

Company No: 02691690

Reg. Charity No: 1010183

BOBATH CHILDREN'S THERAPY CENTRE WALES

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

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
Alison Ivin
Dr Cathy White
Richard Tynen
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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The following does not form part of the Statutory Accounts:

19 – 21	Detailed Income and Expenditure Account
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BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST MARCH 2016

The directors and trustees have pleasure in presenting their annual report and financial statements for the year ended 31st March 2016.

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 2015-16 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
Meryl Davies (resigned March 2016)
Alison Ivin
Dr Cathy White
Richard Tynen
Ieuan Coombes
Martin Gush

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.

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

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2015

Risk

The Trustees actively review on a regular basis the principal risks to which in their opinion the Charity is exposed, and believe 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 has been developed and is constantly under 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 consider that an optimum level of retained reserves of £500,000, currently circa £494,000, is a prudent target. In the event that the charity were to close or suffer financial hardship, the Trustees and management anticipate that a period of 3-4 months would be required for an orderly wind down of the service, and patient handover.

Investment in Centre Resources

Building on the success of the four existing Charity shops, the Charity invested in expanding the retail operations, with the opening of a coffee shop. However, this venture was unable to generate sufficient customer trade despite differentiating its offering and the prior success associated with its location. A decision was taken to close the business after five months of trading following successive intensive reviews of the anticipated likelihood of recovery to a breakeven point which was deemed unlikely and too financially uncertain.

Financial position

The Trustees report a deficit for the year of £125,487. A planned budget deficit of £72,864 had been agreed by the Trustees in order to utilise some of the reserves, thereby investing in therapy resources and the expansion of the retail business. The outcome for the year however was disappointing, with the costs of the unsuccessful coffee shop venture having to be absorbed as mentioned above.

The coffee shop losses amounted to £56,210 and comprised set up costs, trading losses and closure expenses. Without this negative impact on the year's results the deficit would have been £69,277, demonstrating that the rest of the Charity performed in accordance with the original budget.

The fundraising department, including the retail operations, generated income of £887,065 and Local Health Board income contributed £322,279. Additional income from courses, bank interest and sundry income totalled £17,010.

Expenditure at £1,351,841 was under budget by £82,963. Prior to the closure in November 2015 of the coffee shop, measures were instigated to limit expenditure, with one redundancy and various other cost saving strategies put in place.

Statutory funding by the Local Health Boards continued, at a similar level to the previous year. We are in the second year of a three-year contract with the consortium of six health boards, which gives us a measure of financial security until March 2018. 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. The Service Level Agreement provides part-funding of treatment for a specified number of children in each year. Meetings between Centre staff and key contacts in the NHS take place regularly to oversee the administration and implementation of the contracts.

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2016

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 was reviewed during the year and a new mission statement was approved by the Trustees:

"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 centre is organised to provide a Family Centred Service.

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 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 contributions
- Approximately 60% of all treatment funded by charitable fundraising
- Use of charitable funds to assist families with expenses of attending
- Dissemination of expert knowledge to families, clinical colleagues and the wider community
- The Charity facilitates, supports and trains Cerebral Palsy Clinical Leads group, consisting of senior community therapists in the three therapy disciplines from across Wales. These therapists are provided by BCTCW with 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 2015-16

Therapy & Family Support

The Centre treated a total of 332 children and young adults in 2015-16. 88 were seen for a full block of sessions in the Centre, 67 were seen at problem-solving days, 12 were treated as part of various outreach schemes, and 88 children were seen for single consultations. 35 children had returner blocks, where the duration of the block is shorter and is tailored for children who have had a full block previously. A further 16 children were treated as part of our Centre's teaching activities.

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2016

New for this year were "Better Start blocks", an intensive course of sessions tailored to the needs of the youngest patients (0-2 ½) with short, frequent blocks of therapy. As part of our Better Start initiative, we trialled these blocks with a number of families, delivering 26 blocks. A key feature of this service model is the fact 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 will be developed further in the coming year thanks to a generous donation from the Jane Hodge Foundation. We were delighted that actor Matthew Rhys launched an appeal for funds to continue this work.

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 a full block or attending an outreach block received a comprehensive report and home programme, to enable them to continue therapy activities at home and build on the progress achieved during their treatment. These reports are also circulated to NHS colleagues and other professionals associated with the child. Other service models may include 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.

