Swanley Therapy Centre (S.U.M.S)
(A Company Limited by Guarantee)

Company registration number 02345991

Micro-entity Accounts

Year ended 31 December 2025

Swanley Therapy Centre (S.U.M.S) Registered Number: 02345991
Balance Sheet as at 31 December 2025

	Notes	2025	2024
Current Assets		£84,090	£60,992
		£60,992	£60,992
Current liabilities Deferred income Accrued expenses		 £500 900	 £500 £900
		£1,400	£1,400
Total net assets (liabilities)		£82,690	£59,592
Reserves		£82,690	£59,592

The Charity has reviewed its obligations and has now restructured its Reserves Policy and itemised the categories. The Trustees approved the policy 10th July 2025. The Charity now holds a Designated Restricted Reserve (£50k building closure, £19k for staff management). A target of £91.5k total reserve is set to ensure protection of the organisation; this is to be established from projects for fundraising; the current total holdings are less but critical reserves set. The remaining income reserves will be held as Unrestricted Designated Reserves or Unrestricted General Reserves. NB: The Designated reserves have been calculated as a requirement placed upon the charity through contractual obligations or legislative compliance (e.g. staff payments in inclement circumstances).

For the year ending 31st December 2025 the company was entitled to exemption from 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 Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.
These accounts were approved by the Board of Directors and Trustees and signed on their behalf on……..



…….
Paul Dunn
Director and Chair of Trustees

Dated 30/09/2026.

Notes on the accounts

1.Accounting Policies

a) Basis of Preparation
The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities, Statement of Recommended Practice: 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) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2022.
The Financial Statements are prepared in Sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.
Reconciliation with previous Generally Accepted Accounting Practice
In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FS102 and the Charities SORP FRS 102 the restatement of comparative items may be required and concluded that no restatements were required. The transition date was 1 April 2015.

2. Legal Status of the Organisation
The Organisation is a Company Limited by Guarantee and a registered charity. The liability of each member in the event of winding up is limited to £1.

3. **Staff Numbers** The average number of full-time equivalent employees (including part-time staff) during the year was 4 (2024 – 2).

4. **Taxation** The Company is a registered charity, and no provision is considered necessary for taxation.

5. **Deferred Income**
Income from activities for generating funds that took place in 2025 applicable to 2026 – £500 (2024 – £500).

6. **Bank Balance**
Funds are held on bank current and deposit accounts.

7. **Lease**
Cost of lease of premises £19,000 per annum (landlord then makes charitable donation of £4,000).

SWANLEY THERAPY CENTRE (S.U.M.S.)
INCOME AND EXPENDITURE 1 JANUARY TO 31 DECEMBER 2025

2024	INCOME	2025	2024
			6,847.95
	HMRC		19,000.00
0.00	Gift Aid	6,977.62	2,017.90
0.00		**6,977.62**	2,275.75
			1,115.29
			1,794.10
			338.68
			1,402.70
	TREATMENT		14,030.58
100.00	Beauty Treatments	512.00	36,039.87
4,935.00	Bowen Therapy	5,297.00	179.60
5,035.00	***TOTAL***	***5,809.00***	***85,042.42***
	DONATIONS		
4,000.00	MSP Holdings	4,000.00	0.00
13,568.00	Personal	22,863.03	0.00
17,568.00	***TOTAL***	***26,863.03***	0.00
48,764.90	**OXYGEN**	59,024.01	
48,764.90	***TOTAL***	***59,024.01***	
	GRANTS		
0.00	Unrestricted Funds	0.00	0.00
0.00	***TOTAL***	***0.00***	0.00
	OTHER INCOME		
4,870.00	Paula Carr Charity	1,700.00	264.00
0.00	Refreshments	1,077.75	0.00
0.00	Masks/Pen sales	2,015.00	1,215.00
0.00	London Marathon	0.00	3.05
4,930.00	Membership	6,150.00	408.00
547.67	Bank Interest	600.17	2,008.82
2,985.50	Sales	2,045.90	1,181.18
2,891.00	Summer Fete	0.00	54.00
940.00	Summer/Christmas FR/Raffles	3,301.80	211.42
0.00	Curry Night	0.00	2,454.52
83.20	Carol Singing	0.00	1,028.03
902.00	"100" Club	1,346.00	945.97
18,149.37	***TOTAL***	***18,236.62***	171.88
			377.50
4,000.00	In Memory of C Davidge	0.00	755.39
4,000.00	***TOTAL***	***0.00***	1,002.38
			0.00
			12,081.14
75,949.27	***TOTAL INCOME***	***116,910.28***	***97,123.56***

