

Company No: 02691690

Reg. Charity No: 1010183

BOBATH CHILDREN'S THERAPY CENTRE WALES

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

BOBATH CHILDREN'S THERAPY CENTRE WALES

INFORMATION

DIRECTORS

J.F. Holmes
P.H. Lubas
I.D. Coombes

COMPANY SECRETARY

P. H. Lubas

TRUSTEES

J. Frank Holmes BSc FCA (Chairman)
Paul H. Lubas (Secretary)
Steve Jones (Vice Chair)
Christine Barber MSc MCSP
Marie Wood
Dr Cathy White
Caroline Cooksley
Ieuan Coombes
Martin Gush

REGISTERED OFFICE

19 Park Road
Whitchurch
Cardiff
CF14 7BP

AUDITORS

Clifton House Partnership
Clifton House
Four Elms Road
Cardiff
CF24 1LE

BANKERS

Barclays Bank PLC
St Davids Way
Working Street
Cardiff
CF10 2DP

Lloyds Bank PLC
1 Windsor Road
Penarth
Vale Of Glamorgan
CF64 1YR

BOBATH CHILDREN'S THERAPY CENTRE WALES

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BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST MARCH 2018

The directors and trustees have pleasure in presenting their annual report and financial statements for the year ended 31st March 2018.

Structure, Governance and Management

The Charity's name is Bobath Children's Therapy Centre Wales (formerly Bobath Cymru). The Charity is governed by its Memorandum and Articles of Association. It was incorporated as a company limited by guarantee (company number 2691690) in 1992 and became a registered Charity (number 1010183) in the same year.

The Directors of the limited company who served during 2017-18 were:

Paul Lubas
J. Frank Holmes
Ieuan Coombes

None of the directors have any beneficial interest in the company and guarantee to contribute £2 each in the event of the company being wound up.

The governing body of the Charity is its Board of Trustees. The Trustees who served during the year were:

J. Frank Holmes BSc FCA (Chairman)
Paul H. Lubas (Secretary)
Steve Jones (Vice Chair)
Christine Barber MSc MCSP
Alison Ivin (until November 2017)
Dr Cathy White
Ieuan Coombes
Martin Gush
Caroline Cooksley (appointed 9 May 2017)
Marie Wood (appointed 22 September 2017)

Under the terms of the governing document, all Trustees retire at each AGM and are eligible for re-election.

Recruitment of Trustees is carried out by recommendation and introduction; appointment of Trustees is by majority vote of the Board of Trustees. Induction procedures for Trustees include familiarisation with the Charity's policies & procedures, provision of previous annual reports and Minutes of meetings, a Trustee Handbook, and introduction to staff and volunteers.

The Board of Trustees continues to set sub-committee meetings, dealing with Fundraising, Therapy, and Finance & General Purposes. A Remuneration sub-committee meets once a year before the budget is agreed. The sub committees meet approximately every three months, in advance of the main Board meetings.

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2018

Day-to-day management of the Charity is the responsibility of the Management Team, consisting of the Centre Director, the Head of Income Generation, the Head of Operations, and the Therapy Manager. The management team reports monthly to the Board of Trustees, which meets approximately every 3 months.

Risk

The Trustees actively review the principal risks which in their opinion could affect the Charity, and consider that the Charity's policies, including its reserves policy, and reporting arrangements with regard to all major strategic, financial and operational areas, will effectively mitigate these risks. A Risk Register is maintained which outlines the potential risks to the charity and specifies control measures and crisis management procedures. This document is under constant review.

Financial Review

Policy on Reserves

The Trustees consider that in line with Charity Commission guidance, maintaining a minimum free reserves level of £250,000 is appropriate, referred to in the accounts as the contingency fund. This equates to approximately 2 months' running costs. Reserves are reviewed on a regular basis and the Trustees further consider that an optimum level of retained free reserves of £500,000 is a reasonable target.

Reserves at 31 March 2018 amounted to £2,056,930. This reflects two exceptional income amounts totalling approximately £1.6m received during the year from the Moondance Foundation (£1.5m) and a legacy (£102,270). Both amounts are designated for specific activities over the next four years and will be drawn down over the period to support planned expenditure, as referred to in note 13 in the accounts. Allowing for this commitment, adjusted free reserves are approximately £450,000.

Financial position

The Trustees report a surplus for the year of £1,669,894, an exceptional result due to income awards referred to above. Approximately £1.6m of this surplus is designated for activities and expenditure planned over the years 2018-22. The large grant from The Moondance Foundation includes £750,000 towards a capital appeal for new premises, and £750,000 for growth in service provision and fundraising capacity. The legacy of £102,270 is to be used to support the Better Start baby treatment programme and will make a significant contribution towards therapists' salaries during 2018-19.

The fundraising department raised further income of £695,587 through its range of initiatives and events. Retail operations delivered income of £437,635 and Local Health Board income contributed £317,425. Additional income from therapy courses, bank interest and sundry income totalled £15,952.

Expenditure for the year was £1,398,975. The increase on last year (£1,324,188) was largely due to increased staff resources for planned growth in the charity's capacity to deliver a range of therapy services.

