



Advance: The Institute for The Scotson Technique

Registered Charity: 1026049

**Report of the Trustees and
Financial Statements for the year ended
31 August 2021**

Advance: The Institute for The Scotson Technique

**Financial Statements
for the Year Ended 31 August 2021**

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Advance: The Institute for The Scotson Technique

Report of the Trustees for the Year Ended 31 August 2021

The trustees present their annual report and financial statements of the charity for the year ended 31 August 2021. The financial statements in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and 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 published on 16 July 2014.

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Charity is dedicated to provide an optimum level of therapeutic assistance for brain injured children and young adults. The Scotson Technique (TST) is a massage technique developed by the Charity's Clinical Director after many years of PhD research at University College, London. Respiratory measurements of every child show consistently improved breathing while the children's before and after pictures show equally consistent improvements in their posture. Moreover, parents/caregivers anecdotally report improvements in movement, general health, vision, digestion and behaviour as well as intellectual capacity. The children also receive Hyperbaric Oxygen Therapy and dietary assistance as a support to the main therapy. Advance teaches parents of children with conditions such as cerebral palsy and autism how to improve their child's breathing.

In setting our objectives and planning our activities the trustees have given careful consideration to the Charity Commission's public benefit guidance.

ACHIEVEMENTS AND PERFORMANCE

Many more children with varied disabilities that a detailed consultation at Advance can trace back to a foetal origin affecting their diaphragm and lung development have benefited from our approach over the year.

Advance has also begun to work more closely with Autism charities. As a result, its representatives have spoken at several events explaining the connections between upper chest emotional breathing and characteristic autistic symptoms.

We have also successfully increased our Skype consultations and training programmes both in the UK and abroad, and continue to uniquely meet the ever growing needs of mentally and physically challenged children at our dedicated centre in West Sussex.

Finance, both to help less well off families has been a pressing concern over the year as well as essential items of refurbishment, so we were delighted to find that the local authority could help by introducing us to funding opportunities locally in Sussex. This year we were fortunate to receive £500 from the East Grinstead Memorial Fund and £450 from the opening of the new East Grinstead Fish Bar in Station Road. We also received very kind independent donations from relatives and friends of those we help totalling £394 and a generous donation of £1000 from our patron. Moreover, we were gifted £9550 from a very generous well wisher which has allowed us to provide funding for a considerable number of struggling families, to again have our building deep cleaned and to improve our lighting which needs to be calming for the many stressed children who visit us.

Advance: The Institute for The Scotson Technique

Report of the Trustees for the Year Ended 31 August 2021

ACHIEVEMENTS AND PERFORMANCE (continued)

We have ensured Advance remains a place of warmth and hope for families and that the children's development is carefully monitored and tracked. Our aim is that the results obtained should continue into the child's later adult life.

What we lack most is a means to become better known, since parents are often exhausted from their search when they finally arrive and find us and wish they had discovered us earlier.

We eventually aim to train more dedicated therapists to take the work across the country and abroad through family workshops both by Skype and in house. We also aim to publish our clinical director Linda Scotson's PhD thesis so that the fundamental research it contains can be read and understood by researchers and clinicians as well as families, and continue to extensively educate all in the power of the breath and its restorative potential.

FINANCIAL REVIEW

Income

The Charity reports an income from charitable activities of £61,396 (2020: £79,365) and donations of £13,334 (2020: £1,890). The net expenditure was £6,252 (2020: net income of £8,185).

Reserves policy

For many years, the Trustees set the target level of reserves to maintain, where possible, sufficient reserves for up to 12 months expenditure in order to provide financial stability. The free reserves at 31 August 2021 were £68,209 (2020: £69,736). Although this amount is insufficient to cover 12 months of expenditure, the Trustees feel that the continued ongoing changes will help resolve the financial position.

Plans for the future and going concern

The trustees and remaining workers in the charity are making every effort to keep expenditure low whilst remaining committed to the valuable work carried out. The trustees intend on building on the clear improvements made in the year under review having made some difficult decisions in recent years. The early signs have been encouraging and the trustees believe that an upturn in results will be evident as a result.