OPENING BALANCES	
Current Account	*3,179.42*
Petty Cash	*78.00*
Shawbrook deposit account	*50,000.00*
CAF Bank savings account	*7,734.65*
TOTAL 2024	***60,992.07***

DIRECT EXPENDITURE	***2025***
Oxygen	*6,575.75*
Rent	*19,000.00*
Rates	*205.00*
Insurance	*2,611.07*
Gas	*977.23*
Electricity	*1,690.96*
Water rates	*377.79*
Telephone / Broadband	*1,649.48*
Repairs and Maintenance	*8,906.67*
Wages	*37,745.55*
Cleaning	*160.34*
TOTAL	***79,899.84***
TREATMENTS	
Bowen Therapy	*0.00*
Beauty Treatments	*0.00*
TOTAL	*0.00*
GRANT EXPENDITURE	
	0.00
TOTAL	*0.00*
INDIRECT EXPENDITURE	
Audit Fees	*1,164.00*
Training	*275.70*
MSNTC / HBOTT subs.	*1,220.00*
Postage	*0.00*
Payroll Services	*510.00*
Pension contributions	*1,730.46*
Website/Computer costs	*832.51*
Legal Costs/Licences/HR	*34.00*
Stationery/Printing/Postage	*409.20*
Fund Raising/100 Club	*597.06*
HMRC	*1,042.12*
Purchases/Equipment	*506.69*
Television expenses	*178.25*
Sundry Expenses	*556.00*
Bank / Card Payment Charges	*1,099.63*
Refreshments	*1,312.66*
Masks/Pens to resell	*2,443.24*
TOTAL	***13,911.52***
TOTAL EXPENDITURE	***93,811.36***

CLOSING BALANCES	
Current Account	*15,183.76*
Petty Cash	*78.00*
Shawbrook deposit account	*50,000.00*
CAF Bank savings account	*18,829.23*
TOTAL 2025	***84,090.99***

Swanley Therapy Centre (S.U.M.S)
(A Company Limited by Guarantee)

Report and Financial Statements

Year ended 31 December 2025

Charity Number 801112

Swanley Therapy Centre (S.U.M.S)

1.	Report of the directors and trustees for the year ended 31 December 2025	Pages 2-7
2.	Statement of Financial Activities	Page 8
3.	Statement of Net Assets	Page 9-10
4.	Accountants' Report	Page 11
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Swanley Therapy Centre (S.U.M.S)
Report of the Directors and Trustees for the year ended 31 December 2025

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31 December 2025. The financial statements have been prepared 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 2022 and the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE), (effective 1 January 2015).

Reference and Administrative Details

Charity Number:	**801112**
Registered Company Number:	**02345991**
Principal Office:	**Unit 8, Park Road Industrial Estate, Swanley BR8 8AH**
Bankers:	**CAF Bank Ltd, 25 Kings Hill Avenue, ME19 4JQ Shawbrook Bank, Warley Hill Business Park, Brentwood, CM13 3BE**
Accountants:	**Champ Consultants Ltd, 34 Croydon Road, Caterham, Surrey, CR3 6QB**

The directors and trustees serving during the year and since the year end were as follows:

Chairman: Dayantha Joshua
Chair of Trustees: Paul Dunn
Trustee: Frank Peet
Trustee: Simon Clarke
Trustee: Sue Bairstow
Trustee: Michael Horwood
Trustee: Amanda Coyle (Appointed: 05/02/2026)

Patron: Lady Barbara Ramsey

Senior Staff:
Centre Manager: Lindsey Johnson
Deputy Manager: Ellen Joseph
Voluntary Treasurer: Tracy Anderson
Voluntary Secretary: Tracey Sullivan

Structure, Governance and Management

Governing Document
The Company is governed by its Memorandum and Articles of Association dated 10 February 1989.