We also provided direct support to families through 94 one-to-one sessions with parents, and where appropriate, young adults, provided by the Family Support Coordinator (FSC). The FSC also met with 25 families who came in for initial or single consultations.

As part of the Family Support service, the FSC held 3 coffee mornings during the year, produced the seasonal Family Bulletin, and put on a number of family-oriented seminars. These were well received and covered topics such as appropriate play with disabled children, and first aid for siblings of disabled children.

In addition the FSC carried out some home visits, 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, including football, circus, and ice skating.

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 during the year. Each therapist employed at the Centre has an individual learning & development plan which supports their continuing professional development. Training undertaken by therapists during the year included:

- Cross centre transdisciplinary study days
- OT, PT and SLT individual profession study days
- BABTT (British Association of Bobath Trained Therapists) workshops & study days

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2016

- Central Paediatric Dysphagia SIG
- Breathing in children with cerebral palsy
- Bobath Foundation course (8 weeks)
- Advanced Early Assessment and Intervention

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

- European Academy of Childhood Disability (Copenhagen)
- European Bobath Tutors Association
- Association of Paediatric Chartered Physiotherapists
- Association of Chartered Physiotherapists in Neurology ACPIN
- Children, Young People and Families (occupational therapists' special interest group)

Non-clinical staff undertook learning and development opportunities in a wide range of relevant topics. These included accounting, bookkeeping, basic life support, fire safety, safeguarding, Microsoft Office, and Excel.

External Bobath tutors visit the Centre regularly to provide expert training and 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.

In addition the Alumni group that was set up for the 24 community therapists who completed the Bobath Foundation course with us in 2012, continues to meet and attended a meeting and study day during the year. This continuation of the learning process begun on the course, 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 Bobath knowledge and developing clinical skills in community therapists.

The Clinical Effectiveness Group within the Centre continues to focus on the important work of evidence development. Funding from the Henry Smith Foundation allows us to employ dedicated staff addressing the further development of clinical effectiveness work, 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 is a member of the All-Wales Children and Young People's Physiotherapy Leaders Group and attends meetings on a regular basis, providing an opportunity for mutual knowledge and information sharing and service planning, as well as contributing as a group to Welsh Government Consultations. All therapy staff maintain links with clinical contacts and colleagues both nationally and internationally.

The Centre Director continued her term as Treasurer of the European Academy of Childhood Disability (EACD) supporting their work across Europe.

One of our therapists is on the Welsh APCP (Association of Paediatric Chartered Physiotherapists) committee 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.

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2016

During the year we were delighted to welcome a visiting group of physiotherapists from Kenya, who toured the Centre and observed our therapists in sessions.

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 2016 was 4.3 (FTE). In addition there were 8.3 (FTE) paid staff working at the Charity shops and warehouse. The team raised a total of £887,065. This represents 72% of all income during the year.

Significant achievements in fundraising during the year included:

- £40,000 from the Henry Smith Charity
- A grant of £30,000 from the Moondance Foundation
- Friends of Bobath group donated £12,500
- Our Sponsor a Child scheme raised £15,461
- North Wales freemasons donated £13,500
- Garfield Weston donated £10,000
- Children In Need gave a grant of £4950
- The annual Birthday Ball raised £10,897
- Marathons raised £36,047
- A new Family Appeal raised £30,304
- Other private donations contributed £42,356
- Charity shops raised £414,396 gross income

Successful events this year included A Question of Women, Summer Ball, Golf Day, Dragon Boat racing, 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.

We were pleased to welcome representatives from funders the Henry Smith Charity, the Jane Hodge Foundation, and the People's Postcode Lottery to visit the Centre.

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 40 volunteers help out at the Centre with office administrative tasks, fundraising, gardening, painting & decorating, and help at events. We also have a team of around 100 volunteers who help out at our Charity shops.

Several volunteer groups made a significant contribution to the Centre's work, especially Friends of Bobath, the Cwm Crafters, and the 151 Club.

During the year we held an Ambassador's Day for some of our keenest supporters, 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 2015 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 running throughout the month the campaign ran with a variety of events. Events included Welly Walks, and a

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2016

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. During the month we held an awareness event at the National Assembly for Wales, including the launch of our Better Start initiative.

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, various funders, and other stakeholders. We were pleased to show Assembly Member Andrew Davies around the new coffee shop, shortly after its launch by Wales rugby captain Sam Warburton.

