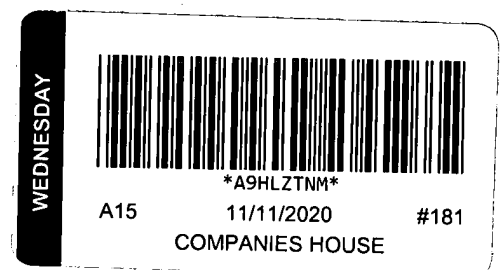


**REGISTERED COMPANY NUMBER: 08399922 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1154627**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020  
FOR  
HEALTHWATCH CENTRAL BEDFORDSHIRE**

FKCA Limited  
260 - 270 Butterfield  
Great Marlings  
Luton  
Bedfordshire  
LU2 8DL



# **HEALTHWATCH CENTRAL BEDFORDSHIRE**

## **CONTENTS OF THE FINANCIAL STATEMENTS for the Year Ended 31 MARCH 2020**

	<b>Page</b>
<b>Reference and Administrative Details</b>	<b>1</b>
<b>Report of the Trustees</b>	<b>2 to 8</b>
<b>Independent Examiner's Report</b>	<b>9</b>
<b>Statement of Financial Activities</b>	<b>10</b>
<b>Balance Sheet</b>	<b>11</b>
<b>Notes to the Financial Statements</b>	<b>12 to 16</b>

**HEALTHWATCH CENTRAL BEDFORDSHIRE**

**REFERENCE AND ADMINISTRATIVE DETAILS**  
**for the Year Ended 31 MARCH 2020**

<b>TRUSTEES</b>	Mr D P Simpson Mrs C Davies (resigned 12.11.19) Mrs L Grant Mrs G Hiscox Mr K Daly Mrs L Gazeley Mr P Downing (appointed 1.5.19) Ms K Proctor (appointed 1.11.19)
<b>COMPANY SECRETARY</b>	Ms D Blackmun
<b>REGISTERED OFFICE</b>	Capability House Wrest Park Silsoe Beds MK45 4HR
<b>REGISTERED COMPANY NUMBER</b>	08399922 (England and Wales)
<b>REGISTERED CHARITY NUMBER</b>	1154627
<b>INDEPENDENT EXAMINER</b>	FKCA Limited 260 - 270 Butterfield Great Marlings Luton Bedfordshire LU2 8DL

**REPORT OF THE TRUSTEES  
for the Year Ended 31 MARCH 2020**

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 March 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**

**Significant activities**

The charity acts as the local independent consumer champion for the public to promote better outcomes in health and social care for all in Central Bedfordshire. In fulfilling this aim, the charity has:

- Contributed to the Health and Wellbeing Board and Overview & Scrutiny Committee of Central Bedfordshire Council, the Governing Body of the Bedfordshire Clinical Commissioning Group (BCCG) and other key decision-making public service committees in health and social care.
- Visited local communities as part of our 'outreach programme' inviting partner organisations to join us to collectively gather local people's experiences of health and social care.
- Visited local schools and colleges with Young Healthwatch Members to listen to young people talking about the challenges and issues they face whilst engaging with health professionals.
- Encouraged people via social media, who may live outside of Central Bedfordshire but who use services within our area, to give their feedback about local services using the Feedback Centre on our website.
- Continued to recruit and train Volunteers to act as representatives, champions and in other roles within Healthwatch Central Bedfordshire in a variety of user groups, health and social care consultative bodies, public events, etc.
- Conducted surveys and events to validate and better understand specific issues raised by service users and members of the public and report on these.
- Developed and delivered a programme of Enter and View visits to care homes and GP Practices within Central Bedfordshire.
- Led and participated in numerous meetings and events for the public across Central Bedfordshire.
- Undertaken extensive signposting activities.
- Maintained and developed channels of communication with various service areas of Central Bedfordshire Council, the Bedfordshire Clinical Commissioning Group as the health service commissioner, with other key health providers including the statutory mental health providers, East London Foundation Trust, and with a range of voluntary sector providers of health and social care related services across Bedfordshire.

**Public benefit**

The Trustees have referred to guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

**REPORT OF THE TRUSTEES  
for the Year Ended 31 MARCH 2020**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

During 2019/20 Healthwatch Central Bedfordshire (HWCB) has continued to build on our working relationships with the Local Authority, Central Bedfordshire Council, the Bedfordshire Clinical Commissioning Group and the many providers of health and social care services across Central Bedfordshire to ensure that, by working together, we can influence and improve health and social care services for local residents.

