

Hillingdon Brain Tumour & Brain Injury Group
(Registered charity, number 1164538)
Financial statements
for the year ended 30 November 2021

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**Hillingdon Brain Tumour & Brain Injury Group
Trustees' annual report
for the year ended 30 November 2021**

Full name Hillingdon Brain Tumour & Brain Injury Group

Organisation type Charitable incorporated organisation

Registered charity number 1164538

Principal address

394 Long Lane
Hillingdon
Uxbridge
UB10 9PG

Trustees

Emmanuel Daudu (from 23/09/2021), Chair
Mary O'Connor
Michael Simons
Abhay Shah
Mairead Jennings (from 01/01/2021)
Malcolm Underhill (until 01/09/2021)

Independent examiner

John O'Brien, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

Governance and management

The charity is operated under the rules of its constitution adopted 01/10/2010.

We recruit and appoint new trustees by selecting from people of good standing, having appropriate skill sets, and often known to the charity, who are interviewed by the Development Manager and trustees, and successful applicants then elected as trustees by the Board of Trustees. Trustee vacancies are advertised through H4All (a local health and care Charitable Incorporated Organisation) as well as the HBTIG website and Facebook pages and its Twitter feed.

Objectives and activities

The objects of the CIO are: the advancement of health, the prevention or relief of sickness, disease or human suffering, as well as the promotion of health. To assist in the treatment and care of persons suffering from brain disorders of any description, particularly but not exclusively brain tumours or brain injury, or in need of rehabilitation as a result of such illness. (a) to promote and protect the physical and mental health of sufferers of such brain disorders in greater London, particularly but not exclusively the London boroughs of Hillingdon and surrounding London boroughs through the provision of financial assistance, support, education and practical advice. (b) to advance the education of the general public in all areas relating to such brain disorders.

Hillingdon Brain Tumour & Brain Injury Group

Summary of the main activities undertaken for the public benefit

The charity provides bespoke wrap-around support designed to meet the particular needs of clients and their families. This includes advice, guidance and counselling on brain tumour/injury issues which clients and their families face, in a group or as one on one sessions; activities including golf and support group sessions for sharing experiences and issues; funding MRI scans and consultations with medical practitioners when these are not forthcoming through the NHS. We also run a charity shop to raise funds for the charity. Clients can help in the shop, which also serves as premises for the charity in which clients can meet each other and charity staff and volunteers.

Public benefit statement

Clients and their families/loved ones are helped through what can be a traumatic and distressing time, and where appropriate can be given advice on how and where to seek treatment if not already receiving treatment. By helping clients and families to cope, the chances of mental despair and depression, of divorce, of knock-on adverse effects on children, and possibly even suicide, are reduced. The support aims to give a purpose for living. Return to work plans are prepared in consultation with doctors and employers. As well as bringing these benefits to the individuals concerned, these initiatives significantly reduce demand on public medical, mental and social care resources which might otherwise be required.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main achievements during the period

The main focus of the HBTIG charity's work is supporting people afflicted by brain tumours and brain injuries, support which is not provided by the NHS or the state. This includes providing independent guidance and advice for people who have been diagnosed with, or who are suspected of having, a brain tumour or injury, and sometimes providing funding for MRI scans when these have not been forthcoming from the NHS. Both the tumours themselves, and the surgical interventions required to mitigate the effects of a tumour, can have severe and life-changing consequences for both the patient and for family and those close to the patient. The charity provides ongoing support, as illustrated below, for victims and family, who will be referred to as clients in this report (although there is no charge for the charity's services).

Hillingdon Brain Tumour & Brain Injury Group

In the last 12 months the charity has supported 130 clients throughout the Covid pandemic. It has adapted to the challenges of the Covid-19 pandemic in the following ways.

- With the help of 10 volunteers, giving practical help to approximately 50 clients who were confined to their homes because of shielding, many of whom had no family or friends nearby to help. The charity helped them order food and essentials online when they had no access to, or ability to use, a computer or smartphone, and also delivered essentials to their homes.
- The weekly support group meetings, mainly on Zoom and involving around 25 clients, held conversations and discussions around fear of catching Covid and understanding Covid regulations and restrictions. Wellbeing tasks were set each week, which included things like, taking photographic pictures, to reading a favourite book, or even cooking a set dinner. This helped enable clients - many of whom live on their own – to combat isolation, frustration and boredom whilst shielding.
- The charity's shop (which sells donated items) was closed during periods of lockdown, cutting off a significant income stream. A local authority Covid support grant was applied for and granted to offset this loss. As soon as regulations and the charity's assessment of safety allowed, the shop was reopened and is again doing good business. The coffee shop, located at the front of the shop premises, provided a place where clients could meet.