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.

There has been a shift in our strategic focus during the year towards more allocation of resources to the baby programme, which the Trustees and clinical staff consider to be of vital importance for these children's future. Alongside this, we will offer new Review Consults for children who have previously had a block of therapy, which will take place three months after the child's block.

We will continue to work towards better provision of specialist Bobath therapy in North Wales. During the year we were able to secure funding to deliver an outreach block and two problem-solving days in the area, thereby treating eight children.

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

The Trustees will consider the viability of developing further services in order to meet the needs of children and young people in Wales with cerebral palsy, within the constraints of funding.

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.

We will look into the possibility of a larger research trial in partnership with a university.

Fundraising will continue to work to ambitious targets. Key initiatives for 2016-17 will include:

- Supporting our retail operations to achieve ambitious targets
- Working with volunteer groups across Wales
- Maintain the momentum of our Better Start campaign and the Family Appeal
- Support an increased number of fundraising events initiated by families and individuals "in aid of" Bobath
- Boosting the Sponsor a Child and Unity Lottery schemes

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.

BOBATH CHILDREN'S THERAPY CENTRE WALES

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2016

Projected therapy activity for 2016-17 includes:

- Full blocks of treatment in Centre
- Shorter more frequent blocks for babies
- Outreach service in North, West and Mid-Wales
- Problem-solving days in outreach locations by arrangement with local community therapy teams
- Single consultations at the Centre, helping families maintain good practice in managing their child's condition
- 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 consults
- Exploration of further initiatives to reduce the waiting list
- 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
- Deliver 3 Clinical Leads days
- Maintain the alumni group for those who completed the Lottery funded Bobath Foundation course and provide them with study days
- Deliver an Introduction to the Bobath Concept 2 day course
- Deliver a specialist Play course
- Deliver a Therapy Assistants' course

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



J.F. Holmes

.....
Director / Trustee

Date: 17 October 2016
.....

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

We have audited the financial statements of BOBATH CHILDREN'S THERAPY CENTRE WALES for the year ended 31st March 2016, which comprise the Statement of Financial Affairs, Balance Sheet and related Notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR

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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: the reasonableness of significant accounting estimates made by the directors in the preparation of the financial statements; whether the accounting policies are appropriate to the charitable company's circumstances, and have been consistently applied and adequately disclosed; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements, and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

(continued)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

BOBATH CHILDREN'S THERAPY CENTRE WALES (continued)

OPINION ON THE FINANCIAL STATEMENTS

In our opinion the financial statements:

- 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, and
- give a true and fair view of the state of the charitable company's affairs as at 31st March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended.

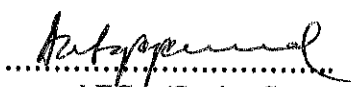
OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, 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.

MATTERS ON WHICH WE REQUIRED TO REPORT BY EXCEPTION

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 returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies' regime, and take advantage of the small companies exemption in preparing the Trustees' Annual Report.


.....
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: 19 October 2016

BOBATH CHILDREN'S THERAPY CENTRE WALES

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2016**

	<i>NOTE</i>	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
INCOME AND					
ENDOWMENTS FROM:-					
Donations and Legacies	2	222,212	86,195	308,407	457,952
Charitable Activities	3	493,537	-	493,537	448,888
Other Trading Activities					
Charity Shops, Etc		420,035	-	420,035	354,014
Investment Income	4	3,977	-	3,977	791
Other Income		398	-	398	443
Total Income		<u>1,140,159</u>	<u>86,195</u>	<u>1,226,354</u>	<u>1,262,088</u>
EXPENDITURE ON:- (Note 5)					
Raising Funds					
Retail		335,440	-	335,440	245,780
Other		210,086	1,355	211,441	217,446
		<u>545,526</u>	<u>1,355</u>	<u>546,881</u>	<u>463,226</u>
Charitable Activities –					
Therapy Provision		498,032	72,299	570,331	558,586
Administration and Other Costs		219,260	15,369	234,629	236,587
Total Expenditure		<u>1,262,818</u>	<u>89,023</u>	<u>1,351,841</u>	<u>1,258,399</u>
NET INCOME / (EXPENDITURE) IN THE YEAR		(122,659)	(2,828)	(125,487)	3,689
Transfers Between Funds		-	-	-	-
NET MOVEMENT IN FUNDS		(122,659)	(2,828)	(125,487)	3,689
Total Funds at 1st April 2015		<u>616,326</u>	<u>258,241</u>	<u>874,567</u>	<u>870,878</u>
Total Funds at 31st March 2016		<u><u>493,667</u></u>	<u><u>255,413</u></u>	<u><u>749,080</u></u>	<u><u>874,567</u></u>

The notes set out on pages 13 to 18 form an integral part of these financial statements.