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2018

Funding from Local Health Boards continued at a similar level to the previous year. This financial year is the third year of a three-year contract (2015-18) with a consortium of six health boards in Wales. A new three-year contract on similar terms has been agreed for 2018-21. Working in partnership with the NHS is a key part of our strategy, and by working closely with community therapy teams we ensure the best outcomes for the children who attend.

Public Benefit

The Trustees have referred to the 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. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

Objectives and Activities

The Charity's main objects as set out in the governing document are "to provide treatment and care for children and adults with cerebral palsy, to provide teaching, training and other facilities to physiotherapists, speech therapists and occupational therapists, and to undertake scientific research work into the cause, effects and treatment of cerebral palsy".

The Charity's Mission statement is:

"To improve the quality of life of children in Wales who have cerebral palsy".

We do this through Bobath therapy and other related interventions, providing a range of physiotherapy, occupational therapy, and speech & language therapy treatments to children aged 0 – 18 with cerebral palsy or related neurological disorders, both in the Centre and at external sites. The charity delivers its services using a family-centred model which aims to be friendly, accessible and to encourage and support input from service users.

The Charity's activities also include the provision of training to community therapists and those involved in the care of children with cerebral palsy, and undertaking audit and small-scale research into the effectiveness of the service and treatments for cerebral palsy.

The aims of the Charity benefit the public by providing treatments that offer relief and assistance to those with a disability (cerebral palsy and allied neurological conditions), promoting understanding and expertise in the treatment of cerebral palsy, and offering a supportive, knowledgeable environment in which children with cerebral palsy and their families can receive assistance.

Public benefit is achieved through:

- Subsidy from charitable funds to top up LHB funding
- Approximately 66% of all treatment funded by charitable fundraising
- Use of charitable funds to assist poorer families with their travel expenses
- Dissemination of expert knowledge to families, clinical colleagues and the wider community

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2018

- The Charity facilitates, supports and trains a Cerebral Palsy Clinical Leads group, consisting of senior paediatric community therapists in the three therapy disciplines from across Wales. BCTCW provides education days to increase their expertise and understanding of cerebral palsy, so they are able to help support and develop services locally. This is provided at no cost to participants.

Achievements and Performance 2017-18

Therapy & Family Support

The Centre provided a total of 495 therapy interventions for children and young adults in 2017-18. 76 children were seen for a full block of sessions in the Centre, 52 were seen at problem-solving days, 39 were treated as part of various outreach schemes, and 60 children were seen for single consultations. A further 26 children were treated as part of our Centre's teaching activities.

During the year we provided a two-week "Jungle Camp" therapy programme, delivering themed activities for 6 children aged 3 – 5 who have hemiplegia, a specific classification of cerebral palsy where one side of the body is affected. Children in this group may do quite well in mainstream school but often have difficulty with manual tasks, such as eating, and may not be very confident in their day to day interactions with others. The project was delivered with the involvement of Dr Dido Green, of Oxford Brookes University, and the children's progress was measured so that evaluation could be carried out with a view to planning similar future therapy programmes.

In addition we provided 102 "Better Start" blocks, an intensive course of five sessions tailored to the needs of the youngest patients (0-2½). A key feature of this service model is that babies will return every 4 months for a block of therapy, as they are changing so fast at this early age, and more frequent therapy will bring huge benefits to the child and enhance their potential. This innovative service has been very popular with families and fellow professionals alike, and we are grateful to the Hodge Foundation for the two years' funding they provided. Next year the programme will continue with financial support from the large legacy mentioned above.

A further development is the addition of "toddler blocks", again a five-session block which can be provided to children aged 3½ once they have completed the baby programme. We delivered 7 of these during the year and expect numbers to increase as more babies come through the baby programme.

Many families with young babies self-refer, and to address this we have developed an initial consultation model, delivered by a senior therapist and our family support officer together. Many of these babies go on to benefit from our Better Start programme, and this initial assessment is vital in providing families with support and information at an early stage. During the year we provided 31 of these sessions, as well as 5 further consultations for babies waiting for their first block.

We also delivered 91 review consultations for children who have previously had a full block, around 4 months after the end of their block, with the aim of assessing how they are getting on with their home programme and making any necessary adjustments, so that families can continue to work and progress at home.

The therapy team works in a transdisciplinary manner, combining their specialist Bobath skills as well as specific physiotherapy, occupational therapy, and speech & language therapy skills to provide a service tailored to each child's needs. The Family Support Coordinator works closely with the therapy team to ensure a holistic approach to providing support.

Each child attending for therapy receives a home programme, to enable them to continue therapy activities at home and build on the progress achieved during their treatment. Along with a report on the therapy intervention, these programmes are also circulated to NHS colleagues and other professionals associated with the child, with the consent of the parents. Service models may include full reports or home programmes depending on need. A key component of the service is giving parents skills to manage and support their children at home.

Family Support

We also provided direct support to families through 116 one-to-one sessions with parents, other family members and where appropriate, young adults, provided by the Family Support Coordinator (FSC). The FSC also met with 34 families who came in for initial or single consultations. Parents of children attending the Jungle camp were also able to have one to one support sessions.

As part of the Family Support service, the FSC held 10 coffee mornings during the year, produced the seasonal Family Bulletin, and held parent seminars on baby first aid and sleep problems in disabled children.

In addition the FSC gave talks to schools, liaised with colleagues in the field of family support via meetings and conferences, and helped families access a number of social opportunities.

