

# Brooke House Health & Wellbeing Centre

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2024

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 3 to the financial statements and comply with the charity's governing document, the Companies Act 2006 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 (FRS 102)" (effective 1 January 2019).

## Reference and administrative details

**Registered charity name** Brooke House Health & Wellbeing Centre

**Charity registration number** 108008

**Company registration number** NI670320

**Principal office and registered office** Colebrooke Park  
26 Colebrooke Park Road  
Brookeborough  
Co Fermanagh  
BT94 4DW

## The trustees

Mrs F Nolan  
Mrs D Brodison  
Mr P Sheridan  
Mr S White (Resigned 26 July 2024)  
Mr M Skuce  
Dr J Graham

**Company secretary** Michael Skuce

**Auditor** Moore (N.I) LLP  
Chartered accountants & statutory auditor  
30-32 Lodge Road  
Coleraine  
Northern Ireland  
BT52 1NB

# **Brooke House Health & Wellbeing Centre**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2024**

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#### **Structure, governance and management**

##### **i) Governing Document**

Brooke House Health and Wellbeing Centre is a Company Limited by guarantee, incorporated on 17th June 2020, and registered as a charity with the Charity Commission for Northern Ireland on 18th January 2021. The governing document of the charity is a Memorandum & Articles of Association which sets out the objects and powers of the charitable company.

##### **ii) Recruitment and appointment of management committee**

The directors of the company are also trustees for the purposes of charity law. Trustees are appointed at each annual general meeting.

##### **iii) Risk Management**

Trustees take risk management seriously and have in place several policies and procedures about how the organisation should be managed. Procedures are in place to ensure compliance with health and safety of staff, volunteers and visitors.

##### **iv) Organisational structure**

Brooke House Health and Wellbeing Centre is governed by a Board of Trustees, who are guided by a comprehensive Policy & Procedure Manual.

There are currently seven Trustees. Four are former members of military or police service and there is a diverse skill mix within the Board including governance, healthcare, social services, management and finance.

The CEO is a registered Social Worker with experience in mental health, disability, older people's services, childlike and senior management within the National Health Service. She is supported by a sessional Clinical Psychologist and a team of associate counsellors who are qualified, accredited and experienced in their respective fields of practice.

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#### Objectives and activities

The company's objectives are to develop and deliver innovative, evidence-based, traditional and complementary therapies, in order to promote the health and wellbeing of serving and retired members of the British Armed Forces, the Police, Prison and Emergency Services, their families and carers, in Northern Ireland, Great Britain and the Republic of Ireland, (the beneficiaries) by the advancement of health, the relief of those in need due to ill-health and disability and the advancement of citizenship and community development.

They do this by:

- a) supporting and improving the physical and mental health and wellbeing of the beneficiaries who have been physically injured, psychologically impacted and/or bereaved as a result of their service.
- b) making provisions for relief of the beneficiaries who are in need by reason of ill health and disability, often exacerbated by age and disability.
- c) supporting volunteers through training and development to provide interventions which support Brooke House Health and Wellbeing Centre clients to integrate fully into social and community life. This includes the promotion of social inclusion, social investment and reduced social isolation and loneliness in a rural area with high levels of multiple deprivation and under-provision of health and social services.

#### Core Activities

Brooke House Health and Wellbeing Centre supports and improves the physical and mental health and wellbeing of its beneficiaries by providing multi-disciplinary, outcomes-focused, high-impact interventions for care and recovery, complementing other therapeutic services and providing an environment where they may develop together.

It is focused on those who have been physically injured, psychologically impacted and/or bereaved as a result of their service or for those who care for them.

Each beneficiary receives a bespoke treatment and care package based on their specific needs through a range of services, some of which are delivered within Colebrooke Park and at various locations throughout Northern Ireland including the following core activities:

- Cognitive Behavioural Therapy (CBT).
- Eye Movement Desensitization and Re-programming (EMDR).
- Structured Residential Programme for family groups.
- Complementary therapies, including reflexology and back massage.
- Pain-relief therapy including physiotherapy and acupuncture.
- Nature-based therapy encompassing gardening, mindfulness walking and fishing.
- Easy entry-point therapies including model-making, woodworking and poetry.

#### Public Benefit

Brooke House has addressed all three elements of its public benefit but, in a period of continued financial restraint, we have focused on our first public benefit - supporting and improving the physical and mental health and wellbeing of the beneficiaries.