The charity's usual services continued, although often remotely online:

- One on one support for high-need clients: Specialist individual work programme for each client – working with neurological physiologist reports. Topics include:
 - Enabling the client in having 'a purpose in life'
 - Combating anxiety and depression
 - Teaching and equipping clients with the skills to return to work
 - Working with a positive approach
 - Life skills coaching
 - Establishing boundaries in the home and work place
 - Dealing with PIP
 - Learning how to communicate and plan ahead
- Accessing the charity's Thursday drop-in support programme. Also teaching and making them aware of their vulnerability and boundaries, and reducing risk of suicide. (Some 25 clients attend).
- Monthly support groups - meeting in two separate groups on Zoom. This improved mental wellbeing, improved memory skills, improved self-care, increased awareness of nutrition and natural remedies, increased self-esteem, reduced isolation, helped forge new friendships, increased openness, improved listening skills, increased empathy for others, increased perspective and gratitude and provided respite from caring duties. (62 clients).
- Individual counselling – to help clients and families to accept and cope with mental and personality changes which can occur after surgery. (17 clients have had varying degrees of counselling).

Hillingdon Brain Tumour & Brain Injury Group

Financial Review

Over the reporting period (1st Dec 2020 to 30th Nov 2021) income was £163,909 and outgoing were £122,228, giving a net surplus for the period of £41,681.

The income in the reporting period included £64,135 in one-off grants, i.e. London Borough of Hillingdon (LBH) Covid Support (£14,135) and a grant from the Mayor of Hillingdon's Charities Fund (£50,000). Looking ahead, the charity's income for 2022 could then be of the order of £64,000 lower than it was in 2021 unless additional funding is secured.

Looking ahead at outgoing for 2022 it is likely that demand will increase, as further clients come forward and restrictions on activities due to Covid will probably be less than they were in 2021. The current positive balance of funds (£99,493) may well be drawn upon in 2022.

Risks

The main issue is whether the income stream, which substantially comes from grants, can keep up with the growing demand for services, while covering fixed costs, including premises rental of £1,400 pcm, and staff costs.

The charity's policy on reserves

Since, apart from shop income, the charity's income consists of grants and donations none of which are guaranteed, and may vary from year to year, and against the background of a growing client base, our policy is to maintain reserves where possible against future need, with a minimum target of three months outgoing expenses. There is no upper limit set because it is unlikely that reserves will substantially exceed future need. The charity is relatively new and growing, as shown in its financial history from 2016 at <https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5067024/financial-history>

Signed on behalf of the charity's trustees:

Signed 
Emmanuel Daudu, Trustee

Date 21/02/2022

**Independent examiner's report to the trustees of
Hillingdon Brain Tumour & Brain Injury Group
for the year ended 30 November 2021**

I report to the trustees on my examination of the accounts of Hillingdon Brain Tumour & Brain Injury Group (the charity) for the year ended 30 November 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

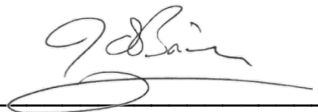
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed  Date 02/03/2022
John O'Brien MSc, FCCA, FCIE
Employee of Community Accounting Plus

2020
Restated

Total
Funds
£

	Unrestricted Funds	Restricted Funds	Total Funds
Note	£	£	£

Fundraising		2830	-	2830
Grants and Donations	2	73172	63875	137047
Sales/Fees		1259	-	1259
Shop sales		22773	-	22773
Total receipts		100034	63875	163909

