, for operational matters including finance, employment and health and safety issues.

Induction and training of new trustees

New Trustees undergo a familiarisation day to brief them on their legal obligations under charity and company law.

The contents of the Memorandum and Articles of Association the committee and decision making process, a copy of the business plan, the outcome of the strategy workshop and recent financial performance of the charity are given to new trustees. All Trustees are given a copy of a summarised version of the Good Governance Guide. During the induction they meet all employees and other trustees and members. Trustees are encouraged to attend appropriate external events where these will facilitate in developing their role as a Trustee.

Wider network

The MS Therapy Centre has effective relations with the MS National Therapy Centres, the MS Society including their local branches, MS Trust, MS Resource Centre and the local Primary Care Trusts (MS Nurses).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02294554 (England and Wales)

Registered Charity number

800849

Registered office

Bradbury House
Mayfield Road
Huntingdon
Cambridgeshire
PE29 1UL

Trustees

M Fox
Mrs P Holmes (resigned 8.7.21)
Mrs M Hazell
N J C Baker
Mrs J Holmes (resigned 8.7.21)

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Mason & Co.
6 The Old Quarry
Nene Valley Business Park
Oundle
Peterborough
PE8 4HN

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

.....
M Fox - Trustee

Independent examiner's report to the trustees of Huntingdon, Peterborough and Cambridge Ms Therapy Centre Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

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.

Mason and Co.
Chartered Certified Accountants
Mason & Co.
6 The Old Quarry
Nene Valley Business Park
Oundle
Peterborough
PE8 4HN

Date:

Statement of Financial Activities
for the Year Ended 31 December 2020

	Notes	Unrestricted fund £	Restricted fund £	31.12.20 Total funds £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		29,352	-	29,352	58,815
Charitable activities					
HDC Grant		26,390	-	26,390	-
Other trading activities	2	6,041	-	6,041	23,509
Investment income	3	66	-	66	134
Total		61,849	-	61,849	82,458
EXPENDITURE ON					
Raising funds	4	31,796	23,534	55,330	29,220
Charitable activities					
Therapies		45,186	-	45,186	92,427
Total		76,982	23,534	100,516	121,647
NET INCOME/(EXPENDITURE)		(15,133)	(23,534)	(38,667)	(39,189)
RECONCILIATION OF FUNDS					
Total funds brought forward		156,434	485,797	642,231	681,420
TOTAL FUNDS CARRIED FORWARD		141,301	462,263	603,564	642,231

Balance Sheet
31 December 2020

	Notes	Unrestricted fund £	Restricted fund £	31.12.20 Total funds £	31.12.19 Total funds £
FIXED ASSETS					
Tangible assets	9	61,678	462,263	523,941	551,324
CURRENT ASSETS					
Debtors	10	6,843	-	6,843	5,960
Cash at bank and in hand		78,516	-	78,516	90,367
		<u>85,359</u>	<u>-</u>	<u>85,359</u>	<u>96,327</u>
CREDITORS					
Amounts falling due within one year	11	(5,736)	-	(5,736)	(5,420)
NET CURRENT ASSETS		<u>79,623</u>	<u>-</u>	<u>79,623</u>	<u>90,907</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>141,301</u>	<u>462,263</u>	<u>603,564</u>	<u>642,231</u>
NET ASSETS		<u>141,301</u>	<u>462,263</u>	<u>603,564</u>	<u>642,231</u>
FUNDS	12				
Unrestricted funds				141,301	156,434
Restricted funds				462,263	485,797
TOTAL FUNDS				<u>603,564</u>	<u>642,231</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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.

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 and were signed on its behalf by:

.....
M Hazell - Trustee

.....
M Fox - Trustee

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.

Income

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

Expenditure

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

Tangible fixed assets

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

Short leasehold	- Over the remaining lease term
Plant and machinery	- Straight line over 15 years

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.

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.

2. OTHER TRADING ACTIVITIES

	31.12.20	31.12.19
	£	£
Rental	3,402	16,442
Miscellaneous	2,639	7,067
	<u>6,041</u>	<u>23,509</u>

3. INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Deposit account interest	66	134
	<u>66</u>	<u>134</u>

4. RAISING FUNDS

Raising donations and legacies

	31.12.20	31.12.19
	£	£
Support costs	55,330	-
	<u>55,330</u>	<u>-</u>

5. NET INCOME/(EXPENDITURE)

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

	31.12.20	31.12.19
	£	£
Depreciation - owned assets	27,383	27,383
Rent	2,225	927
	<u>29,608</u>	<u>28,310</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

7. STAFF COSTS

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

	31.12.20	31.12.19
Administration	3	3
	<u>3</u>	<u>3</u>

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

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	58,815	-	58,815
Other trading activities	23,509	-	23,509
Investment income	134	-	134
Total	<u>82,458</u>	<u>-</u>	<u>82,458</u>
EXPENDITURE ON			
Raising funds	5,686	23,534	29,220
Charitable activities			
Therapies	92,427	-	92,427
Total	<u>98,113</u>	<u>23,534</u>	<u>121,647</u>
NET INCOME/(EXPENDITURE)	<u>(15,655)</u>	<u>(23,534)</u>	<u>(39,189)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	172,089	509,331	681,420
TOTAL FUNDS CARRIED FORWARD	<u>156,434</u>	<u>485,797</u>	<u>642,231</u>