Co-production and service user feedback

As a family-centred organisation, we continually consult with families on their needs, and ask them to tell us about their experience of the service they have received from us. This has in turn led to the production of a number of studies and research reports, including academic posters on related topics that we present at conferences. It has been shown that family-centred practice increases beneficial outcomes for service users, as well as encouraging more joined-up collaborative working with other service providers.

Training

Several training opportunities were provided to staff during the year. Each therapist employed at the Centre has an individual learning & development plan which supports their continuing professional development. Training is both external and internal ranging from specialist clinical topics to manual handling.

Clinical staff also attended conferences and meetings relating to cerebral palsy and paediatrics organised by:

- European Academy of Childhood Disability
- British Academy of Childhood Disability
- Association of Paediatric Chartered Physiotherapists

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2018

Non-clinical staff undertook learning and development opportunities in a wide range of relevant subjects. These included manual handling, emergency resuscitation, fire safety, specific fundraising areas, staff supervision & development, volunteer management, safeguarding, Microsoft Office, and Sage accounting.

External Bobath tutors visit the Centre regularly to provide expert training and give input to treatment sessions. Our therapists continue to develop a range of small scale audits and case studies, contributing to evidence building (see below) as well as their own learning.

Research & Sharing Knowledge

As part of the Centre's commitment to increasing knowledge and improving practice, we encourage members of the therapy team to share their expertise via various teaching opportunities and networking events.

The Alumni group that was set up for the 24 community therapists who completed the Bobath Foundation course in Wales in 2012 (Lottery funded), continues to meet and a study day was held during the year. This continuation of the learning process serves to assist with community therapists' CPD and in turn benefits the children who receive therapy services in the community.

We hosted three Clinical Leads study days. This group is an important forum for sharing our knowledge of the treatment and management of cerebral palsy and developing specialist clinical skills in community therapists.

The Clinical Effectiveness Group within the Centre continues to focus on the important work of evidence development. This focuses on demonstrating the value of Bobath therapy and the effectiveness of the Centre in the context of national and international review. This work helps us ensure we provide the best service and the best therapy possible.

The Centre Director completed her term as Treasurer of the European Academy of Childhood Disability (EACD) supporting their work across Europe. This role was then taken on by our Therapy Manager, thus ensuring our continued support of the work of EACD.

One of our therapists is on the Welsh APCP (Association of Paediatric Chartered Physiotherapists) committee supporting their work. The work of the British Association of Bobath Trained Therapists (BABTT) is supported at national committee level by the Centre Director and one of our physiotherapists.

Teaching

During the year BCTCW hosted two courses for external participants (clinicians):

- Introduction to Bobath therapy, a two-day course
- Therapy Assistants' course, a two-day course

We constantly evaluate our services and present results of our work at national and international conferences. This year our therapists gave keynote speeches and presented academic posters on specialist areas such as:

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2018

- The ICF - how we can integrate this into our clinical practice in children with neuro-disability?
- EI SMART: a better start for high risk infants
- "Together for Health" - Service Reorganisation for Family Centredness
- Parent led review - Do therapists do what families ask them to do?
- The Key to Empowering Families (this poster was recommended for best poster award)
- Enhancing participatory communication in children with cerebral palsy GMFCS levels 4-5

Our senior therapists also taught on a variety of specialist courses.

Fundraising

The fundraising department continued to raise the profile of the Charity and to secure voluntary income through a wide range of activities. The number of FR staff at March 2018 was 6.4 FTE. In addition there were 8.5 (FTE) paid staff working at the Charity shops and warehouse.

The team raised a total of £2.7m during the year, including a £1.5m gift and a single legacy of £102,270. This represents 89% of all income in the year.

Significant achievements in fundraising during the year included:

- £1.56m in total from The Moondance Foundation
- A grant of £100,000 from the Hodge Foundation
- The Myles Trust gave £70,000
- £42,700 from the Henry Smith Charity
- The Sick Children in Wales trust gave £42,500
- £25,000 from Miller Argent
- Our Sponsor a Child scheme raised £14,160
- Friends of Bobath group donated £11,198
- Children In Need gave grants of £10,856
- The Sylvia Adams Charitable trust - £10,000
- Garfield Weston Foundation - £10,000
- The 25th anniversary Birthday Ball raised £26,873
- Marathons raised £34,312
- Other private donations contributed £69,404
- Charity shops raised £437,635 gross income

Successful events this year included A Question of Women, Summer Ball, Golf Day, Bake for Bobath, Welly Walks, a race night, Christmas market, summer fete, and carol concert. The fundraising team also gave talks to many clubs, associations and schools across Wales.

Volunteers

The Centre benefits from the support of a number of volunteers, both individuals and corporate groups. Volunteers make a huge difference to the impact of our work and we wish to recognise and thank them for their efforts over the year.

Around 50 volunteers help out with office administrative tasks, fundraising, gardening, painting & decorating, and help at events. We also have a team of around 80 volunteers who help out at our Charity shops.

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2018

Several volunteer groups made a significant contribution to the Centre's work, especially Friends of Bobath Wales, the Cwm Crafters, and South Wales Classic Car Club, all of whom deserve our thanks and gratitude for their continuing support.