We use all of our resources to fund unique and helpful ways to ensure that service users are heard and supported in sharing their experience and giving their opinions. We are committed to taking the patient and service user voice and satisfaction measures back to the commissioners and seeing the changes local people have asked for being put in place.

It has been another year of change for Healthwatch Central Bedfordshire. During 2019/20 we recruited two new Board Members and one Board Member stepped down. We also welcomed two new Youth Parliament Members to our Board. The new Board members bring a wealth of experience to complement the strong Board we already had.

The priorities we focussed on in 2019/20 were based on what people told us about health and social care services, as follows:

- Improved and timely access to non-medical interventions for people with mental illnesses.  
A greater voice for young people to have their say on how health and social care is delivered in their local community.
- Appropriate and suitable access to health and social care services available in the local community.
- Services that work better together for the benefit of patients.
- Improved access to primary care and community services.
- More accessible services for those that live in rural areas.

The Healthwatch Central Bedfordshire team consists of five staff, seven Directors/Trustees plus two youth parliament members and 53 adult and young volunteers. During 2019/20 we have engaged with a wide cross section of the community via various different mediums including our website, feedback centre, social media and community events, broken down as follows:

**Supporting people**

- 3,158 people shared their health/social care story with us, including young people, 26% more than last year.
- 14,424 people accessed Healthwatch advice and information online or contacted us with questions about local support - 28% more than last year.

**Reaching Out**

- 24,249 people engaged with us through our website
- 90,404 people engaged with us through social media
- 11,568 engaged with us at community events

**Making a difference**

- We published 21 reports about the improvements people would like to see with their health and social care, and from this we made 164 recommendations for improvement.

Healthwatch Central Bedfordshire's operational priority actions for 2019/20 have been to continue to gather the experiences and understanding of people's needs through many different techniques including our 'Feedback Centre' on our website, the continued development of our volunteer programme and targeted research and insight studies into defined areas of concern.

Positive and negative comments about specific health and social care services are logged and fed through into reports that help service providers and the decision makers understand how the experiences of local people can help to influence change and improve the quality of care received. Through our Newsletters, E-bulletins, social media and our website, we have also kept thousands of people up to date on the issues that matter to them.

**REPORT OF THE TRUSTEES  
for the Year Ended 31 MARCH 2020**

By growing our online and social media presence we have seen a vast increase in the number of people contacting us to tell us about their health and social care experiences, which is used in our reports or to develop a survey to learn more about the issues affecting local residents.

Our volunteers help us to raise awareness of the work we do and visit services to ensure they are providing people with the right support. They also help with the day to day running of the organisation and listen, and feedback, people's experiences to help us to know which areas we need to focus on.

Young Healthwatch have really grown in the last twelve months and the majority of their activities are highlighted in the Annual Report 2019/20. They are most proud of the '15 Steps' training programme and subsequent visits to hospital and outpatient services, plus their recently introduced Pen Pal scheme where they reached out to care home residents and those receiving homecare, by writing letters and becoming Pen Pals. Young Healthwatch have received many positive responses and realised that the scheme has had unexpected benefits for both young and old; they plan to continue into 2020/21. They have also continued to write blogs including how the recent lockdown has affected them which has been shared on Healthwatch Central Bedfordshire's Young Healthwatch website to support other young people who may have similar anxieties.

For their work in the local community, ensuring young people's voices are heard, the Young Healthwatch volunteers won individual and group 'High Sheriff Awards' in February 2020 and more recently were successful in their application for the Investing in Children Award which gives organisations national recognition for the good practice and active inclusion of children and young people in dialogue that results in change.

Future projects for both young and older volunteers will include supporting Healthwatch Central Bedfordshire to continue to gather valuable feedback from our local community about how they are accessing and receiving services in this new and constantly evolving landscape.

Our engagement activities for 2019/20 have included Listening Events, Volunteer Training Days and a programme of visits to local community and social groups. Working with key stakeholders, other statutory organisations, the local community and voluntary organisations across Central Bedfordshire we also once again delivered an outreach project called 'Just Ask' during 2018/19 which comprised a series of events at different locations. The outreach project is designed to provide information, advice and guidance on health, social care and housing to local residents. HWCB staff and volunteers were able to signpost residents to appropriate health and social care services using local knowledge, with support from the organisations that joined us at each location. Various surveys were conducted during the programme to gather information from local residents about their experience of health and social care services delivered locally.