Appointment of trustees
The trustees are elected by the membership of the organisation.

Organisation

The Trustees and Senior Staff oversee operational direction and planning performing as an executive/management committee.

An operational committee reviews the day-to-day operational activities and is formed from:

Lady Barbara Ramsey
Tracy Anderson
Simon Clarke
Anne Marie Curling
Paul Dunn
Linda Harris
Lindsey Johnson
Ellen Joseph
Frank Peet
Sheila Sheehan
Tracey Sullivan
Doreen Tavener

Objectives and Activities
The organisation's principal activity is that of a charity. Its main aims are to:

Provide relief through therapeutic services to people with multiple sclerosis and other neurological conditions.

Promote and assist in research to causes of MS; this will include activities and association with the Neuro Therapy Network and the MS Society.

Provide a welcoming and supportive environment and a venue where members provide mutual support, exchange skills and "expert by experience" advice.

Activities, achievements, and performance

We achieve our aims by providing therapeutic hyperbaric oxygen (High Dose Oxygen Therapy) and the provision of day care facilities. We also provide practical support for persons suffering from multiple sclerosis, neurological disorders and other conditions including sports injuries.

Services are provided in such a way that facilitates access by people of different cultural and ethnic backgrounds and those with physical disabilities, sensory and learning disabilities.

We provide services to clients living in Kent, Surrey and the South East. Our services are not available on the NHS. Our medical adviser is Professor Phillip James formerly of Dundee University, who is the widely recognised expert specialising in the High Dose Oxygen Therapy.

During 2025 we were able to provide 50 weeks of service and provided 3,326 (2024 – 3,489) individual oxygen therapy patient sessions.

In addition to oxygen therapy we continue to offer Pilates, Bowen Therapy and Beauty Therapy to members and non-members.

During the year, when possible, we have continued opening four mornings a week, (13 sessions of oxygen therapy) and a popular Wednesday evening session. This has been achieved with the continual support of a loyal team of volunteer chamber operators.

Fundraising

We are grateful to the following for their support during the year ended 31 December 2025:-

Sir Vivian and Lady Barbara Ramsey
Chris Burton
MSP Lettings Ltd
Paula Carr Diabetes Fund
Members of the “100” Club
Mr and Mrs J E Clarke
Paul Dunn
EasyFundraising
Ros Wakeman
Alison Draper
Angelo Allodi
Barbie Rose
Simon Clarke
Friends and family of Carol Sterry
Swanley Town Council with thanks to Rita Wood

Sevenoaks District Council with thanks to Lawrence Ball
Anne Duncliff
Greg Rowley
Tuan Luu
Joanne Gregory and the Rotary Orpington District E Club

Volunteer Support

The organisation operates with voluntary unpaid staff; the paid employees during the year were Lindsey Johnson, Ellen Joseph, Kelly Simonds and Julie Sawyer.

Many of our volunteers are drawn from relatives of multiple sclerosis sufferers and local supporters and not only help run the Centre but support in fundraising events.

The trustees would like to acknowledge the volunteer support for this year provided by: Lady Barbara Ramsey, Frank Orford, Sheila Sheehan, Dawn Dellow, Tracey Sullivan, Linda Harris, Tracy Anderson, Anne-Marie Curling, Doreen Tavener, Simon North, Brenda Gray, Sue Rivers and Lesley Playfoot.

Public Benefit

The trustees have reviewed the aims of the charity and the services it provides to ensure that they are for the public benefit. There are clear identifiable benefits available to a section of the public i.e. services to people suffering from multiple sclerosis, related neurological conditions and other chronic and acute conditions that benefit from HDOT. The Trustees ensure that the services are provided at a below market pricing to give accessibility

Financial Review

It is vital that we have sufficient funds to perform our duties to our members and service users. The organisation produced a surplus of £23,098 for the year ended 31 December 2025 (2024 – £1,057 deficit). To remain a viable enterprise, to maintain our operations at their existing levels and achieve our objectives for 2026 we need to continue to act to seek new forms of income and continue our fundraising efforts.