During the year we held a third Ambassadors Day for volunteers, to provide them with the understanding and information they need to go out and represent the Charity in the wider world. This involved presentations and a demonstration of therapy in action.

Campaigning and influencing

In October 2017 we again ran our Cerebral Palsy Awareness Month. CPAM aims to raise awareness and understanding of cerebral palsy and how it affects families in Wales. With a 'welly' theme throughout the month the campaign ran with a variety of events. Events included Welly Walks, and a Horse Race Night. Many schools and businesses also embraced the month's activities by arranging their own welly walks and 'wear your wellies' to school or work days.

We continue to engage with politicians and key stakeholders whenever possible in order to raise awareness of the needs of children with cerebral palsy in Wales. During the year we welcomed a number of visitors to the Centre, including representatives from the NHS, Health Boards, the National Assembly for Wales, funders, and other stakeholders.

Plans for the Future

The Trustees will continue to work to the stated aims and objectives of the Charity, with new and existing strategies in place to ensure delivery of key priorities. Effective and timely treatment of children with cerebral palsy remains our priority, together with improving our knowledge and understanding of the condition in order to deliver the best possible specialist service and to disseminate that knowledge and understanding in the wider community for the benefit of all children who have cerebral palsy.

Our strategic focus continues to be the youngest children. Alongside this, we are offering review consults and returner blocks for children who have previously had a block of therapy, as well as a range of outreach services that enable families to access therapy in rural areas. New options are developed regularly so that we continue to offer a flexible menu of therapy services so we can best support families and our community colleagues.

No families are asked to contribute to the cost of treatment and the services are free at the point of delivery.

Staff training and research activity will continue, with therapists continuing their professional development and work on clinical evidence building. All staff will be supported to continue appropriate professional learning and development. Abstracts will be submitted to the relevant clinical conferences with a view to sharing the results of our small-scale studies.

Fundraising will continue to work to ambitious targets. Key initiatives for 2018-19 will include:

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2018

- Employ a regional fundraiser in West Wales
- Refresh our fundraising calendar of events and develop new income streams
- Support our retail operations to develop further, including an increased online presence
- Build corporate and trusts and foundations support, aiming to generate larger grants
- Work with volunteer groups across Wales
- Support fundraising events initiated by families and individuals "in aid of" Bobath
- Refresh and resource the Sponsor a Child and Unity Lottery schemes
- Create an exclusive funders' "club" for individuals giving at a higher level
- Develop the role of specialist communications officer to raise awareness and supporter engagement

Working towards equitable provision of specialist therapy continues to be a priority and we will continue to lobby, with the support of service users, to bring the needs of children who have cerebral palsy to the attention of key influencers.

Projected therapy activity for 2018-19 includes:

- Full blocks of treatment in Centre
- Continuation of Better Start
- Outreach service in North, West and Mid-Wales
- Problem-solving days in outreach locations in partnership with local community therapy teams
- Single consultations at the Centre, supporting families in supporting their children. Initial consultations delivered by a senior therapist and our family support coordinator, for children newly referred, to address parents' concerns and provide some initial therapy
- Review consultations
- Development of further new models of delivery as indicated by the needs of families
- Continue working closely with NHS colleagues for the benefit of children who have cerebral palsy

As part of our aim to share knowledge and disseminate good practice, we will hold a number of training courses, to include:

- Three Clinical Leads study and support days
- An Introduction to the Bobath Concept 3 day course for therapists
- A course for Therapy Assistants
- Mini Assisting Hands Assessment
- Early Intervention 6-day course
- BACD regional meetings & study days

It is a key part of our strategy going forward to widen our services for people who have cerebral palsy and their families. As part of this we aim to widen our model to embrace the concept of Cerebral Palsy Wales. Over the coming years we expect to combine an expanded range of therapy services provided by Bobath Wales working with partners based in the community.

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2018

Last but not least, staff will be working in partnership with NHS and academic colleagues to develop a cerebral palsy register for Wales. This will be a significant step forward that will allow better planning and care pathways for people with cerebral palsy, as well as recording and monitoring individuals' clinical needs.

Directors' Responsibilities

Company Law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the affairs of the charity and of the surplus or deficit of the charity for that period. In preparing these financial statements, the directors are required to: -


- Select suitable accounting policies and then apply them consistently;
- 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 charity will continue in operation.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

The auditors, Messrs. Clifton House Partnership, are willing to continue in office and a resolution to re-appoint them will be proposed at the annual general meeting.

Signed on behalf of the board


.....
Director / Trustee

J.F. Holmes

Date: 2 . 11 . 2018

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

BOBATH CHILDREN'S THERAPY CENTRE WALES

OPINION

We have audited the financial statements of BOBATH CHILDREN'S THERAPY CENTRE WALES for the year ended 31st March 2018, which comprise the Statement of Financial Affairs, Balance Sheet, Statement of Cash Flows and related Notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended, and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISA's (UK)") and applicable law. Our responsibilities under those standards are further described in the "auditor's responsibilities for the audit of the financial statements" section of the report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISA's (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate, or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
BOBATH CHILDREN'S THERAPY CENTRE WALES (continued)**

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements, and
- the Trustees' Annual Report has been prepared in accordance with applicable legal and regulatory requirements..

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and the returns, or
- certain disclosures of Trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the directors were not entitled to take advantage of the small companies exemptions as set out in Section 1A of FRS 102.