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# **Brooke House Health & Wellbeing Centre**

**Company Limited by Guarantee**

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**Year ended 31 March 2024**

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We have provided wraparound therapy for 140 beneficiaries in a variety of settings across Northern Ireland. All have been seen in a timely manner; psychometric evaluation shows excellent results both on an individual and collective basis.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# Brooke House Health & Wellbeing Centre

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##### Achievements and performance

During the reporting period, Brooke House Health and Wellbeing Centre delivered a range of services to 140 beneficiaries, in person and remotely, in Colebrooke Park and at other locations across Northern Ireland making a total of 701 since the formation of Brooke House in 2018. We have developed innovative ways to meet with beneficiaries and to address their needs in a safe and secure environment.

The Board assumed responsibility for Brooke House from the Ely Centre on 17 December 2020. A Deed of Novation was signed to separate the activities of The Ely Centre and those of Brooke House Health and Wellbeing Centre which carries out its charitable activities as a separate entity from that date.

When the new Board assumed responsibility, there was insufficient funding to continue operating at the previous level. The Trustees reviewed the staffing and running costs, restructured the team and reduced the footprint within Colebrooke Estate thereby halving core costs and delivering the project on budget during the following financial year (FY21/22).

Brooke House was reliant on a single funder, the Armed Forces Covenant Fund Trust. The Board developed a fundraising programme which raised core funding for the following financial year (FY22/23), laid the basis for a long-term funding strategy and broadened our funding base to include other funders such as the Communities Foundation for Northern Ireland, the National Lottery, the Royal British Legion and the Irish Ex-Services Trust.

Brooke House Health and Wellbeing Centre commissioned a Needs Analysis to describe our beneficiary population, assess their needs and gaps in service provision. It informs our business planning and workforce development as we rebuild the service.

In FY 22/23, we gained additional funding and were able to recruit two additional members of staff, an administrator and a second health and wellbeing care coordinator. We employed a clinical psychologist on a sessional basis to provide clinical governance support to the CEO. We were also able to bid for core funding for the following financial year (FY 23/24) so that we will be able to continue our consolidation and build for the future.

In the current reporting period (FY 23/24) we were able to recruit a senior administrator to develop our management procedures. This was timely as we were asked by the Armed Forces Covenant Fund Trust to be the lead partner of a national transformational project to evaluate the efficacy of nature-based therapy. It is coordinated by the Defence Gardens Scheme in collaboration with gardens throughout the United Kingdom including the Eden Project. We commissioned a literature review from Edinburgh Napier University and evaluation services from Neighbourly Labs and Pro Bono Economics.

We were also able to recruit a full complement of Health and Wellbeing Care Coordinators. With the CEO and our clinical psychologist they reviewed all our client-facing policies and procedures and gained accreditation by the Quality Network for Veterans Mental Health Services of the Royal College of Psychiatrists.

We have extended our geographical coverage across all of Northern Ireland and have remote counselling sessions in the Somme Nursing Home and five other locations across the Province. We are receiving referrals from the Republic of Ireland and are being asked to set up satellite services in the Dublin area.

Having broadened our funding base, we have now been invited to apply for core funding on a rolling

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# Brooke House Health & Wellbeing Centre

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#### Year ended 31 March 2024

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three-year basis which considerably enhances our financial stability

#### **Financial review**

The results for the year ended 31 March 2024 are set out on pages 8 and 9 of the financial statements.

Income for the year was £636,504 (2023: £450,447) and net income for the year £2,770 (2023: £22,599).

#### **Reserves policy and going concern**

It is the policy of the Charity that reserves that have not been designated for a specific purpose should be accrued to a level equivalent to 6 months core funding.

The Charity considers that reserves at this level will ensure that, in the event of a significant reduction in funding, they will be able to continue some activities however this would be on a greatly reduced scale. The Charity aims to achieve these levels of reserves in the following financial years.

#### **Plans for future periods**

We have broadened our funding base so that we are not reliant on a single funder and have been able to obtain grants which last for more than one financial year thereby improving our financial stability.

#### **Trustees' responsibilities statement**

The trustees (who are also the directors of Brooke House Health and Wellbeing Centre for the purposes of company law) 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).

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 of the incoming resources and application of the resources, including the income and expenditure, of the charitable company 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 of 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 charitable company will continue in business and state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other regularities.

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## Auditor

Moore (NI) LLP were appointed as auditor to the company and a resolution proposing that they be re-appointed will be put at a General Meeting.

## Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 12 December 2024 and signed on behalf of the board of trustees by:



Mr M Skuce  
Charity Secretary