



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/04/2021 Period start date To 31/03/2022 Period end date

Charity name: **Brainbook**

Charity registration number: **1181711**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Brainbook aims to promote high quality neurosurgical resources for patients, healthcare professionals and medical students that are easily accessible on social media and the web. These resources are to help alleviate patient anxiety about neurosurgical disease and operations, as well as provide educational content for students.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Brainbook's output on YouTube of videos created for patient information and also for student information has increased during this tax year. We have also opened an online shop in order to help raise funds for the charity. Educational courses were created for students and junior doctors aimed at promoting neurosurgical education.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have confirmed that they have read the guidance and act accordingly.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>It has been a tricky year for the charity given the resurgence of COVID. However, we were able to run some educational neurosurgical courses for young neurosurgery trainees and doctors interested in it.</p> <p>We have also created more Youtube videos for the benefit of patients and relatives to understand neurosurgery and neurosurgical conditions. One video in particular was met with great praise from the patient community and has had roughly 70000 views to date.</p> <p>The charity has expanded their network to as many universities as possible, and we created bite size, easy to understand quizlets for the medical students.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£26756.2 in unrestricted funds
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves of £1000 shall be held for the purpose of maintaining core costs of the Brainbook website, video editor and shop which are the main regular expenditure.
Amount of reserves held	Para 1.22	£1000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	No deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Nil

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Monetary grants from medical subspecialty committees. YouTube Donations Courses
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO – Foundation Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Nomination of new trustee can be made by any existing trustee, following which a meeting will be held to discuss the nomination. If agreement is unanimous the nominated trustee will be contacted to assess interest, following which an interview will be performed to determine suitability for role.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The trustees oversee the overall handling of the charity as well as give final say/approval over projects. Sub-committees exist with relevant committee leads, which are as follows:</p> <ul style="list-style-type: none"> • Creative/Social Media department: Responsible for creation of graphics, images and posts for upload to YouTube/Instagram/Twitter/Website • Editorial: Responsible for creation of scripts for videos and assisting Creative department for content creation • Ambassador: Responsible for overseeing the “Brainbook Ambassadors”, who are medical student representatives of different universities that help promote the charity and share information about the latest neurosurgical research and progresses • Education: Responsible for creation of educational resources for students, including the Case Based Discussions that have been published on Twitter • Research: Responsible for conducting research for peer-reviewed journals on topics in line with our charitable objectives. • Sponsorship: This team will work

		<p>closely with the treasurer to help research, design and write fundraising/grant applications</p> <ul style="list-style-type: none"> • Newsletter: Responsible for creating and distributing the monthly Newsletter • Conference: This team will work with the sponsorship and creative team to arrange a national conference aimed at medical students, specifically about neurosurgical education
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Brainbook
Other name the charity uses	
Registered charity number	1181711
Charity's principal address	Brainbook 86 - 90 Paul Street London EC2A 4NE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Christopher Uff		2019 – Present	
2	Alex Alamri		2019 – Present	
3	Hira Rana		2019 - 2020	
4	Priya Rogers		2019 - 2020	
5	Gwenllian Evans		2020 – Present	
6	Duranka Perera		2020 – Present	
7	Nicola Newall		2020 – Present	
8	Brandon Smith		2020 - 2021	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information


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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Gwenllian Ying-Huey Rees Evans	
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Position (eg Secretary,
Chair, etc)

Treasurer	
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Date

31/01/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Brainbook

No (if any)
1181711

Receipts and payments accounts

CC16a

For the period
from

Period start date
4/1/2021


To

Period end date
3/31/2022

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations		19,965	-	19,965	-
Youtube income	6,133	-	-	6,133	-
Shop income	136	-	-	136	-
Course income	1,025	-	-	1,025	-
Sponsorship/Grants		1,200	-	1,200	-
Refunds	1,277	-	-	1,277	-
Bill authorisation	397	-	-	397	-
	-	-	-	-	-
Sub total (Gross income for AR)	8,968	21,165	-	30,133	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	8,968	21,165	-	30,133	-
A3 Payments					
Artist commission		3,529	-	3,529	-
Editing software	283			283	
OneDrive	24			24	-
Shop fees	96		-	96	-
Skills courses	229		-	229	-
Video resources	69		-	69	-
Virtual office	300		-	300	-
Website	722			722	
YouTube/Instagram Scheduler	175			175	
Account hold PayPal	397		-	397	-
Course costs	3,341			3,341	
Customs + postage fee	645			645	
HMRC fee	200			200	
JustGiving subscription	198			198	
Photography equipment	297			297	
Exchange + PayPal fees	15			15	
Zoom account	144			144	
Bank transfer	1,000			1,000	
Course refunds	600		-	600	-
Sub total	8,735	3,529	-	12,264	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	8,735	3,529	-	12,264	-
Net of receipts/(payments)	233	17,636	-	17,869	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	233	17,636	-	17,869	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Turnover	233	17,636	-
	Reserves	-	-	-
		-	-	-
	Total cash funds	233	17,636	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Camera equipment	Unrestricted	-	-
	Lighting equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Gwenllian Evans	1/30/2023



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Brainbook

On accounts for the year
ended

31/03/2022

Charity no
(if any)

1181711

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022

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

I report in respect of my examination of the Trust'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 material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed: Nick Simmons

Date: 02/05/2023

Name: Nick Simmons

Relevant professional
qualification(s) or body
(if any):

Address: Flat 22 A, Top Floor, Adamson Road
London
NW3 3HR

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.