

M S Information and Therapy Centre Ltd



Trustees Report and Financial Statements for the Year Ended 31
December 2022

Charity number 800909
Company number 2294597

| Contents | Page |
|-----------------------------------|-------------|
| Trustees Report | 1-6 |
| Statement of Financial Activities | 7 |
| Balance Sheet | 8 |
| Notes to the financial statements | 9-15 |
| Independent Examiners Report | 16 |

The Management Committee present their report and the financial statements for the year ended 31 December 2022.

Reference and Administrative Information

Charity Name: M S Information and Therapy Centre Ltd

Charity registration number: 800909

Company registration number: 2294597

Registered Office: 71-75 Frampton Road, Gloucester GL1 5QB

Trustees

Duncan Smitton - Chair
Vikki Sewell - Treasurer
Christopher Evans - Secretary
John Prout
Steven Hutchinson
Nick Speed

Staff:

Rachael Mason - Centre Manager
Jade Barnes - Service Delivery Co-ordinator

Structure, Governance and Management

The Company, incorporated under the Companies Act 1985, on 9 September 1988, is Limited by Guarantee and does not have share capital. The registered office is 71-75 Frampton Road, Gloucester GL1 5QB

Objectives and Activities

Objective

The object for which the Centre was established was and is to aid and improve the condition of those diagnosed with neurological, long term or chronic conditions including Multiple Sclerosis, the area of operation being the Gloucestershire as well as neighbouring counties.

Public Benefit

The Trustees are satisfied that the Charity's stated objective falls within the category "advancement of health" which is set out in the Charities Act 2011. The Charity meets this objective through the provision of oxygen therapy and other alternative, holistic and self-help therapies principally to people with Multiple Sclerosis but also to other members of the public who seek to obtain benefit from such therapies.

The Trustees have complied with the Charities Act 2011 and their duty to 'have regard' to public benefit guidance provided by the Charity Commission when exercising powers or duties to which the guidance is relevant.

Principal Activity

The main activity of the Charity continues to be the provision of oxygen therapy and other alternative, holistic and self-help therapies which are provided at the charities building in Frampton Road Gloucester. This building enables an extended range of services to be made available for the benefit of members. Apart from the provision of oxygen therapy, the therapies provided are by independent providers and not directly by the Charity.

Review of Activities

The Centre continues to provide a wide range of therapies to its members. We are pleased to confirm that the charity has provided more.

- 311 Active Members (increase 32%)
- 11 Therapists & 13 Oxygen operators
- 2907 Oxygen Therapy Sessions Delivered (increase 54%)
- 153 Acupuncture Sessions (increase 135%)
- 176 Massage Sessions (increase 68%)
- 187 Talking Therapy Participations (new service)
- 140 1:1 Exercise Therapy Sessions (115% increase)
- 127 Yoga Participations (decrease -18%)
- 391 Pilates Participations (increase 162%)

Staff & Volunteers

The Management Committee continue to recognise and appreciate the enthusiasm and commitment of the Centre management team and the help provided by all volunteers is essential and greatly appreciated.

Financial Review

The Centre receives no funds of any description from any statutory body. The Centre is, therefore, dependent on a high level of fundraising, and is particularly grateful for all the fundraising activities carried out to raise funds and to everyone who organises such activities.

The result for the year was a loss of £47,558. However, this is due to funds which were paid late in 2021 (causing a net profit of circa £33,000 last year) these funds have been spent as planned.

In August 2021 the charity registered and began to use a new trading name - The Charcot Therapy branding continues to be well received by grant givers and external stakeholders. The Charcot Therapy branding is better able to attract grants and corporate donations as a more inclusive charity.

The Center Manager spent much of 2022 raising funds via corporate and grant fundraising in addition to the promotion of the centre with local stakeholders and grant givers. In a key move Rachael was also successful in being granted a 3 year award from the National Lottery which will pay the salary and associated costs of Jade (Service Delivery Manager). This has also allowed us to increase Jades hours but also bring certainty to the role. This will also allow Rachael to continue fundraising efforts but also allows the centre to have a deputy who will become capable of the day to day management of the centre should the need arise. The board of trustees recognises and thanks Rachael and Jade for their efforts.

The charity has, thanks to the additional support offered by Jade been able to increase the services offered both in number but also in offering. New activities include Art, Gardening and a Knit and Natter.