9. TANGIBLE FIXED ASSETS

	Short leasehold £	Improvements to property £	Plant and machinery £
COST			
At 1 January 2020 and 31 December 2020	888,596	38,384	63,639
DEPRECIATION			
At 1 January 2020	399,870	8,684	49,846
Charge for year	22,215	1,372	1,319
At 31 December 2020	422,085	10,056	51,165
NET BOOK VALUE			
At 31 December 2020	466,511	28,328	12,474
At 31 December 2019	488,726	29,700	13,793
	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2020 and 31 December 2020	32,453	4,658	1,027,730
DEPRECIATION			
At 1 January 2020	16,035	1,971	476,406
Charge for year	2,166	311	27,383
At 31 December 2020	18,201	2,282	503,789
NET BOOK VALUE			
At 31 December 2020	14,252	2,376	523,941
At 31 December 2019	16,418	2,687	551,324

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20 £	31.12.19 £
Trade debtors	6,743	5,860
Prepayments	100	100
	6,843	5,960

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade creditors	5,762	5,093
Social security and other taxes	108	452
Other creditors	(134)	(125)
	<u>5,736</u>	<u>5,420</u>

12. MOVEMENT IN FUNDS

	At 1.1.20	Net movement in funds	At 31.12.20
	£	£	£
Unrestricted funds			
General fund	156,434	(15,133)	141,301
Restricted funds			
Building fund	485,797	(23,534)	462,263
TOTAL FUNDS	<u>642,231</u>	<u>(38,667)</u>	<u>603,564</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	61,849	(76,982)	(15,133)
Restricted funds			
Building fund	-	(23,534)	(23,534)
TOTAL FUNDS	<u>61,849</u>	<u>(100,516)</u>	<u>(38,667)</u>

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	172,089	(15,655)	156,434
Restricted funds			
Building fund	509,331	(23,534)	485,797
TOTAL FUNDS	<u>681,420</u>	<u>(39,189)</u>	<u>642,231</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	82,458	(98,113)	(15,655)
Restricted funds			
Building fund	-	(23,534)	(23,534)
TOTAL FUNDS	<u>82,458</u>	<u>(121,647)</u>	<u>(39,189)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	172,089	(30,788)	141,301
Restricted funds			
Building fund	509,331	(47,068)	462,263
TOTAL FUNDS	<u>681,420</u>	<u>(77,856)</u>	<u>603,564</u>

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	144,307	(175,095)	(30,788)
Restricted funds			
Building fund	-	(47,068)	(47,068)
TOTAL FUNDS	<u>144,307</u>	<u>(222,163)</u>	<u>(77,856)</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

Detailed Statement of Financial Activities
for the Year Ended 31 December 2020

	31.12.20 £	31.12.19 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations and gifts	19,699	28,745
Treatment donations	8,943	26,746
Membership subscriptions	710	3,324
	<hr/> 29,352	<hr/> 58,815
Other trading activities		
Rental	3,402	16,442
Miscellaneous	2,639	7,067
	<hr/> 6,041	<hr/> 23,509
Investment income		
Deposit account interest	66	134
Charitable activities		
Grants	26,390	-
	<hr/> 61,849	<hr/> 82,458
Total incoming resources		
EXPENDITURE		
Charitable activities		
Wages	35,640	33,404
Therapies	2,573	11,461
Oxygen	6,368	8,150
Food purchased	397	2,622
Other Expenses	208	2,258
	<hr/> 45,186	<hr/> 57,895
Support costs		
Management		
Rent	2,225	927
Rates and water	4,084	4,210
Insurance	2,933	3,028
Light and heat	4,450	6,395
Telephone	1,372	1,657
Postage and stationery	252	727
Advertising	-	1,440
Centre costs	3,557	10,065
Sundries	2	160
Carried forward	18,875	28,609

This page does not form part of the statutory financial statements

Detailed Statement of Financial Activities
for the Year Ended 31 December 2020

	31.12.20 £	31.12.19 £
Management		
Brought forward	18,875	28,609
Administration	163	708
Equipment & maintenance	4,826	3,142
Travelling	-	346
Information technology	1,473	852
Professional fee	1,015	1,104
	<hr/> 26,352	<hr/> 34,761
Finance		
Bank charges	60	60
Legal Fees	35	48
	<hr/> 95	<hr/> 108
Other		
Freehold property	22,215	22,215
Improvements to property	1,372	1,372
Plant and machinery	1,319	1,319
Fixtures and fittings	2,166	2,166
Computer equipment	311	311
	<hr/> 27,383	<hr/> 27,383
Governance costs		
Accountancy fees	1,500	1,500
	<hr/> 100,516	<hr/> 121,647
Total resources expended		
Net expenditure	<hr/> (38,667) <hr/>	<hr/> (39,189) <hr/>