Investment Powers and Policy

Under the Constitution, the charity has the power to invest in any way the trustees wish. However, the trustees have adopted a policy which is risk averse, but seeks to maximise investment return whilst retaining liquidity. Our existing bankers, CAF Bank, provide an instant access current

account, a gold account. We also have a fixed term deposit account with Shawbrook Bank.

Due to rising costs for de-installation work it is important that a Reserves Policy setting out protected fund retention (contractual and legal commitments protection) is reviewed regularly. This was undertaken in June 2025 and has reflected the known decommission costs incurred at other HDOT centres. This work was finalised and agreed at the February 2026 Management Meeting.

Risk Assessment

The trustees have reviewed any potential major risks and have set up systems and procedures to manage those risks. Continuing costs of service products and overheads threaten financial stability and therefore user charges have been increased to protect against overextending. It will be necessary to use the improved accounts modelling spreadsheet to determine the in-year position of cost against income.

Trustees Responsibilities in relation to the Financial Statements

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2022, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 charity and enable them to ensure that the financial statements comply with the Charities Act 2022, 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Accountants

The directors and trustees would like to thank Champ Consultants Ltd for their services and retain them for the year ended 31 December 2026.

By order of the Directors and Trustees:



……
Paul Dunn
Director and Chair of Trustees

Dated……24th May 2026……....

Swanley Therapy Centre (S.U.M.S)
Statement of Financial Activities (including income and expenditure account) year ending 31 December 2025

	Note	Funds 2025	Funds 2024
Incoming resources			
Incoming resources from generated funds:			
Voluntary income:			
Grants, donations and membership fees	3	£100,715	£82,383
Activities for generating funds		9,786	7,801
Investment income		600	548
Incoming resources from charitable activities:		£111,101	£90,732
Contribution for treatment	3	5,809	5,035
Total incoming resources		£116,910	£95,767
Resources expended			
Cost of generating funds and voluntary income		£597	£1,555
Charitable activities	4	90,521	93,136
Governance costs		2,694	2,133
Total resources expended		£93,812	£96,824
Net movement of funds in year		£23,098	£(1,057)

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

Swanley Therapy Centre (S.U.M.S)
Statement of Net Assets as at 31 December 2025

	Notes	2025	2024
Current Assets Bank balance Petty Cash	10	£84,012 78	£60,914 78
		£84,090	£60,992
Current liabilities Deferred income Accrued expenses	9	£500 900	£500 900
		£1,400	£1,400
Net assets		£82,690	£59,592

The Charity has reviewed its obligations and has now restructured its Reserves Policy and itemised the categories. The Trustees approved the policy 10th July 2025. The Charity now holds a Designated Restricted Reserve (£50k building closure, £19k for staff management). A target of £91.5k total reserve is set to ensure protection of the organisation; this is to be established from projects for fundraising; the current total holdings are less but critical reserves set. The remaining income reserves will be held as Unrestricted Designated Reserves or Unrestricted General Reserves.
NB: The Designated reserves have been calculated as a requirement placed upon the charity through contractual obligations or legislative compliance (e.g. staff payments in inclement circumstances).

For the year ending 31st December 2025 the company was entitled to exemption from 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 Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts were approved by the Board of Directors and Trustees and signed on their behalf on……..

…….
Paul Dunn
Director and Chair of Trustees

Dated: …….

Swanley Therapy Centre (S.U.M.S)

Accountants' Report

The directors and trustees are responsible for keeping proper accounting records. In accordance with instructions given to us, we have prepared the accounts on pages 9-10 and the notes thereto on page 12-16 for the year ended 31 December 2025 from the books and records of the Company on the basis of information and explanations supplied to us.

We have not carried out an audit in accordance with Auditing Standards. Accordingly, we do not express an opinion of any sort on the accounts.

Champ Consultants Ltd
34 Croydon Road
Caterham
Surrey
CR3 6QB

Dated: ……

Notes on the accounts

1. Accounting Policies

a) Basis of Preparation

The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities, Statement of Recommended Practice: 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) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2022.