BOBATH CHILDREN'S THERAPY CENTRE WALES

BALANCE SHEET 31ST MARCH 2016

	<i>NOTE</i>	£	2016 £	2015 £
FIXED ASSETS				
Tangible Assets	7		419,556	<u>449,642</u>
CURRENT ASSETS				
Stock of promotional items		2,653		4,204
Debtors and prepayments	8	61,286		49,424
Cash at bank and in hand		313,857		406,899
			<u>377,796</u>	<u>460,527</u>
CREDITORS: Amounts falling due within one year	9	(48,272)		(35,602)
NET CURRENT ASSETS			<u>329,524</u>	<u>424,925</u>
NET ASSETS			<u>749,080</u>	<u>874,567</u>

Represented By:

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

Contingency Fund	12		250,000	250,000
Revenue Reserves			243,667	366,326
Total Unrestricted Funds			<u>493,667</u>	<u>616,326</u>
Restricted Funds - Building	11	210,050		215,279
- Other	11	45,363		42,962
			<u>255,413</u>	<u>258,241</u>
			<u>749,080</u>	<u>874,567</u>

Approved by the Committee:

..... J.F. Holmes
Director

..... P.H. Lubas
Director

Date: 17 October 2016

Company No: 02691690

The notes set out on pages 13 to 18 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 2016

1. ACCOUNTING POLICIES

a) Basis of Accounting

These financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015).

b) Grants and Donations.

Grant and voluntary income, including charity shop takings, is recognised in full in the Statement of Financial Activities in the financial year in which it is receivable. Income from fundraising events organised by the charity is disclosed net of directly attributable expenditure.

c) Expenditure

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.

d) 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.

e) 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

f) 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.

g) 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 payments made under them are charges to the Income and Expenditure Account in the accounting period for which they are due.

BOBATH CHILDREN'S THERAPY CENTRE WALES

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31ST MARCH 2016

h) 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.

i) Cash Flow Statements

The charity qualifies as a small company under the Companies Act 1985. The directors have elected to take advantage of the exemption under FRS1 not to prepare a cash flow statement.

2. VOLUNTARY INCOME	2016	2015
	£	£
Legacies	964	175,173
Henry Smith's Charity – Clinical Lead Development Post	40,000	40,000
Moondance Foundation	30,000	30,000
Children In Need – Eye-Gaze Sessions	4,950	-
Freemasons' Charity – North Wales Outreach Sessions	13,500	-
Cardiff City Football Club	-	7,865
Smart Solutions	-	16,743
Garfield Weston Foundation	10,000	-
Jane Hodge Foundation	-	10,000
Other Trust Funds and Corporate	120,872	90,461
Sponsor A Child	15,461	15,704
Family Appeal	30,304	-
Other Private Donations	42,356	72,006
	<u>308,407</u>	<u>457,952</u>
3. INCOME FROM CHARITABLE ACTIVITIES	2016	2015
	£	£
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	45,729	45,729
Abertawe Bro Morgannwg UHB	50,929	50,929
Aneurin Bevan HB	75,826	75,826
Other	4,044	4,044
	<u>322,279</u>	<u>322,279</u>
Therapy Courses	12,635	1,575
Annual Ball	10,897	11,196
Marathon Sponsorships	36,047	24,707
Bike Rides and Parachute Jumps	16,600	4,477
Welly Walks	13,149	3,881
Friends of Bobath	12,500	15,000
Other Fundraising Events and Activities	69,430	65,773
	<u>493,537</u>	<u>448,888</u>

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

BOBATH CHILDREN'S THERAPY CENTRE WALES

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2016**

4. INVESTMENT INCOME

	2016	2015
	£	£
Rent Receivable	3,000	-
Bank Deposit Interest	977	791
	<u>3,977</u>	<u>791</u>