The centre began offering Talking Therapy in 2022 and this has been extremely well received. Additionally, we continue to add further capacity to existing therapies and adding regular visiting therapies.

We were able to continue to increase our oxygen therapy provision which now offers more capacity than ever before. Donations from oxygen therapy sessions rose from £20,125 to £30,407.

Reserves Policy

The trustees regularly review and update the reserves policy in line with on-going commitments. The management committee have agreed that the target level of free reserves is 6 months' expenditure, which is £31,304. Free reserves as of the 31st December 2022 are in excess of the reserves policy by £2,631. Additionally there are restricted funds of £11,919 for mental health and exercise provisions.

Future Plans

The Centre will continue to deliver the services identified above. In particular, we will:

- To promote the centre to all those who may benefit from it.
- Continue to build and maintain close working relations with enablers from other charities.
- In 2022 we built relationships with the promoters within the charity and neurological sector including a partnership with Parkinsons UK and FND Friends this has generated new referrals and those relationships will continue to be built on in 2023.
- Undertake a long term strategy review to develop a 5 year plan.
- Continue to focus on corporate and grant fundraising
- Improve the training of Trustees and actively recruit new trustees to the board.
- Monitor the maintenance and upkeep of the building to ensure it remains in a state of good repair.

Small Company Rules

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). Statement of Trustee Responsibilities

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements the trustees are required and have fulfilled the requirements to:

- Select suitable accounting policies and apply them consistently.
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report was approved by the trustees on 29th June 2023 and signed on its behalf :

Duncan Smitton
Chairman

Statement of Financial Activities for the year ended 31 December 2022
M S Information and Therapy Centre Ltd
(including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2022 £ | Total Funds 2021 £ |
|--------------------------------|------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| INCOMING RESOURCES | | | | | |
| Donations and Legacies | 2 | 67,625 | 11,919 | 79,544 | 91,577 |
| Other trading activities | 3 | 1,826 | - | 1,826 | 4,895 |
| Investment Income | 4 | - | - | - | 133 |
| TOTAL INCOME | | 69,451 | 11,919 | 81,370 | 96,605 |
| EXPENDITURE ON: | | | | | |
| Raising Funds | 5 | 11,928 | - | 11,928 | 8,978 |
| Charitable activities | 6 | 99,750 | 17,250 | 117,000 | 93,517 |
| TOTAL EXPENDITURE | | 111,678 | 17,250 | 128,928 | 102,495 |
| NET INCOME | | (42,227) | (5,331) | (47,558) | (5,890) |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 100,145 | 22,826 | 122,971 | 130,244 |
| Total funds carried forward | | 57,918 | 17,495 | 75,413 | 69,523 |

M S Information and Therapy Centre Ltd
Balance Sheet as at 31 December 2022

| | Note | 2022 £ | 2021 £ |
|---|-------------|-------------------------|-------------------------|
| Fixed Assets | | | |
| Tangible Assets | 12 | 23,246 | 37,384 |
| Current Assets | | | |
| Stocks | | 950 | 950 |
| Debtors | 13 | 4,826 | 4,826 |
| Cash at bank and in hand | | 47,875 | 81,194 |
| | | <hr/> 53,651 | <hr/> 86,970 |
| Creditors: Amounts falling due within one year | 14 | 1,484 | 1,383 |
| Net Current Assets | | 52,167 | 85,587 |
| Net Assets | | 75,413 | 122,971 |
| Funds of the charity: | 16,17 | | |
| Restricted funds | | 17,495 | 22,826 |
| Unrestricted funds | | 57,918 | 100,145 |
| Total funds | | 75,413 | 122,971 |

The financial statements on pages 4 to 12 were approved by the trustees and authorised for issue on and signed on their behalf by

D Smitton
Chairman

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Act. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime. The profit and loss account has not been delivered to the Registrar of Companies.

M S Information and Therapy Centre Ltd

Notes to the Financial Statements for the Year Ended 31 December 2022

1 ACCOUNTING POLICIES

Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), 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) (Charities SORP FRS 102) and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102.

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The financial statements are presented in sterling (£) and are rounded to the nearest £.