HWCB designed and delivered the Older Peoples Festival in partnership with Central Bedfordshire Council in October 2019 as a local initiative designed to celebrate the life of older people and the contribution they make to society. The theme for the 2019 Festival was 'The journey to age equality'. Each year we bring together local services for older people to give residents and their carers lots of opportunities to tell us what they need and want from these services, to try new things and pick up some ideas to help older people live independent and happy lives. Over 50 statutory organisations, voluntary, community and social groups exhibited at the Festival and the event attracted over 300 visitors plus local authority commissioners, local dignitaries and other local Healthwatch staff from Luton, Bedford and Suffolk.

Part of HWCB's programme of work is to carry out 'Enter & View' visits to health and social care services to find out how they are managed and to make recommendations where there are areas for improvement. The Health and Social Care Act 2012 allows local Healthwatch authorised representatives to observe service delivery and talk to service users, their families, patients and carers on premises such as hospitals, residential homes, GP Practices, dental surgeries, optometrists and pharmacies. During 2019/20 HWCB continued our programme of visits to GP Practices and Care Homes across Central Bedfordshire and carried out eight Enter & View visits. A full list can be found at [www.healthwatch-centralbedfordshire.org.uk](http://www.healthwatch-centralbedfordshire.org.uk). Each Enter & View report is shared with the local authority, the Bedfordshire Clinical Commissioning Group, the Care Quality Commission and Healthwatch England. The final reports, many of which include the Provider response, are then published on our website.

We are continuing to work even more closely with the Care Quality Commission as we share a national organisational structure. We hope to continue to be at the forefront of improvements in service provision.

**REPORT OF THE TRUSTEES  
for the Year Ended 31 MARCH 2020**

HWCB's work in the local community has included the following:

- Undertaking a programme of joint quality assurance visits with staff from the Bedfordshire Clinical Commissioning Group and Healthwatch Bedford Borough to community services across Bedfordshire, to talk to patients and relatives about access to services and quality received.
- Contributing to the Patient and Public Engagement Committee by feeding back views and concerns of local residents relating to changes to, or newly commissioned services in Central Bedfordshire.
- Contributing to the Joint Strategic Needs Assessment (JSNA) of the local area enabling both the community and service providers to understand local people's most pressing health and social care needs and what support should be targeted as a priority.
- Represented the public voice at various Programme Boards which approve plans to better integrate health and social care services across Bedfordshire, Luton and Milton Keynes.
- In the midst of growing concerns around mental health services, HWCB played a key role in the development and planning of local service improvements through our continuing membership of the Mental Health Recovery Partnership Board.
- Working with key partner organisations and voluntary groups across Bedfordshire to support the Building Healthier Partnerships Programme.

Many more examples of our work throughout 2019/20 can be found on our website at [www.healthwatch-centralbedfordshire.org.uk](http://www.healthwatch-centralbedfordshire.org.uk), and in HWCB's Annual Report 2019/20. The Annual Report 2019/20 also lists examples of three cases studies which highlight how speaking up about health and care services is the first step to change and how people's views can help make a difference to the care and support people receive in Central Bedfordshire, as follows:

- **Helping to improve hospital services for young people** - following Young Healthwatch (YHW) volunteers '15 Steps' training programme, members of Young Healthwatch visited children's wards at Bedford Hospital to focus on seeing care through the eyes of a young person. Their full report was presented to Trust Board members and recommendations were actioned.
- **Helping D/deaf people to have a voice to improve communication support** - Healthwatch Central Bedfordshire staff worked with over 40 D/deaf people who raised issues relating to challenges accessing healthcare. The full report included recommendations for providers to fully implement Accessible Information Standards (AIS), to upskill staff and use appropriate technology to enable effective communication. The full report was shared with key stakeholders to encourage improvement and better meet the needs of D/deaf people.
- **Helping homeless people access health and care support** - Over a period of a few months from mid-September 2019 to February 2020 regular visits were made to a homeless shelter in Leighton Buzzard and a soup kitchen in Dunstable to listen to the challenges faced by homeless people accessing healthcare services. As a result of the visits people were provided with advice and information to secure a GP appointment and visit an optician, and were also helped with deciphering terminology used in healthcare correspondence.