RESPONSIBILITIES OF DIRECTORS

As explained more fully in the Trustees' Report, the charitable company's directors, who also act as trustees for the charitable activities of Bobath Children's Therapy Centre Wales, are responsible for the preparation of the financial statements, and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error

In preparing the financial statements, the directors are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISA's (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

BOBATH CHILDREN'S THERAPY CENTRE WALES (continued)

As part of an audit in accordance with ISA's (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters that we are required to state to them in an auditor's report, and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body for our audit work, for this report, or for the opinions we have formed.



Ashok K. Aggarwal FCA (Senior Statutory Auditor)

**For and on behalf of Clifton House Partnership
Chartered Accountants and Statutory Auditors
Clifton House
Four Elms Road
Cardiff
CF24 1LE**

Date: 2 November 2018

BOBATH CHILDREN'S THERAPY CENTRE WALES

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2018

	NOTE	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
INCOME AND					
ENDOWMENTS FROM:-					
Donations and Legacies	2	1,875,833	272,833	2,148,666	395,760
Charitable Activities	3	472,826	-	472,826	458,491
Other Trading Activities					
Charity Shops, Etc		444,245	-	444,245	370,929
Investment Income	4	2,525	-	2,525	6,385
Other Income		607	-	607	510
Total Income		2,796,036	272,833	3,068,869	1,232,075
EXPENDITURE ON:- (Note 5)					
Raising Funds					
Retail		296,267	-	296,267	285,117
Other		156,344	1,247	157,591	167,760
		452,611	1,247	453,858	452,877
Charitable Activities –					
Therapy Provision		527,095	238,192	765,287	691,318
Administration and Other Costs		177,919	1,911	179,830	179,993
Total Expenditure		1,157,625	241,350	1,398,975	1,324,188
NET INCOME / (EXPENDITURE) IN THE YEAR		1,638,411	31,483	1,669,894	(92,113)
Transfers Between Funds		2,187	(2,187)	-	-
NET MOVEMENT IN FUNDS		1,640,598	29,296	1,669,894	(92,113)
Total Funds at 1st April 2017		416,332	240,635	656,967	749,080
Total Funds at 31st March 2018		2,056,930	269,931	2,326,861	656,967

The notes set out on pages 17 to 23 form an integral part of these financial statements.

BOBATH CHILDREN'S THERAPY CENTRE WALES

BALANCE SHEET 31ST MARCH 2018

	<i>NOTE</i>	2018	2017
		£	£
FIXED ASSETS			
Tangible Assets	7	388,333	394,425
CURRENT ASSETS			
Stock of promotional items		2,200	3,953
Debtors and prepayments	8	54,148	31,398
Cash at bank and in hand		1,920,599	280,761
		<u>1,976,947</u>	<u>316,112</u>
CREDITORS: Amounts falling due within one year	9	<u>(38,419)</u>	<u>(53,570)</u>
NET CURRENT ASSETS		<u>1,938,528</u>	<u>262,542</u>
NET ASSETS		<u><u>2,326,861</u></u>	<u><u>656,967</u></u>

Represented By:

ACCUMULATED SURPLUS ON INCOME AND EXPENDITURE ACCOUNT, ALLOCATED AS FOLLOWS:

Contingency Fund	13	250,000	250,000
Legacy Fund	13	102,270	-
Charity Development Fund	13	1,474,800	-
Revenue Reserves		229,860	166,332
Total Unrestricted Funds		<u>2,056,930</u>	<u>416,332</u>
Restricted Funds - Building	12	198,670	204,089
- Other	12	71,261	36,546
		<u>269,931</u>	<u>240,635</u>
		<u><u>2,326,861</u></u>	<u><u>656,967</u></u>

Approved by the Committee:


Director J.F. Holmes


Director P.H. Lubas

Date: 2.11.2018

Company No: 02691690

The notes set out on pages 17 to 23 form an integral part of these financial statements.

BOBATH CHILDREN'S THERAPY CENTRE WALES**STATEMENT OF CASH FLOWS 31ST MARCH 2018**

	<i>NOTE</i>	£	2018 £	2017 £
Cash generated from / (used in) operating activities	16		1,670,939	<u>(34,853)</u>
Cash flows from investing activities				
Investment income – Interest receivable		2,525		385
Rent receivable		-		6,000
Purchase of tangible fixed assets		(33,626)		(6,123)
Sale proceeds of tangible fixed assets		-		1,495
			<u>(31,101)</u>	<u>1,757</u>
Increase / (decrease) in cash and cash equivalents in the year			1,639,838	(33,096)
Cash and cash equivalents at the beginning of the year			<u>280,761</u>	<u>313,857</u>
Total cash and cash equivalents at the end of the year			<u>1,920,599</u>	<u>280,761</u>

The notes set out on pages 17 to 23 form an integral part of these financial statements.

BOBATH CHILDREN'S THERAPY CENTRE WALES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2018

1. ACCOUNTING POLICIES

a) **Basis of Preparation**

These 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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) **Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the financial statements, the trustees consider that in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 no transitional adjustments or restatement of comparative items was required. The transition date was 1 April 2015.

c) **Income**

Grant and voluntary income, including charity shop takings, is recognised when the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably (and is not specifically deferred).