Having carefully considered the circumstances and financial commitments of the Charity, at the date of signing this report, the Trustees are, despite their concerns, of the opinion that the Charity is still a going concern.

At present the trustees are in the process of planning a number of fundraising events which will further lift the profile of the charity as well as allow more families to benefit from the services provided.

Advance: The Institute for The Scotson Technique

Report of the Trustees for the Year Ended 31 August 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is constituted by a 1993 Declaration of Trust and registered with the Charity Commissioners under charity number 1026049. The Trust Deed has been varied by a number of supplemental deeds and Scheme of the Charity Commissions dated 22 May 2001.

Structure, Governance and Management

The Trustees continue to ensure that policies and procedures necessary for the introduction and assistance of any new Trustees follow the guidelines of the Charity Commission. Trustees are appointed on the basis of skills required and are recommended by existing trustees.

Organisational structure

The Charity is run by a small team of dedicated employees who are responsible for the instruction of the therapeutic technique, the support of the families who bring their disabled children for assistance and the administrative organization. The day to day decisions are undertaken by the Charity's Clinical Director and Manager, Ms Scotson prior to being discussed with the team during informal or formal staff meetings.

The trustees have ensured that all appropriate measures have been put in place to protect the Charity and its finances from major risks.

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**Report of the Trustees
for the Year Ended 31 August 2021**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name

Advance: The Institute for The Scotson Technique

Other name used by the charity

Advance

Registered Charity number

1026049

Principal address

The Bradbury House
6 Station Road
East Grinstead
West Sussex
RH19 1DJ

Trustees

Mr J Gardiner
Mrs J Lawrence
Mrs M Lyons

Independent Examiner

Mr L W Woodhams FCCA
TN6 Ltd
Pine Grove Enterprise Centre
Pine Grove
Crowborough
East Sussex
TN6 1DH

Charity director

Ms L Scotson

Advance: The Institute for The Scotson Technique

**Report of the Trustees
for the Year Ended 31 August 2021**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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


The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity 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 applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the trustees on 29 June 2022 and signed on their behalf by:


.....
John Gardiner
Chairman

Report of the Independent Examiner for the Year Ended 31 August 2021

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

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of The Charities Act 2011 (the Act). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Act).

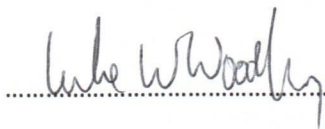
I report in respect of my examination of the charity's accounts carried out under section 135 of the 2011 Act and in carrying out my examination, I have followed all the applicable directions given by the Charity

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no 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.



L W Woodhams FCCA
TN6 Ltd
Pine Grove Enterprise Centre
Pine Grove
Crowborough
East Sussex
TN6 1DH

Date: 29 June 2022

Advance: The Institute for The Scotson Technique
Statement of Financial Activities for the Year Ended 31 August 2021

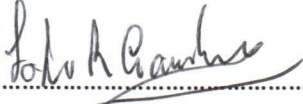
| | Notes | Unrestricted Funds £ | Restricted Funds £ | Total 2021 £ | Total 2020 £ |
|--|-------|----------------------------|--------------------------|--------------------|--------------------|
| INCOME | | | | | |
| Donations | | 8,034 | 5,300 | 13,334 | 1,890 |
| Investment Income | | - | - | - | 6 |
| <i>Charitable activities</i> | | | | | |
| TST physical programme | | 12,823 | - | 12,823 | 25,701 |
| Hyperbaric oxygen | | 48,546 | - | 48,546 | 53,314 |
| Other | | 27 | - | 27 | 350 |
| Total income | | 69,430 | 5,300 | 74,730 | 81,261 |
| EXPENDITURE | | | | | |
| Charitable activities | | | | | |
| TST physical programme | 2 | 52,815 | - | 52,815 | 50,634 |
| Hyperbaric oxygen | 2 | 28,167 | - | 28,167 | 22,442 |
| Total expenditure | | 80,982 | - | 80,982 | 73,076 |
| NET INCOME/(EXPENDITURE) AND NET MOVEMENT IN FUNDS FOR THE YEAR | | | | | |
| | | (11,552) | 5,300 | (6,252) | 8,185 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 69,736 | 7,580 | 77,316 | 69,131 |
| Transfers between funds | | 10,025 | - 10,025 | - | - |
| TOTAL FUNDS CARRIED FORWARD | | 68,209 | 2,855 | 71,064 | 77,316 |