The Financial Statements are prepared in Sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FS102 and the Charities SORP FRS 102 the restatement of comparative items may be required and concluded that no restatements were required. The transition date was 1 April 2015.

b) *Incoming Resources*
Voluntary income which includes donations and grants from charitable bodies, and income from charitable activities are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or relates to future accounting periods or
- The donor has imposed conditions, which must be met before the charity has unconditional entitlement.

  NB: Fees charged for treatments to non-members and members are subsidised and included in voluntary income.

c) *Investment income is recognised on a received basis.*

d) *Volunteers and Donated Services and Facilities*
The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the trustees annual report.

e) *Resources Expended*
Expenditure is recognised when a liability is incurred.

- Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in fundraising activities.

- Charitable activities include expenditure associated with the provision of therapeutic and advice services to people suffering from multiple sclerosis and associated neurological conditions.

- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional statutory and regulatory requirements.

- Support costs include central functions. These have been allocated to charitable activities.

f) *VAT*
All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

g) *Lease*
The organisation leases its premises, on a 5-year lease commencing 14 March 2023. We have the right to terminate the lease on 14 March each year subject to giving 6 months' notice. Rental costs are charged evenly over the period of the lease.

h) *Funds Structure (see above re Designated)*
The organisation has a restricted income fund to account for a situation where a donor requires that a grant or donation must be spent on a particular purpose or where funds have been raised for a specific purpose.

The purpose of the organisation STC, is to provide Oxygen Therapy, along with other supportive services, and the Oxygen Therapy requires a purpose-built facility positioned in a safe industrial estate. The chamber and supporting equipment for the Oxygen service is permitted in the facilities with contractual obligations that, should the STC Charity ever wish to move from the industrial estate it must remove all equipment, dispose of it if appropriate (e.g. upon closure of the charity or replacement) and reset the industrial unit to its original state. This contractual agreement with the landlord thereby makes an obligation of funds that cannot be otherwise excused and carries an estimated cost of £50,000; this is based upon general estimates and awareness of other similar sites involved recently in re-siting.

For this reason, the Trustees have taken the view that it would be prudent to earmark funds of £50,000 and move these funds to a restricted account so that the charity STC is always able to meet its obligations. The Trustees will continue to review the cost and resale value of equipment in a changing market (for Oxygen Therapy equipment) and to revise this new restricted account annually.

All other funds are unrestricted income funds.

i) *Pensions: Automatic Enrolment*
With effect from 1 July 2016 all staff were given the opportunity of automatically enrolling into a Pension Scheme provided by NEST.

2. Legal Status of the Organisation

The Organisation is a Company Limited by Guarantee and a registered charity. The liability of each member in the event of winding up is limited to £1.

3. Financial Activities of the Charity

Analysis of voluntary income

	2025	2024
One-off grants received	£-	£2,250
Donations and membership fees	£100,715	£80,133
	£100,715	£82,383

Analysis of income from charitable activities

	2025	2024
Fees paid for treatment	£5,809	£5,035

Investment Income
All of the organisation's investment income arises from its bank accounts.

Analysis of resources expended
Cost of generating funds represents costs incurred in raising voluntary income.

Charitable activities

	2025	2024
Cost of provision of advice and treatment and expenditure on improved facilities	£90,521	£93,136

4. Analysis of Charitable Expenditure

Oxygen	£6,576
Repairs and maintenance	8,907
Wages etc.	41,028
Support costs	26,671
Other expenses	7,339
	£90,521

The organisation undertakes direct charitable activities only and does not make grant payments.

5. Analysis of Support for Charitable Activities

This table shows the cost of the charitable activities and the sources of revenue to directly support those activities.

	Total
Charitable expenditure Contributions for treatment	£90,52 64,833
Deficit to be funded from other sources	£25,688

6. Analysis of Staff Costs borne by the Charity

	2025	**2024**
Salaries including Social Security costs	£41,028	£39,485

7. Staff Numbers

The average number of full-time equivalent employees (including part time staff) during the year was 4 (2024 – 2).

8. Taxation

The Company is a registered charity and no provision is considered necessary for taxation.

9. Deferred Income

Income from activities for generating funds that took place in 2025 applicable to 2026 – £500 (2024 – £500).