Income

Income, excluding donations, is included in the financial statements using the accruals concept. Grants are recognised when the entitlement, certainty and measurement conditions have been met. Donations are included as and when received. Income tax recoverable on gift aided donations is included in the period in which it is received.

Gifts in kind received for resale are recognised when the gift is sold using the sales value. The contribution of volunteers is not included in the Statement of Financial Activities.

Expenditure

The cost of generating funds includes costs of generating voluntary income. Charitable activities costs include expenditure on delivering oxygen therapy.

Liabilities

Liabilities are recognised in the accounts as soon as a present obligation arises from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

M S Information and Therapy Centre Ltd
Notes to the Financial Statements for the Year Ended 31 December 2022

Fund accounting

General funds are expendable at the discretion of the Trustees in furtherance of the charity's objects and which have not been designated for other purposes.

In light of the size of the charity, its policy is to build up a reserve of at least one year's operating costs. Restricted funds contain income which has been received for specific purposes, less the related expenditure against these.

Leasing commitments

Rentals paid under operating leases are charged to the statement of financial activities as incurred.

Pensions

The pension costs represent amounts payable by the charity during the year.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Allocation of support costs

The only material allocation of support costs is the salary of the only employee of the charity. 25% of their cost is allocated to fundraising and 75% to charitable activities which is thought to be a reasonable allocation reflecting the time spent on these activities.

M S Information and Therapy Centre Ltd

Notes to the Financial Statements for the Year Ended 31 December 2022

Tangible fixed assets

Tangible fixed assets are included at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life, an entire year's depreciations is applied to a financial year regardless as to when the asset was purchased in the year. Rates applied are:

Oxygen Chamber: 15% on reducing balance

Fixtures and fittings: 16.6% straight line

Computers: 33.3% straight line

Donated assets given for use by the charity are recognised at their market value as incoming resources and within the relevant fixed asset category on the balance sheet when receivable

2 Income from donation and legacies

| | Unrestricted | Restricted | Total 2022 | Total 2021 |
|----------------------------------|---------------|---------------|---------------|---------------|
| | £ | £ | £ | £ |
| Donations and legacies: | | | | |
| Donations from individuals | 44,485 | 11,919 | 56,404 | 45,477 |
| Grants, including capital grants | 23,140 | - | 23,140 | 46,100 |
| | <u>67,625</u> | <u>11,919</u> | <u>79,544</u> | <u>91,577</u> |

3 Income from other trading activities

| | Unrestricted | Restricted | Total 2022 | Total 2021 |
|--------------------------|--------------|------------|---------------|---------------|
| | £ | £ | £ | £ |
| Fundraising/Other Income | 1,826 | - | 1,826 | 4,895 |
| | <u>1,826</u> | <u>-</u> | <u>1,826</u> | <u>4,895</u> |

4 Investment Income

| | Unrestricted | Restricted | Total 2022 | Total 2021 |
|-------------------------|--------------|------------|---------------|---------------|
| | £ | £ | £ | £ |
| Other investment income | - | - | - | 133 |

M S Information and Therapy Centre Ltd
Notes to the Financial Statements for the Year Ended 31 December 2022

5 Cost of Raising Funds

| | Unrestricted | Restricted | Total | Total |
|---|---------------------|-------------------|---------------|--------------|
| | £ | £ | 2022 | 2021 |
| | £ | £ | £ | £ |
| Allocated staff costs | 9,616 | - | 9,616 | 7,727 |
| Direct costs of activities generating funds | 2,312 | - | 2,312 | 1,251 |
| | <u>11,928</u> | <u>-</u> | <u>11,928</u> | <u>8,978</u> |

6 Cost of charitable activities

| | Unrestricted | Restricted | Total | Total |
|-----------------------------------|---------------------|-------------------|----------------|---------------|
| | £ | £ | 2022 | 2021 |
| | £ | £ | £ | £ |
| Allocated staff cost | 28,847 | - | 28,847 | 23,183 |
| Direct cost of therapy treatments | - | - | - | - |
| Therapy centre costs | 70,903 | 17,250 | 88,153 | 70,334 |
| | <u>99,750</u> | <u>17,250</u> | <u>117,000</u> | <u>93,517</u> |

7 Governance Cost

There are no charges in the year for production and examination of the statutory accounts