5. TOTAL EXPENDITURE

	Fundraising (Inc. Retail)	Charitable Activities	Admin & Other	Total 2016	Total 2015
	£	£	£	£	£
Staff Costs (Note 6)	320,672	473,357	167,967	961,996	905,083
Depreciation	21,630	16,251	8,879	46,760	49,840
Operating Lease Rentals	80,898	518	324	81,740	63,193
Loss on Disposal of Tangible Fixed Assets	2	4	17	23	1,816
Auditor's Remuneration	-	9,600	-	9,600	8,700
Other Amounts Paid to Auditors -Payroll Service	-	-	2,054	2,054	1,743
Other Costs	123,679	70,601	55,388	249,668	212,039
	<u>546,881</u>	<u>570,331</u>	<u>234,649</u>	<u>1,351,841</u>	<u>1,242,414</u>

6. STAFF COSTS

	2016	2015
	£	£
The cost of employing staff was:		
Wages and Salaries	841,999	791,857
Social Security Costs	63,880	61,293
Pension Costs	56,117	51,933
	<u>961,996</u>	<u>905,083</u>

The earnings of one employee totalled over £60,000 during the year, and fell within the band £70,001 – 80,000 (2015 – One in band £70,001 - £80,000). The associated pension cost amounted to £9,959.

No trustees received any remuneration. Expenses were reimbursed to trustees during the year totalled £165 (but see Note 14 for details of other related party transactions).

The average weekly number of employees during the year was:

	2016	2015
Fundraising and Publicity (Inc. Retail)	23	19
Management and Administration	8	8
Therapy	13	11
	<u>44</u>	<u>38</u>

BOBATH CHILDREN'S THERAPY CENTRE WALES

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2016**

7. TANGIBLE FIXED ASSETS

	Freehold Property £	Fixtures & Equipment £	Motor Vehicles £	Total £
COST				
At 1 st April 2015	338,367	384,723	24,749	747,839
Additions	-	16,697	-	16,697
Disposals	-	(1,960)	-	(1,960)
At 31 st March 2016	<u>338,367</u>	<u>399,460</u>	<u>24,749</u>	<u>762,576</u>
DEPRECIATION				
At 1 st April 2015	79,252	204,860	14,085	298,197
Charge for the Year	5,967	38,127	2,666	46,760
Written Off on Disposals	-	(1,937)	-	(1,937)
At 31 st March 2016	<u>85,219</u>	<u>241,050</u>	<u>16,751</u>	<u>343,020</u>
NET BOOK VALUE				
At 31 st March 2016	<u><u>253,148</u></u>	<u><u>158,410</u></u>	<u><u>7,998</u></u>	<u><u>419,556</u></u>
At 31 st March 2015	<u><u>259,115</u></u>	<u><u>179,863</u></u>	<u><u>10,664</u></u>	<u><u>449,642</u></u>

The insurance value of the charity's freehold property at 31st March 2016 was £741,371.

8. DEBTORS AND PREPAYMENTS

	2016 £	2015 £
VAT Repayment Due	-	1,940
LHB Funding Due	-	11,598
Grants Due	30,000	-
Corporate matched Funding Due	-	7,865
Event Income Due / Expenditure Prepaid	5,338	6,591
Gift Aid Tax Refund Due	4,203	4,760
Retail Rents Prepaid	12,704	13,905
Other Debtors and Prepayments	9,041	2,765
	<u><u>61,286</u></u>	<u><u>49,424</u></u>

BOBATH CHILDREN'S THERAPY CENTRE WALES

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2016**

9. CREDITORS: Amounts falling due within one year

	2016	2015
	£	£
Sundry Taxes and Social Security	7,019	-
Audit and Accountancy	9,000	8,400
Event Income Received in Advance	15,081	13,184
LHB Funding Received in Advance	-	4,584
Other Creditors and Accruals	17,172	9,434
	<u>48,272</u>	<u>35,602</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. RESTRICTED FUNDS

	Balance at 01.04.15	<u>Movement In Year</u>		Balance 31.03.16
	£	Income £	Expenditure £	£
Various Grants for Property Extension and Renovation	215,279	-	(5,229)	210,050
Charity of Henry Smith - to meet Additional Therapy Costs:	-	40,000	(40,000)	-
Freemasons' Charity – to fund North Wales Outreach Sessions	-	13,500	(10,125)	3,375
Children In Need – Eye-Gaze Equipment	10,458	-	(2,092)	8,366
Sundry Small Specific Grants for the Purchase of Therapy Equipment, etc	32,504	32,695	(31,577)	33,622
	<u>258,241</u>	<u>86,195</u>	<u>(89,023)</u>	<u>255,413</u>

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Net Current Assets £	Total £
RESTRICTED FUNDS	246,493	8,920	255,413
UNRESTRICTED FUNDS	173,063	320,604	493,667
	<u>419,556</u>	<u>329,524</u>	<u>749,080</u>

The Charity's current stated policy is to maintain a minimum level of £250,000 unrestricted revenue reserves. This is shown on the Balance Sheet in the form of a Contingency Fund (see Page 5).