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the charity that a distribution will be made, or when a 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.

Income from fundraising events organised by the charity is disclosed net of directly attributable expenditure. Income received in advance of such events is deferred until the criteria for income recognition are met.

d) **Expenditure**

Expenditure is recognised once there is a legal or 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.

Resources are allocated to a particular activity where the cost relates directly to that activity. However, certain minor overheads are apportioned on the basis of the estimated applicability to the various activity areas.

e) **Fund Accounting**

Funds held by the charity are either:

- Unrestricted General Funds – these are funds, which can be used in accordance with the charitable objectives at the discretion of the trustees.
- Unrestricted Designated Funds – these are funds set aside by the trustees out of unrestricted general funds for specific future purpose or projects.
- Restricted Funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor, or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of the various funds is included later in these notes.

f) **Donated Assets**

Assets donated to the charity are initially recognised at fair value.

BOBATH CHILDREN'S THERAPY CENTRE WALES**NOTES TO THE FINANCIAL STATEMENTS (continued)****FOR THE YEAR ENDED 31ST MARCH 2018****g) Depreciation**

Depreciation is calculated to write off cost or valuation, less estimated residual value, of tangible fixed assets over their estimated useful lives. The annual depreciation rates and methods are as follows.

Freehold Buildings	-	2% on original cost
Fixtures and Equipment	-	20% on written down value

h) Stock

Stock of promotional items is valued at the lower of cost and net realisable value. Cost is determined on a first-in, first-out basis. Net realisable value is based on estimated selling price, less any further costs to realisation.

i) Assets Leased

Assets held under finance leases and hire purchase contracts are capitalised in the balance sheet and depreciated over their expected useful lives. The interest element of leasing payments is charged to the Income and Expenditure Account over the term of the lease.

All other leases are regarded as operating leases, and rentals are charged on a straight line basis over the term of the lease.

j) Pensions

Contributions to the charity's defined contribution pension schemes are charged to the Income and Expenditure Account in the accounting period for which they are due.

k) Cash at bank and in hand

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

l) Financial instruments

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

2. VOLUNTARY INCOME	2018	2017
	£	£
Legacies	122,270	-
Moondance Foundation	1,560,000	-
Jane Hodge Foundation – Baby Intervention Programme	100,000	100,000
Blevins Franks / Myles Trust	70,000	-
Henry Smith's Charity – Senior Physiotherapist Post	42,700	41,000
Sick Children In Wales Trust – Van and Computers	42,500	-
Miller Argent – Additional Therapy Costs	25,000	-
Children in Need – Eye-Gaze Sessions and Hemi-Camp	10,856	6,600
Sylvia Adams Charitable Trust – Baby Intervention Programme	10,000	-
Garfield Weston Foundation – Baby Intervention Programme	10,000	-
Other Trust Funds and Corporate	71,054	105,909
Sponsor A Child	14,160	15,333
Family Appeal	722	66,125
Other Private Donations	69,404	60,793
	<u>2,148,666</u>	<u>395,760</u>

BOBATH CHILDREN'S THERAPY CENTRE WALES

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2018**

3. INCOME FROM CHARITABLE ACTIVITIES	2018	2017
	£	£
Statutory Funding for Therapy Sessions		
Powys HB	40,946	40,946
Hywel Dda HB	49,802	49,802
Cardiff & Vale UHB	55,003	55,003
Cwm Taf HB	44,919	45,054
Abertawe Bro Morgannwg UHB	50,929	50,929
Aneurin Bevan HB	75,826	75,826
Other	-	9,834
	<u>317,425</u>	<u>327,394</u>
Therapy Courses	12,819	17,608
Annual Ball	26,873	11,301
Marathon Sponsorships	34,312	22,978
Bike Rides, Parachute Jumps, Etc	4,424	11,019
Chris Coleman Evening	-	13,226
Friends of Bobath	11,198	8,500
Other Fundraising Events and Activities	65,775	46,465
	<u>472,826</u>	<u>458,491</u>

All of the Charity's statutory funding income was allocated to the provision of therapy sessions.

4. INVESTMENT INCOME

	2018	2017
	£	£
Rent Receivable	-	6,000
Bank Deposit Interest	2,525	385
	<u>2,525</u>	<u>6,385</u>

5. TOTAL EXPENDITURE

	Fundraising (Inc. Retail)	Charitable Activities	Admin & Other	Total 2018	Total 2017
	£	£	£	£	£
Staff Costs (Note 6)	277,953	660,490	120,832	1,059,275	969,793
Depreciation	16,931	15,260	6,993	39,184	41,064
Operating Lease Rentals	70,525	-	-	70,525	75,690
Loss on Disposal of					
Tangible Fixed Assets	340	181	13	534	145
Auditor's Remuneration	-	12,000	-	12,000	10,200
Other Amounts Paid to Auditors					
-Payroll Service	-	-	1,954	1,954	1,862
Other Costs	88,109	77,356	50,038	215,503	225,434
	<u>453,858</u>	<u>765,287</u>	<u>179,830</u>	<u>1,398,975</u>	<u>1,324,188</u>

BOBATH CHILDREN'S THERAPY CENTRE WALES

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2018**

6. STAFF COSTS	2018	2017
	£	£
The cost of employing staff was:		
Wages and Salaries	918,020	838,599
Social Security Costs	76,549	71,719
Pension Costs	64,706	59,475
	<u>1,059,275</u>	<u>969,793</u>

The earnings of one employee totalled over £60,000 during the year and fell within the band £70,001 – 80,000 (2017 – One in band £70,001 - £80,000). The associated pension cost amounted to £10,260.

