

**COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP  
(Operating as CLASH 2012)**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 OCTOBER 2016**

**Charity No: 1151899**

## COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP

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## COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP

### LEGAL AND ADMINISTRATIVE INFORMATION

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#### Trustees

Christine Thomas  
Conrad Wilson McEwan  
Margaret Green  
Douglas Moore  
Zakera Kali  
Azrin Alimahomed  
Pauline Townsend  
Terry Sutton (Appointed 1st September 2015)  
Nawazali Shaikh  
Sonal Godhania  
Pravin Chotal (Resigned 1st September 2015)

#### Principal Office

Dock 218  
75 Exploration Drive  
Pioneer Park  
Leicester  
LE4 5NU

#### Charity number

1151899

#### Independent Examiner

Mark Newey ACMA  
Derby Community Accountancy Service  
Babington Lodge  
128 Green Lane  
Derby  
DE1 1RY

#### Bankers

National Westminster Bank Plc  
Leicester Granby Street Branch  
7 Granby Street  
Leicester

## **COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 31 OCTOBER 2016**

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The Trustees present their report together with the financial statements of the charity for the year ended 31 October 2016.

#### **Objectives and activities**

The charity's objective is to relieve the needs of those suffering from Arthritis and related Musculoskeletal (MSK) disorders. Our mission is to innovate to alleviate MSK pain.

#### **Summary of the main activities undertaken for the public benefit in relation to these objects**

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustees meetings and ensure that this is the driving force behind our activities. We believe our primary focus of improving the quality of life for people with arthritis and other musculoskeletal conditions to be within the Charity Commission's definition of what constitutes public benefit. The charity is open to all sections of the population irrespective of faith, ethnicity or gender.

#### **Achievements and performance**

Individuals living with long term chronic musculoskeletal conditions including arthritis experience a number of physical and mental health issues including:

- Chronic pain
- Reduced mobility
- Isolation
- Depression

These conditions affect individuals of all ages not just the elderly.

In order to address these issues and fulfill its mission CLASH 2012 provided the following services and support:

1. Current health & well-being services including weekly hydrotherapy at Leicester General Hospital.
2. Yoga at Peepul Enterprise
3. Weekly drop in service for newly diagnosed patients.
4. CLASH 2012 is a UK Online Centre & provides e-learning sessions to support members to use email and surf the Internet both at home and in the community.
5. Monthly meetings with health professional speakers at Dock
6. A welfare project worker supports individuals & Community Transport is provided as needed.
7. A Children, Young People and Families group offers social activities and sport i.e. soccer skills training, and a Table Tennis Club.
8. Innovation and research (in partnership with De Montfort University) into the application of technology to help alleviate MSK pain.

## **COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP**

### **TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 OCTOBER 2016**

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#### **Financial review**

#### **Reserves policy**

As a newly formed charity CLASH 2012 has not yet built up reserves. The trustees review the Reserves Policy on an ongoing basis, but in the interim aim to retain a cash balance of no less than £3,000

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

##### **Governing Document**

Community Leicester Arthritis Self Help (CLASH 2012) is a registered charity, number 1151899 governed by a constitution dated 12 November 2012 and amended on 22 April 2013.

##### **Trustee selection methods**

New trustees are appointed by the existing trustees based on their experience and the skills requirement of the Board.

The trustees who have served during the year are set out on page 3.

##### **Risk management policy**

The trustees examine the major risks that the charity faces each financial year when preparing and updating the strategic plan. The charity has developed systems to monitor and control these risks to mitigate any impact that they may have on the charity in the future.

Approved by the trustees and signed on their behalf by:

**C Thomas**

Trustee

Date

## **COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP FOR THE YEAR ENDED 31 OCTOBER 2016**

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#### **Independent examiner's report to the trustees of Community Arthritis Self Help**

I report on the accounts of Community Leicestershire Arthritis Self Help for the year ended 31 October 2016, which are set out on pages 7 to 14.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (The Act), and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- To state whether particular matters have come to my attention.