The notes on pages 9 - 12 form part of these financial statements

Advance: The Institute for The Scotson Technique
Balance sheet as at 31 August 2021

| | Notes | As at 31st August | |
|--|-------|-------------------|--------|
| | | 2021 | 2020 |
| | | £ | £ |
| FIXED ASSETS | | | |
| Tangible assets | 4 | 36,311 | 38,957 |
| CURRENT ASSETS | | | |
| Debtors | 5 | 3,201 | 2,440 |
| Cash at bank and in hand | | 33,405 | 39,436 |
| | | 36,606 | 41,876 |
| CREDITORS | | | |
| Amounts Falling Due Within One Year | 6 | 1,853 | 3,517 |
| NET CURRENT ASSETS | | 34,753 | 38,359 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 71,064 | 77,316 |
| NET ASSETS | | 71,064 | 77,316 |
| FUNDS | | | |
| Restricted funds | | 2,855 | 7,580 |
| Unrestricted funds | | 68,209 | 69,736 |
| TOTAL FUNDS | | 71,064 | 77,316 |

Approved by the Trustees on 29 June 2022 and signed on their behalf by:



 John Gardiner

The notes on pages 9 - 12 form part of these financial statements

1 ACCOUNTING POLICIES

Basis of preparation

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

Income recognition

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income is deferred if the donor has specified it must only be used in future accounting periods or the donor has imposed conditions which must be met before the Charity has unconditional entitlement.

Expenditure recognition

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.

Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Allocation and apportionment of support and governance costs

Support and governance costs have been allocated based on incoming resources from charitable activities. The allocation of support costs is analysed in note 2.

Tangible fixed assets

Fixed assets are included at cost less depreciation. Depreciation is provide at the following annual rates in order to write off each asset over its estimated useful life.

| | |
|--------------------------|---------------|
| Improvements to property | - 4% on cost |
| Plant and Machinery | - 25% on cost |
| Fixtures and Fittings | - 25% on cost |

Freehold land and property has not been depreciated this year as the Trustees believe the open market value of the property is in excess of the carrying value which is in accordance with the Charities SORP. Provision is made should any annual impairment review show that a permanent diminution in value of a property has occurred and is included in depreciation.

Taxation

The charity is exempt from tax on its charitable activities.

1 ACCOUNTING POLICIES (continued)

Fund accounting

The Charity has a number of restricted income funds to account for situations where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose. All other funds are unrestricted income funds. These funds are available for use in accordance with the charitable objectives at the discretion of the trustees.

Operating leases

Rentals paid under operating leases are charged to the statement of financial activity on a straight line basis over basis.

2 CHARITABLE ACTIVITIES COST

| | Year ended 31st August 2021 | | |
|------------------------|------------------------------------|--------------|------------|
| | Direct £ | Support £ | Total £ |
| TST physical programme | 46,447 | 6,368 | 52,815 |
| Hyperbaric oxygen | 4,057 | 24,110 | 28,167 |
| | 50,504 | 30,478 | 80,982 |
| | Year ended 31st August 2020 | | |
| | Direct £ | Support £ | Total £ |
| TST physical programme | 40,122 | 10,310 | 50,432 |
| Hyperbaric oxygen | 8,810 | 14,792 | 23,602 |
| | 48,932 | 25,102 | 74,034 |

3 TRUSTEES REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2021 (2020 - nil). Related party transactions are disclosed in note 7.

The Charity purchased trustee insurance on behalf of its trustees, within its annual insurance policy. The cost relating to this aspect of the insurance is approximately £500 (2020 - approximately £500).