No trustees received any remuneration, and no expenses were reimbursed to trustees during the year.

The average weekly number of employees during the year was:

	2018	2017
Fundraising and Publicity (Inc. Retail)	14	16
Management and Administration	8	6
Therapy	20	19
	<u>42</u>	<u>41</u>

7. TANGIBLE FIXED ASSETS

	Freehold Property £	Fixtures & Equipment £	Motor Vehicles £	Total £
COST / VALUATION				
At 1 st April 2017	338,367	412,527	24,749	775,643
Additions	-	33,626	-	33,626
Disposals	-	(4,288)	-	(4,288)
	<u>338,367</u>	<u>441,865</u>	<u>24,749</u>	<u>804,981</u>
DEPRECIATION				
At 1 st April 2017	91,186	271,281	18,751	381,218
Charge for the Year	5,967	31,717	1,500	39,184
Written Off on Disposals	-	(3,754)	-	(3,754)
	<u>97,153</u>	<u>299,244</u>	<u>20,251</u>	<u>416,648</u>
NET BOOK VALUE				
At 31 st March 2018	<u>241,214</u>	<u>142,621</u>	<u>4,498</u>	<u>388,333</u>
At 31 st March 2017	<u>247,181</u>	<u>141,246</u>	<u>5,998</u>	<u>394,425</u>

The insurance value of the charity's freehold property at 31st March 2018 was £791,067.

BOBATH CHILDREN'S THERAPY CENTRE WALES

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2018**

8. DEBTORS AND PREPAYMENTS	2018	2017
	£	£
LHB Funding Due	-	3,743
Training Course Payments In Advance	8,391	1,532
Event and Course Income Due / Expenditure Prepaid	11,705	3,567
Gift Aid Tax Refund Due	6,084	1,156
Retail Rents Prepaid	15,473	12,704
Other Debtors and Prepayments	12,495	8,696
	<u>54,148</u>	<u>31,398</u>

9. CREDITORS: Amounts falling due within one year

	2018	2017
	£	£
Sundry Taxes and Social Security	6,307	6,823
Audit and Accountancy	10,800	9,600
Event Income Received in Advance	14,263	19,385
Other Creditors and Accruals	7,049	17,762
	<u>38,419</u>	<u>53,570</u>

10. COMPANY LIMITED BY GUARANTEE

The organisation is a company limited by guarantee, and as such does not have a share capital.

Each member's liability is limited to an amount not exceeding £2.

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Net Current Assets £	Total £
RESTRICTED FUNDS	227,306	42,625	269,931
UNRESTRICTED FUNDS	161,027	1,895,903	2,056,930
	<u>388,333</u>	<u>1,938,528</u>	<u>2,326,861</u>

BOBATH CHILDREN'S THERAPY CENTRE WALES

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2018**

12. RESTRICTED FUNDS

	Balance at	Movement In Year		Balance
	01.04.17	Income	Expenditure	31.03.18
	£	£	£	£
Various Grants for Property Extension and Renovation	204,089	-	(5,419)	198,670
Baby Intervention Programme				
Jane Hodge Foundation	-	100,000	(100,000)	-
Sylvia Adams Charitable Trust	-	10,000	(10,000)	-
Garfield Weston Foundation	-	10,000	(10,000)	-
Other	-	7,000	(7,000)	-
Additional Therapy Costs				
Charity of Henry Smith	-	42,700	(42,700)	-
Miller Argent	-	25,000	(25,000)	-
James Tudor Foundation	-	5,785	(5,785)	-
Family Support – Various Grants	-	14,000	(14,000)	-
Sick Children in Wales Trust -				
Van and Computers	-	42,500	(17)	42,483
meet Additional Therapy Costs:	-			
Children In Need – Eye-Gaze				
Equipment and Hemi-Camp	6,693	10,856	(12,195)	5,354
Sundry Small Specific Grants for Therapy Equipment, etc	29,853	4,992	(11,421)	23,424
	<u>240,635</u>	<u>272,833</u>	<u>(243,537)</u>	<u>269,931</u>

Expenditure above includes £2,187 transfers to general funds in respect of individual funds with a remaining value of less than £500.

13. UNRESTRICTED DESIGNATED FUNDS

	Balance at	Tfr General	Expenditure	Balance
	01.04.17	Reserves		31.03.18
	£	£	£	£
Contingency Fund	250,000	-	-	250,000
Legacy Fund	-	102,270	-	102,270
Charity Development Fund	-	1,500,000	(25,200)	1,474,800
	<u>250,000</u>	<u>1,602,270</u>	<u>(25,200)</u>	<u>1,827,070</u>

Purpose of Funds

Contingency Fund: Represents the minimum level of unrestricted revenue reserves that it is the charity's stated policy to maintain.

Legacy Fund: Single legacy receipt to be used to fund "Better Start Better Future" baby intervention programme in 2018/19.