10. Bank Balance

Funds are held on bank current and deposit accounts.

11. Lease

Cost of lease of premises £19,000 per annum (landlord then makes charitable donation of £4,000).

SUMS/Swanley Therapy Centre: Reserves Policy
The SUMS/Swanley Therapy Centre reserves policy was reviewed, updated and accepted at a Trustee Meeting on 10th July 2025.

What are reserves?
Reserves are the funds that are held by a charity and available to spend on its purposes. Donor/Funder's often look at the amount of unrestricted reserves (or "free reserves") a charity holds to help decide whether to fund them. Local authorities will also ask about reserves to decide whether to allow any discretionary rates relief. However, it is important to distinguish between restricted and unrestricted reserves. Restricted reserves are reserves designated by funders and trustees for a specific purpose.

What to consider?
In addition, not all of the unrestricted funds of a charity may be available for unrestricted spending. SUMS/STC has identified the following requiring designated reserve status:

1. The charity has responsibility for a building and should hold reserves to meet the costs for repairs or withdrawal and closure of the site as per contractual obligations
2. The charity employs staff, and shall hold funds to cover their notice period and any redundancy they may be entitled to in the case of closure (forced or otherwise) of the charity

The intended Reserves Management

Item 1:
The charity has a contractual obligation upon exiting the current premises, to remove all items and restore the property to an empty shell business facility. SUMS has invested over 40 years in structural changes and partly these were necessary to allow for a HBOT (Oxygen) Chamber to be placed within the building premises. The chambers are heavy iron units that allow 8 persons to occupy it seated on coach-type seats. The Charity therefore has oxygen tanks and other ancillary items that facilitate provision of HBOT treatments. The removal of the oxygen tanks also carries a cost for demobilization and removal.

The charity has previously estimated the cost of replacing or removing equipment and, if the case, exiting the premises. We have recently reached out to similar Charity HBOT centers and the maintenance company, to apprise itself of current values. We believe that there remains a value in the chamber, compressors and other equipment but much of this would be lost in the act of removing and disposing of the items (circa £20k). There then remains the cost of property reinstatement and the removal of the British Oxygen Corp (BOC) tanks and related items. The clearance of an adjoining facility was recently cleared and overall cost value of £20k was needed; a similar site had BOC quote £25k for removal of its leased tanks.
Item 1 valuation: We have assumed that costs in this area will continue to rise and that currently total disposal and clearance would require a 'designated' reserve of £50k.

Item 2:
The trustees have set a level equivalent to 3 months of operating costs for the organisation as a desired level of reserve. This fund is a contingency in the event of a sudden reduction in income, in order to protect the future operation of the organisation from the effects of any unforeseen variations in its income and expenditure (notable the impact of COVID in 2020/21). The trustees have assigned reserves where there are planned commitments that cannot be met by anticipated future income alone.
We have been undergoing a monthly profile of income/cost by the work of the new 2024 Charity Treasurer. This indicates currently a cost of £4.5 per month for obligated costs and staff redundancy payments in the event.

Item 2 valuation:
For item 2 costs we propose a designated reserve of £13.5k.

Unrestricted Funds	Desired Reserves	Balance as at 31.12.25	Description
General purpose reserve fund	£20k	£19.2k	**Unrestricted Reserve** Funds to provide cash flow and meet short term unforeseen expenses
Development Projects	£8k	Nil	**Restricted Reserve** Funds received on the basis of strictly dedicated purpose as stipulated by the donor. *Currently we are applying for a project to replace the chamber seats (June 2025).*
Premises Exit Reserve	£50k	£50k	**Designated Reserve** Clearance of the building and disposal of all Charity equipment.
Redundancy Reserve	£10k	£10k	**Designated Reserve** Payment of staff costs including redundancy.

Utilities and other contractual Reserve	£3.5k	£3.5k	**Designated Reserve** Payment of all further contracts to close
Total	**£91.5k**	**£82.7k**	

The trustees will wish to review the above costs early in 2026 as the resell value and charges are all expected to change now that HBOT has become more popular with recent medical & sporting support for oxygen therapy. We are unsure how this will affect resell valuations and higher demand.