1991	Accountancy	2115	350	2465
2237	Advertising/Promotional	1040	310	1350
81	Bank charges	144	-	144
1551	Cleaning	72	-	72
10757	Clients support	2644	92	2736
4957	Computer and Software Costs	1335	696	2031
-	Consultations & MRI scans	2780	-	2780
4759	Cost of Sales	5382	-	5382
1368	Electricity	-	1872	1872
-	Group meetings	1328	-	1328
517	Insurances	566	-	566
20389	Office/General Administrative Expenses	15412	-	15412
1593	Other Professional Services	672	-	672
19511	Payroll Expenses	19272	38786	58058
537	Phone Costs	285	232	517
13078	Printing, Postage and Stationery	96	-	96
18000	Rent	1500	13500	15000
689	Repairs and Maintenance	1489	298	1787
9955	Therapy	5243	4480	9723
109	Water Rates	228	-	228
4344	Sundry expenditure	9	-	9
116423	Total payments	61612	60616	122228

16533	Net receipts/(payments)	38422	3259	41681
41279	Cash funds at start of this period	19720	38092	57812
-	Transfers between funds	16871	(16871)	-
<u>57812</u>	Cash funds at end of this period	75013	24480	99493

Hillingdon Brain Tumour & Brain Injury Group
Statement of assets and liabilities
at 30 November 2021

2020			2021
£		Note	£
<u>57812</u>	Cash assets		
<u>57812</u>	Bank accounts		<u>99493</u>
			<u>99493</u>
	Other monetary assets		
-	Debtors	4	14750
<u>-</u>	Prepayment - insurance		<u>82</u>
<u>-</u>			<u>14832</u>
	Assets retained for the charity's own use		
	Portacabin purchased 2021 for £6,050		
	Liabilities		
<u>(4004)</u>	Creditors	5	<u>(1931)</u>
<u>(4004)</u>			<u>(1931)</u>

These financial statements are accepted on behalf of the charity by:

Signed

Michael Simons, Trustee

Michael Simons

Dated 24th February 2022

Hillingdon Brain Tumour & Brain Injury Group
Notes to the accounts
for the year ended 30 November 2021

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

2. Grants & donations

	Unrestricted £	Restricted £	Total £
London Borough Hillingdon	-	44135	44135
Big Lottery	-	14570	14570
Sport England	-	5170	5170
Mayors Grant	50000	-	50000
GE Grant	4000	-	4000
Co-Op	2547	-	2547
H4ALL C.I.C	2000	-	2000
Charities Trust	1000	-	1000
Tesco	1000	-	1000
Sundry Grants & Donations	12625	-	12625
	73172	63875	137047

3. Funds analysis

	Opening balance (Restated) £	Receipts (Payments) £		Transfers £	Closing balance £
Restricted funds					
COVID Support	8756	14135	(14122)	-	8769
Big Lottery - Salary and Core	10865	14570	(27528)	-	(2093)
LBH - Staff costs	-	30000	(18966)	-	11034
Bowling	-	5170	-	1600	6770
Misc Restricted	18471	-	-	(18471)	-
	38092	63875	(60616)	(16871)	24480
Unrestricted funds					
General	19720	100034	(61612)	16871	75013
	19720	100034	(61612)	16871	75013

Hillingdon Brain Tumour & Brain Injury Group

COVID Support - to help cover the shortfall of income and extra costs arising from the Covid-19 pandemic.

Big Lottery – Salary and Core - this is granted to cover the cost of some staff, and utilities.

LBH – Staff costs - this is granted to cover the salaries of support workers and the costs of counselling.

Bowling - to purchase equipment for Indoor Bowls.

Misc Restricted – this fund represents the opening balance of the restricted funds from the previous years accounts that had no further detail.

The transfer from the Misc Restricted fund to the General fund represents the balance of the funds incorrectly identified as restricted in the previous year's accounts.

The transfer from the General fund to the Bowling fund represents matched funding that was a condition of the Sport England grant.

The negative balance on the Big Lottery – Salary and Core fund is due to further funding related to the period being received in the next financial year. This is detailed as a Debtor (note 4).

4. Debtors

	£
Big Lottery funding	14570
	<u>14570</u>

5. Creditors

	£
Independent Examination fee	1080
HMRC	694
Pensions	157
	<u>1931</u>

6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

7. Previous period comparison

The previous period's figures have been restated to adjust for the change from accruals to receipts and payments accounting.

Hillingdon Brain Tumour & Brain Injury Group

8. Glossary of terms

Creditors: These are amounts owed by the charity, but not paid during the accounting period.

Debtors: These are amounts owed to the charity, but not received in the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.

Restricted funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.