Other ways that we helped people in the community are listed in the 'You said, We did' section of the Annual report which cover a variety of different healthcare services and the ways in which people were supported.

Healthwatch Central Bedfordshire has used our reports and recommendations to suggest how people's health and care services might be improved, in the following ways:

- By sharing our Enter and View Reports with local Commissioners, Providers, the Care Quality Commission and Healthwatch England.
- Publishing reports on our website about our engagement activities.
- Sharing the results of various surveys about local services on our website and with the Providers and Commissioners of those services.
- Supporting local people to report their complaint to the Commissioners of health and care services and the Parliamentary Health Service Ombudsman.

Everything we do is based on discussion and feedback from Central Bedfordshire residents who present us with the evidence to challenge providers and commissioners to improve their quality of care.

**REPORT OF THE TRUSTEES  
for the Year Ended 31 MARCH 2020**

**FINANCIAL REVIEW**

**Reserves policy**

The Trustees have agreed a level of reserves that is sufficient to manage end of contract closure and transition costs whilst also providing adequate funding to develop new income streams to help build the longer-term sustainability of the charity.

The Trustees aim to retain 5% of income within reserves annually and in addition every opportunity will be taken to increase reserves at the earliest possible time to a minimum of £20,000, approximately equivalent to two months' expenditure.



**REPORT OF THE TRUSTEES  
for the Year Ended 31 MARCH 2020**

**FUTURE PLANS**

Central Bedfordshire's population is 289,000, according to the 2019 mid-year estimate. This was published by the Office for National Statistics in June 2020.

The total population of Central Bedfordshire is set to increase by 22.6% between 2014 and 2031. In line with national trends the biggest rate of increase is expected in older people, with the greatest proportional growth projected for older people. While the actual number of older people will remain relatively small, the increased proportion will have implications for the provision of health and care services. In addition, there are sizeable health inequalities in the area. For example, men in the richest parts of Central Bedfordshire can expect to live more than seven years longer than their poorer peers.

The local authority and the Bedfordshire Clinical Commissioning Group are also required to make unprecedented financial savings, which places pressure on their budget to effectively deliver health and social care services that people want and need. Health and social care is going through a huge period of change and throughout 2020/21 we will continue to focus on improving the quality of services in Central Bedfordshire and influence the decision makers to ensure services are delivered that meet the needs of diverse communities.

From April 2020, the new Foundation Trust caring for a population of around 620,000 people in and around Bedfordshire will come into operation, following the merger of Bedford Hospital NHS Trust and the Luton and Dunstable University Hospital NHS Foundation Trust. Bedfordshire Hospitals NHS Foundation Trust is now responsible for managing services at both Bedford and Luton with each individual hospital retaining its name and heritage. During 2020/21 Healthwatch Central Bedfordshire will be engaging with patients of the new Foundation Trust to ensure that quality of services are maintained and improved as a result of the merger.

From 1 April 2021, Bedfordshire, Luton and Milton Keynes (BLMK) Clinical Commissioning Groups are planning to merge into one single NHS Clinical Commissioning Group (CCG). This will have an impact on how they operate as commissioners, (commissioning is the process by which health and care services are planned, purchased and monitored) and how they will work together in the future. Although the merger is nationally mandated some local authorities in the area are opposed to the merger and therefore Healthwatch Central Bedfordshire will be closely monitoring developments to ensure that the voice of local residents is heard and listened to when future services are commissioned and delivered.

Following the Lockdown announcement in March 2020 we have all had to adapt and change to a new way of working. However, the Coronavirus pandemic has also opened up new opportunities and possibilities, and encouraged people to connect in ways they would not otherwise have done.

Delivery of health and social care services will need to change as a result of the Coronavirus pandemic and our focus for the future will be to continue to gather valuable feedback from our local community about how they are accessing and receiving services in this new and constantly evolving landscape.

Healthwatch Central Bedfordshire staff and volunteers may not be able to engage with people in the way that we have done in the past so will be looking for new ways to hear people's views, to feed back to the decision makers, and to work with them to ensure that the consumer voice is used to inform a different type of service delivery and design.