4 TANGIBLE FIXED ASSETS

| | Freehold | Improvements to property | Plant and machinery | Fixtures and fittings | Totals |
|---------------------------|----------|-----------------------------|------------------------|--------------------------|---------|
| COST | | | | | |
| At 1 September 2020 | 80,000 | 123,862 | 60,931 | 45,766 | 310,559 |
| Additions | - | - | - | 357 | 357 |
| Disposals | - | - | - | - | - |
| At 31 August 2021 | 80,000 | 123,862 | 60,931 | 46,123 | 310,916 |
| DONATIONS RECEIVED | | | | | |
| At 1 September 2020 | - | 51,028 | 16,060 | 355 | 67,443 |
| Additions | - | - | - | - | - |
| Disposals | - | - | - | - | - |
| At 31 August 2021 | - | 51,028 | 16,060 | 355 | 67,443 |
| DEPRECIATION | | | | | |
| At 1 September 2020 | 54,400 | 59,477 | 44,871 | 45,411 | 204,159 |
| Charge for year | - | 2,913 | - | 89 | 3,003 |
| Disposals | - | - | - | - | - |
| At 31 August 2021 | 54,400 | 62,390 | 44,871 | 45,500 | 207,162 |
| NET BOOK VALUE | | | | | |
| At 31 August 2021 | 25,600 | 10,444 | - | 268 | 36,311 |
| At 31 August 2020 | 25,600 | 13,357 | - | - | 38,957 |

5 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2021 | 2020 |
|---------------|-------|-------|
| | £ | £ |
| Trade debtors | 636 | 206 |
| Prepayments | 2,565 | 2,234 |
| | 3,201 | 2,440 |

6 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2021 | 2020 |
|------------------------------|--------------|--------------|
| | £ | £ |
| Trade creditors | 655 | 2,349 |
| Other creditors and accruals | 1,198 | 1,168 |
| | <u>1,853</u> | <u>3,517</u> |

7 RELATED PARTY DISCLOSURES

Commissions were paid to the director, Linda Scotson, and her daughter, Lili Scotson totalling £27,868 and £18,579 respectively, for treatments supplied.

No other trustee or person related or connected by business to them has received any remuneration during the year (2020 - none).

Advance: The Institute for The Scotson Technique
Detailed income and expenditure account for the Year Ended 31 August 2021

| INCOME | 2021 | 2020 |
|--|-------------|-------------|
| Voluntary income | | |
| Donations | 13,334 | 1,890 |
| Investment income | | |
| Deposit account interest | - | 6 |
| Incoming resources from charitable activities | | |
| TST physical programme | 12,823 | 25,701 |
| Hyperbaric oxygen | 48,546 | 53,314 |
| Other | 27 | 350 |
| | 61,396 | 79,365 |
| Total income | 74,730 | 81,261 |
| EXPENDITURE | | |
| Cost of generating voluntary income | - | - |
| Charitable activities - direct | | |
| Clinical salaries | - | - |
| Social security | - | - |
| Clinical commissions | 46,447 | 42,492 |
| Purchases | 3,207 | 4,701 |
| Insurance | 850 | 850 |
| Bad debt written off | - | 2,800 |
| | 50,504 | 50,842 |
| Charitable activities - support | | |
| Repairs and maintenance | - | - |
| Insurance | 3,448 | 3,316 |
| Light, heat, water and rates | 7,936 | 5,748 |
| Telephone and website | 3,135 | 3,029 |
| Printing, postage, & stationery | 368 | 871 |
| Repairs and renewals and cleaning | 8,834 | 1,847 |
| Travel | - | 276 |
| Advertising | - | 516 |
| Depreciation of tangible fixed assets | 3,003 | 3,442 |
| Sundry expenses | 93 | 71 |
| Bank charges | 1,315 | 1,054 |
| Professional fees | 2,346 | 2,064 |
| | 30,478 | 22,234 |
| Total expenditure | 80,982 | 73,076 |
| Net income/(expenditure) | (6,252) | 8,185 |