8 Operating Costs

| | 2022 | 2021 |
|--|---------------|-------------|
| | £ | £ |
| Operating leases – Land and Buildings | 17,250 | 17,250 |
| Depreciation of fixed assets | 15,476 | 15,162 |

M S Information and Therapy Centre Ltd

Notes to the Financial Statements for the Year Ended 31 December 2022

9 Trustees remuneration and expenses

No trustees have received any remuneration or have been reimbursed expenses for the charity during the year

10 Staff costs

| | 2022 | 2021 |
|---|-------------|-------------|
| | £ | £ |
| The charity had one member of staff in the year | 2 | 2 |

Staff costs during the year were:

| | | |
|-----------------------|--------|--------|
| Wages and salaries | 38,463 | 30,910 |
| Social security costs | - | - |
| Pension costs | - | - |

The monthly average of staff time dedicated to running the charity expressed as full time equivalents is:

| | 2022 | 2021 |
|---------------------------------------|-------------|-------------|
| Management/Administration/Fundraising | 0.80 | 0.80 |

No employee received more than £60,000 during the year.

11 Taxation

The charity is a registered charity and has not made any profits which would be subject to corporation tax

M S Information and Therapy Centre Ltd
Notes to the Financial Statements for the Year Ended 31 December 2022

12 Tangible Fixed Assets

| | Computer Equipment | Oxygen Chamber | Fixtures & Fittings | Total |
|------------------------|-------------------------------|---------------------------|------------------------------------|---------------|
| Cost | | | | |
| As at 1 January 2022 | 1,209 | 37,858 | 45,401 | 84,468 |
| Additions | 550 | 530 | 258 | 1,338 |
| Disposals | - | - | - | - |
| As at 31 December 2022 | 1,759 | 38,388 | 45,659 | 85,806 |
| Depreciation | | | | |
| As at 1 January 2022 | 806 | 14,952 | 31,326 | 47,084 |
| Charge for the year | 586 | 5,758 | 9,132 | 15,476 |
| Disposals | - | - | - | - |
| As at 31 December 2022 | 1,392 | 20,710 | 40,458 | 62,560 |
| Net Book Value | | | | |
| As at 1 January 2022 | 367 | 17,678 | 5,201 | 23,246 |
| As at 31 December 2022 | 403 | 22,906 | 14,075 | 37,384 |

13 Debtors

| | 2022 | 2021 |
|-------------|-------------|--------------|
| | £ | £ |
| Prepayments | 4,826 | 4,826 |

14 Creditors: amounts falling due within one year

| | 2022 | 2021 |
|-------------------------------|--------------|--------------|
| | £ | £ |
| Trade Creditors | 222 | - |
| Other tax and social security | 464 | 585 |
| Accruals | 798 | 798 |
| | 1,484 | 1,383 |

M S Information and Therapy Centre Ltd
Notes to the Financial Statements for the Year Ended 31 December 2022

15 Obligations under leases and hire purchase agreements

Total future minimum lease payments under non-cancellable operating leases are as follows:

| | 2022 | 2021 |
|----------------------------|-------------|---------------|
| | £ | £ |
| Within one year | 17,250 | 17,250 |
| Between two and five years | 17,250 | 17,250 |
| Over five years | - | - |

16 Funds

| | Unrestricted | Restricted | Total |
|-------------------------------|---------------------|-------------------|------------------|
| As at 1 January 2022 | 100,145 | 22,826 | 122,971 |
| Income | 69,451 | 11,919 | 81,370 |
| Expenditure | (111,678) | (17,250) | (128,928) |
| As at 31 December 2022 | 57,918 | 17,495 | 75,413 |

17 Analysis of net assets between funds

| | Unrestricted | Restricted | Total |
|----------------------------|---------------------|-------------------|----------------|
| Fixed Assets | 23,246 | - | 23,246 |
| Current Assets | 36,156 | 17,495 | 53,651 |
| Current Liabilities | (1,484) | - | (1,484) |
| Total | 57,918 | 17,495 | 75,413 |

18 Related party transactions

There were no related party transactions in the year.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES' OF
M S Information and Therapy Centre Ltd**

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

Responsibilities and basis of the 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").

I report in respect of my examination of the charities' accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 (other than that disclosed below *) 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 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 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.

Mr M Marshall FCCA
Pi Accountancy

.....