Healthwatch Central Bedfordshire recognises its role and responsibility over the next 12 months to support and engage with the population of Central Bedfordshire and to empower people to take more control of their own health and care as well as the decisions that affect them. It is our job to work towards a better fit between people's aspirations and their current experience. Engaging to ensure a compassionate, patient centered approach across services will be a key role for HWCB, from using patient experiences to influencing transformation and remodelling, to more specific monitoring of current activities being delivered day to day.

Our top priorities for 2020/21 will include the following:

- **Homeless community** - continue to support the homeless community to access health and social care services, and to encourage feedback of their ongoing experiences.
- **Digitally Excluded** - develop a programme of work to gain feedback and intelligence from the digitally excluded in our local community relating to health and social care services, including support services, in their area.
- **Mental Health** - work with support groups across Central Bedfordshire to highlight their experiences of accessing mental health services, including the challenges and opportunities during Lockdown.

**REPORT OF THE TRUSTEES  
for the Year Ended 31 MARCH 2020**

- **GP Websites** - develop a survey to investigate the extent of current information and advice provided on GP websites across Central Bedfordshire and encourage regional colleagues to do the same.
- **Young Healthwatch** - increase our activity with young people in the community and develop projects and activities proposed by the young Healthwatch group.

Healthwatch Central Bedfordshire would like to thank all our Directors and Trustees for their continued support during 2019/20

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

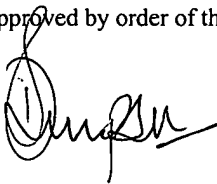
**Governing document**

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.

**Recruitment and appointment of new trustees**

The recruitment and appointment of new Trustees is considered by the existing Trustees to ensure that the board of Trustees has the appropriate skill sets to carry out its responsibilities.

Approved by order of the board of trustees on 6 November 2020 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'D P Simpson', written over a horizontal line.

Mr D P Simpson - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HEALTHWATCH CENTRAL BEDFORDSHIRE**

**Independent examiner's report to the trustees of Healthwatch Central Bedfordshire ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 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').

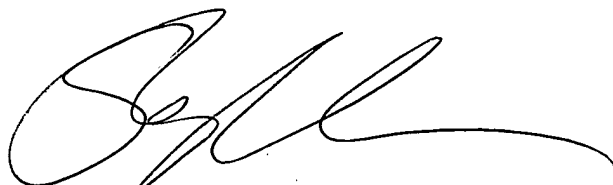
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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.



Mr Stephen Mason BSc ACA  
FKCA Limited  
260 - 270 Butterfield  
Great Marlings  
Luton  
Bedfordshire  
LU2 8DL

Date: ..... 05/11/2020

# HEALTHWATCH CENTRAL BEDFORDSHIRE

## STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31 MARCH 2020

	Notes	2020 Unrestricted fund £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
<b>Charitable activities</b>			
Charitable Activities		144,200	144,200
Other trading activities	2	11,907	16,977
<b>Total</b>		<u>156,107</u>	<u>161,177</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable Activities		161,083	167,742
<b>NET INCOME/(EXPENDITURE)</b>		<u>(4,976)</u>	<u>(6,565)</u>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		40,083	46,648
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>35,107</u></u>	<u><u>40,083</u></u>

The notes form part of these financial statements

BALANCE SHEET  
31 MARCH 2020

		2020 Unrestricted fund £	2019 Total funds £
	Notes		
<b>FIXED ASSETS</b>			
Tangible assets	6	1,114	1,993
<b>CURRENT ASSETS</b>			
Debtors	7	-	6,540
Cash at bank		37,788	43,137
		<u>37,788</u>	<u>49,677</u>
<b>CREDITORS</b>			
Amounts falling due within one year	8	(3,795)	(11,587)
<b>NET CURRENT ASSETS</b>		<u>33,993</u>	<u>38,090</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		35,107	40,083
<b>NET ASSETS</b>		<u>35,107</u>	<u>40,083</u>
<b>FUNDS</b>	9		
Unrestricted funds		35,107	40,083
<b>TOTAL FUNDS</b>		<u>35,107</u>	<u>40,083</u>

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

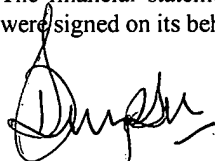
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

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 6 November 2020 and were signed on its behalf by:



Mr D P Simpson - Trustee

## HEALTHWATCH CENTRAL BEDFORDSHIRE

### NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 MARCH 2020

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements and assessment of going concern**

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.