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention,

- i) Which gives me reasonable cause to believe that in any material respect, the requirements;
- To keep accounting records in accordance with section 130 of the Act; and
  - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act 2011; have not been met; or
- ii) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mark Newey ACMA  
Derby Community Accountancy Service  
Babington Lodge  
128 Green Lane  
Derby DE1 1RY

**COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 OCTOBER 2016**

		2016			2015
Notes		Restricted £	Unrestricted £	Total £	Total £
<b>Incoming Resources</b>					
Voluntary income	2	26,043	13,475	39,518	53,974
Activities for generating funds	3	-	2,080	2,080	2,282
Income from charitable activities - Subscriptions		-	5,390	5,390	5,093
		26,043	20,945	46,988	61,349
<b>Resources expended</b>					
Charitable expenditure	4	22,342	20,825	43,167	67,139
Governance costs - Independent examination		-	-	-	690
		22,342	20,825	43,167	67,829
<b>Net incoming/(outgoing) resources</b>		3,701	120	3,821	(6,480)
Funds at the start of the year	8	2,357	5,630	7,987	14,466
<b>Total funds at the year end</b>		6,058	5,750	11,808	7,986

# COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP

## BALANCE SHEET AS AT 31 OCTOBER 2016

	Notes	2016 £	2015 £
Fixtures, Fittings and Office Equipment		638	957
<b>Current Assets</b>			
Cash at bank and in hand		13,807	12,574
Prepayments		2,793	1,391
		<u>17,238</u>	<u>14,922</u>
<b>Creditors: amounts falling due within one year</b>	6	<u>(5,430)</u>	<u>(6,936)</u>
<b>Net Assets</b>		<u>11,808</u>	<u>7,986</u>
<b>Unrestricted funds</b>	8	5,750	5,630
<b>Restricted funds</b>	8	6,058	2,356
<b>Total funds</b>		<u>11,808</u>	<u>7,986</u>

The financial statements are approved by members of the committee on the and signed on their behalf by:

**C Thomas**  
Trustee

**Terry Sutton**  
Trustee



## COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP

### NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2016

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The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a. **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14, the Financial Reporting Standard for Smaller Entities (effective January 2015). Assets and Liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b. **Income recognition policies**

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- The performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably

For legacies, entitlement is taken as earlier of:

- The date on which the charity is aware that probate has been granted;
- The estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made; or
- When distribution is received from the estate;

Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance or provision of other specified services are deferred until the criteria for income recognition are met.

## COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP

### NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2016

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c. **Donated services and facilities**

Donated services or facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

d. **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

e. **Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects undertaken by the charity.

f. **Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably, Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the cost undertaken to further the purposes of the charity and their associated costs.
- Other expenditure represents those items not falling into other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

g. **Tangible fixed assets**

Individual fixed assets are capitalised at cost and depreciated over their estimated useful economic lives on a straight line basis as follows:-

<b>Asset category</b>	<b>Annual rate</b>
Equipment	25%

## COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP

### NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2016

#### 1. Accounting policies continued

##### h. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

##### i. Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### j. Creditors provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### k. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### 2. Voluntary income

	2016 £	2015 £
Donations	13,475	13,187
Grants	26,043	40,787
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	39,518	53,974
	<hr/>	<hr/>
Grants received comprise:		
Medilink/Pfizer joint	-	9,218
Shires Community Solutions	-	9,048
Edith Murphy	-	7,540
De Montfort University	4,121	6,068
Leicestershire, Leicester and Rutland Community Foundation	1,100	3,413
Trumark Charity	-	3,000
Next	-	2,500
Sport Relief	1,000	-
Hospital Saturday Fund	2,000	-
Charnwood Borough Council	2,000	-
Other grants individually under £1,000	3,500	-
Table Tennis England	1,000	-
Big Lottery Grant	9,922	-
The Xerox (UK) Trust	1,400	-
	<hr/>	<hr/>
	26,043	40,787
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**COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2016**

	£	£
Fundraising	2,080	2282
Other	-	-
	<u>2,080</u>	<u>2,282</u>

<b>4. Charitable expenditure</b>	<b>2016 £</b>	<b>2015 £</b>
Project expenses	19,724	43,243
Office expenses	16,516	14,665
Project worker training	-	-
Telephone and postage	2,243	2,640
Promotional work and materials	4,484	6,391
Donations and gifts	-	-
Subscriptions	200	200
	<u>43,167</u>	<u>67,139</u>

**5. Employees emoluments and related party transactions**

The charity employed 7 people during the period with a total wages bill for the year of £3,258, including £4 employers NIC. No wages payments were made to any trustee's during the period. No contributions to employee pension schemes, or redundancy payments were made by the charity during the period.