Charity Development Fund: Single grant from Moondance Foundation, half of which will be used to finance an expansion in the charity's therapy services over the next four years, while the other half will form a deposit for an anticipated future move to new premises.

BOBATH CHILDREN'S THERAPY CENTRE WALES**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2018****14. FINANCIAL COMMITMENTS**

At 31 March 2018 the Charity had commitments under non-cancellable operating leases as follows:

	2018 £	2017 £
Payments Due		
Within One Year	58,050	53,050
Between One and Five Years	114,950	106,950
After More Than Five Years	<u>8,025</u>	<u>24,075</u>
	<u><u>181,025</u></u>	<u><u>184,075</u></u>

15. GOING CONCERN

The commercial viability of the organisation is dependent upon continued support through grants, donations and other types of funding support, such as statutory funding from Local Health Boards.

16. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2018 £	2017 £
Net movement in funds	1,669,894	(92,113)
Add back: Depreciation charge	39,184	41,064
Loss on disposal of tangible fixed assets	534	145
Deduct: Investment income	(2,525)	(6,385)
Donated assets at fair value	-	(11,450)
Decrease / (Increase) in stocks	1,753	(1,300)
Decrease / (Increase) in debtors	(22,750)	29,888
Increase / (Decrease) in creditors	<u>(15,151)</u>	<u>5,298</u>
Net cash generated from/(used in) operating activities	<u><u>1,670,939</u></u>	<u><u>(34,853)</u></u>

BOBATH CHILDREN'S THERAPY CENTRE WALES

**DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2018**

	2018	2017
	£	£
INCOME		
Donations – Legacies	122,270	-
General	173,724	232,693
Fundraising Events	110,070	90,517
	<u>406,064</u>	<u>323,210</u>
Grants Receivable		
Moondance Foundation Development Grant	1,500,000	-
Other	385,183	186,039
LHB Funding	317,425	327,394
Retail Activities	437,635	363,083
Other Promotional Activities	6,610	7,846
Therapy Courses	12,819	17,608
Sundry Income	608	510
Deposit Account Interest Received	2,525	385
Rent Receivable	-	6,000
	<u>3,068,869</u>	<u>1,232,075</u>
EXPENDITURE: (Pages 20 & 21)		
Establishment Expenses (Head Office)	37,496	42,636
Therapy and Head Office Administration	1,024,652	954,103
Retail Activities	296,267	285,117
Finance Expenses	40,560	42,332
	<u>(1,398,975)</u>	<u>(1,324,188)</u>
NET SURPLUS /(DEFICIT) FOR THE YEAR	<u>1,669,894</u>	<u>(92,113)</u>

BOBATH CHILDREN'S THERAPY CENTRE WALES**SCHEDULES ACCOMPANYING DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2018**

	2018	2017
	£	£
ESTABLISHMENT EXPENSES (HEAD OFFICE)		
Rates	2,071	1,725
Repairs and Renewals	13,503	15,904
Light and Heat	4,969	8,649
Insurance	5,700	5,323
Cleaning	11,253	11,035
	<u>37,496</u>	<u>42,636</u>

THERAPY AND HEAD OFFICE ADMINISTRATION EXPENSES

Wages and Salaries	764,044	697,341
Employer's N.I.	68,818	64,287
Pension Contributions	61,840	57,508
"Hemi-Camp" Costs	592	-
Motor, Travel and Subsistence	16,164	21,373
Professional Indemnity and Medical Malpractice Insurance	4,416	3,809
Printing, Postage and Stationery	26,811	22,794
Computer Costs	14,916	12,337
Fundraising and Promotional Costs	11,677	21,939
Staff Welfare	2,387	2,278
Audit and Accountancy	12,000	10,200
Telephone	4,869	5,270
Equipment Hire	-	648
Subscriptions	3,611	3,143
Sundry Expenses	1,242	1,215
Recruitment Expenses	2,929	2,711
Staff Training	14,507	16,292
Legal and Professional Fees	13,260	10,470
Family Support Costs	569	488
	<u>1,024,652</u>	<u>954,103</u>

BOBATH CHILDREN'S THERAPY CENTRE WALES**SCHEDULES ACCOMPANYING DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2018 (continued)**

	2018	2017
	£	£
RETAIL COSTS		
Wages and Salaries	153,976	141,258
Employer's N.I.	7,731	7,432
Pension Contributions	2,866	1,967
Rent and Service Charges	70,525	75,042
Rates	8,137	7,913
Insurance	3,385	3,181
Light and Heat	6,114	6,298
Computer Costs	3,954	2,252
Repairs and Maintenance	5,469	6,116
Telephone	3,713	2,740
Printing, Postage and Stationery	112	493
Subscriptions and Sundries	1,207	1,414
Motor Expenses	8,241	10,702
Legal and Professional Fees	2,447	-
Staff Training and Recruitment	1,055	762
Credit Card Charges	3,970	5,261
Cleaning and Staff Welfare	10,448	8,733
Labels, Bags and Packaging Materials	2,917	3,553
	<u>296,267</u>	<u>285,117</u>
 FINANCE EXPENSES		
Depreciation of Fixed Assets	39,184	41,064
Loss on Disposal of Fixed Assets	534	145
Bank and Credit Card Charges (Head Office)	842	1,123
	<u>40,560</u>	<u>42,332</u>