The presentational and functional currency is GBP.

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

The Trustees have considered the affects of the Coronavirus pandemic (Covid-19) as mentioned in the Trustees report, they believe there are no material uncertainties about the Charity's ability to continue as a going concern.

##### **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.

The following policies are applied to particular categories of income:

Income received by way of grants and donations is included in full in the Statement of Financial Activities when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Incoming resources from charitable trading activity are accounted for when earned.

##### **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**

Tangible fixed assets held for the company's own use are stated at cost less accumulated depreciation and accumulated impairment losses.

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

Computer equipment - 2 years straight line

##### **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.

# HEALTHWATCH CENTRAL BEDFORDSHIRE

## NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 MARCH 2020

### 1. ACCOUNTING POLICIES - continued

#### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### Donated services

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised in the financial statements.

### 2. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Event income	<u>11,907</u>	<u>16,977</u>

### 3. NET INCOME/(EXPENDITURE)

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

	2020	2019
	£	£
Depreciation - owned assets	2,058	1,623
Independent examiners fee	736	600
Independent examiners fee for non-assurance services	<u>650</u>	<u>613</u>

### 4. TRUSTEES' REMUNERATION AND BENEFITS

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

#### Trustees' expenses

There were two trustees' travel expenses paid totalling £1,610 for the year ended 31 March 2020 (2019 : £2,123). Three trustees' received travel expenses for the year ended 31 March 2019.

### 5. KEY MANAGEMENT PERSONNEL

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

	2020	2019
Senior Management	1	1
Support Staff	5	4
	<u>6</u>	<u>5</u>

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

Total employee benefits paid to key management personnel for the year was £46,140 (2019: £45,707).

# HEALTHWATCH CENTRAL BEDFORDSHIRE

## NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 MARCH 2020

### 6. TANGIBLE FIXED ASSETS

	Computer equipment £
<b>COST</b>	
At 1 April 2019	3,669
Additions	1,179
	<u>4,848</u>
At 31 March 2020	
<b>DEPRECIATION</b>	
At 1 April 2019	1,676
Charge for year	2,058
	<u>3,734</u>
At 31 March 2020	
<b>NET BOOK VALUE</b>	
At 31 March 2020	<u>1,114</u>
At 31 March 2019	<u>1,993</u>

### 7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade debtors	-	6,300
Prepayments and accrued income	-	240
	<u>-</u>	<u>6,540</u>

### 8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	2,495	2,175
Accruals and deferred income	1,300	9,412
	<u>3,795</u>	<u>11,587</u>

### 9. MOVEMENT IN FUNDS

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
General fund	40,083	(4,976)	35,107
	<u>40,083</u>	<u>(4,976)</u>	<u>35,107</u>
<b>TOTAL FUNDS</b>			
	<u>40,083</u>	<u>(4,976)</u>	<u>35,107</u>



# HEALTHWATCH CENTRAL BEDFORDSHIRE

## NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 MARCH 2020

### 9. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	156,107	(161,083)	(4,976)
<b>TOTAL FUNDS</b>	<u>156,107</u>	<u>(161,083)</u>	<u>(4,976)</u>

### Comparatives for movement in funds

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
<b>Unrestricted funds</b>			
General fund	46,648	(6,565)	40,083
<b>TOTAL FUNDS</b>	<u>46,648</u>	<u>(6,565)</u>	<u>40,083</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	161,177	(167,742)	(6,565)
<b>TOTAL FUNDS</b>	<u>161,177</u>	<u>(167,742)</u>	<u>(6,565)</u>

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

	At 1.4.18 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
General fund	46,648	(11,541)	35,107
<b>TOTAL FUNDS</b>	<u>46,648</u>	<u>(11,541)</u>	<u>35,107</u>

# HEALTHWATCH CENTRAL BEDFORDSHIRE

## NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 MARCH 2020

### 9. 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 £
<b>Unrestricted funds</b>			
General fund	317,284	(328,825)	(11,541)
<b>TOTAL FUNDS</b>	<u>317,284</u>	<u>(328,825)</u>	<u>(11,541)</u>

### 10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020 nor for the year ended 31 March 2019.