Four trustees were reimbursed travel and subsistence expenses amounting to £994.

One trustee was reimbursed childcare expenses amounting to £180.

One trustee was reimbursed telephone expenses amounting to £897.

The following trustees or businesses received payment in their professional capacity;

Conrad McEwan - £2,975 - Artwork, E-Learning and DVD production

	£	£	
Accrued expenses	1,314	2,465	
Payroll liabilities	30	22	
	<u>1,344</u>	<u>2,487</u>	
<b>7. Analysis of Net Assets between Funds</b>	<b>Restricted £</b>	<b>Unrestricted £</b>	<b>Total £</b>
Current Assets	9,069	8,169	17,238
Current Liabilities	(3,011)	(2,419)	(5,430)
	<u>6,058</u>	<u>5,750</u>	<u>11,808</u>

## COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP

### NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2016

8.	Movement in Funds	At 31 October 2015	Incoming Resources	Outgoing Resources	At 31 October 2016
	<b>Restricted funds:</b>				
	Big Lottery	-	9,922	6,834	3,088
	Exercise classes	174	-	174	-
	C, YP & F	202	1,100	222	1,080
	Daphne Plunkett	-	300	300	-
	DB Simpson	-	500	500	-
	Hydrotherapy (LLRCF)	1,331	-	1,331	-
	De Montfort University	-	4,121	4,121	-
	Table Tennis England	-	1,000	78	922
	Florence Turner Trust	-	500	500	-
	Hospital Saturday Fund	-	2,000	1,032	968
	Staying Healthy (CBC)	-	2,000	2,000	-
	Loughborough University	-	500	500	-
	Leicester Indigent Old Age	-	500	500	-
	Persimmon Homes	-	800	800	-
	Wolvey Woofers	-	400	400	-
	The Xerox Trust	-	1,400	1,400	-
	Sports Relief	-	1,000	1,000	-
	Yoga	649	-	649	-
		2,356	26,043	22,341	6,058
	<b>Unrestricted funds</b>	5,630	20,945	20,825	5,750
	<b>Total funds</b>	7,986	46,988	43,166	11,808

#### Details of restricted funds

Big Lottery	To fund the marketing costs of a 1 year project to set up the Dock MSK Health Promotion Hub, in partnership with Get Healthy Leicester. The Fund is also to purchase a M8 Health Monitor.
Exercise classes (A4A)	To provide exercise classes for individuals with MSK conditions with restricted mobility, and monitor it's impact using technological devices.
C, YP & F	To provide support to children and young people affected by arthritis, and their families in the form of social activities and parent groups. To include an annual fully funded trip to Legoland and to set up Table Tennis Club.
Daphne Plunkett	To fund the office running costs.
D B Simpson	To provide hydrotherapy exercise for individuals with MSK conditions with reduced mobility.
Hydrotherapy	To provide hydrotherapy exercise for individuals with MSK conditions with reduced mobility.
De Montfort University	To fund innovative MSK research projects.

## COMMUNITY LEICESTERSHIRE ARTHRITIS SELF HELP

### NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2015

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Table Tennis England	To set up the CLASH Table Tennis Club, in partnership with Peepul Enterprise. Also to fund the coach costs and the purchase of a table tennis table.
Florence Turner Trust	To provide hydrotherapy exercise for individuals with MSK conditions with reduced mobility.
Hospital Saturday Fund	To provide hydrotherapy exercise for individuals with MSK conditions with reduced mobility.
Staying Healthy Community Grant (CBC)	To maintain social activities for individuals with MSK conditions in the Charnwood area.
Loughborough University	This PPI HEI Innovation Challenge Award was to produce 2 videos on local community projects: a children's Animation project and an Adult exercise class.
Leicester Indigent Old Age	To provide hydrotherapy exercise for individuals with MSK conditions with reduced mobility.
Persimmon Homes	To fund social activities for children and families with MSK conditions in the Charnwood area - specifically a trip to Legoland.
Wolvey Woofers	To fund social activities for children and families with MSK conditions in the Charnwood area - specifically a trip to Legoland.
The Xerox Trust	To purchase a SMART Board to assist with the Charity's digital development and for use in iPad training sessions.
Sports Relief	To provide hydrotherapy and yoga exercise for individuals with MSK conditions with reduced mobility.
Yoga	To provide yoga exercise classes to individuals with MSK conditions.