BOBATH CHILDREN'S THERAPY CENTRE WALES

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31ST MARCH 2016

13. FINANCIAL COMMITMENTS

At 31 March 2016 the Charity had annual commitments under non-cancellable operating leases as follows:

	2016 £	2015 £
Expiry Date		
Within One Year	27,972	5,000
Between One and Five Years	12,000	26,296
After More Than Five Years	<u>16,050</u>	<u>15,000</u>
	<u>56,022</u>	<u>46,296</u>

14. RELATED PARTY TRANSACTIONS

During the year an amount of £479 was paid in respect of first aid training to Lubas Medical Ltd, a company controlled by Mr P.H. Lubas, who is a director of Bobath Children's Therapy Centre Wales.

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.

BOBATH CHILDREN'S THERAPY CENTRE WALES

**DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2016**

	2016	2015
	£	£
INCOME		
Donations – Legacies	964	175,173
General	169,314	184,144
Fundraising Events	127,492	90,456
	<u>297,770</u>	<u>449,773</u>
Grants Receivable	169,260	133,213
LHB Funding	322,279	322,279
Retail Activities	414,396	347,863
Other Promotional Activities	5,639	6,151
Therapy Courses	12,635	1,575
Sundry Income	398	443
Deposit Account Interest Received	977	791
Rent Receivable	3,000	-
	<u>1,226,354</u>	<u>1,262,088</u>
EXPENDITURE: (Pages 20 & 21)		
Establishment Expenses (Head Office)	41,023	39,714
Therapy and Head Office Administration	927,732	920,213
Retail Activities	335,440	245,870
Finance Expenses	47,646	52,602
	<u>(1,351,841)</u>	<u>(1,258,399)</u>
NET SURPLUS / (DEFICIT) FOR THE YEAR	<u><u>(125,487)</u></u>	<u><u>3,689</u></u>

BOBATH CHILDREN'S THERAPY CENTRE WALES**SCHEDULES ACCOMPANYING DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2016**

	2016	2015
	£	£
ESTABLISHMENT EXPENSES (HEAD OFFICE)		
Rates	1,454	1,679
Repairs and Renewals	15,404	14,672
Light and Heat	7,824	6,327
Insurance	4,323	4,838
Cleaning	12,018	12,198
	<u>41,023</u>	<u>39,714</u>

THERAPY AND HEAD OFFICE ADMINISTRATION EXPENSES

Wages and Salaries	682,643	668,512
Employer's N.I.	57,375	55,915
Pension Contributions	54,393	51,449
"Magic Camp" Therapy Programme	4,376	22,261
Motor, Travel and Subsistence	25,201	20,830
Professional Indemnity and Medical Malpractice Insurance	1,570	-
Printing, Postage and Stationery	25,254	28,546
Computer Costs	8,806	7,787
Fundraising and Promotional Costs	14,923	13,700
Staff Welfare	1,552	2,374
Audit and Accountancy	9,600	8,700
Telephone	5,462	5,180
Equipment Hire	1,296	1,296
Subscriptions	3,456	2,346
Sundry Expenses	979	1,457
Recruitment Expenses	4,469	2,819
Staff Training	12,985	15,569
Legal and Professional Fees	11,667	10,402
Family Support Costs	1,725	1,070
	<u>927,732</u>	<u>920,213</u>

BOBATH CHILDREN'S THERAPY CENTRE WALES**SCHEDULES ACCOMPANYING DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2016 (continued)**

	2016	2015
	£	£
RETAIL COSTS		
Wages and Salaries	159,356	123,345
Employer's N.I.	6,505	5,378
Pension Contributions	1,724	484
Coffee Shop Purchases	10,902	-
Merchandise Purchases	-	1,328
Rent and Service Charges	80,444	61,897
Rates	5,966	3,004
Insurance	3,435	2,397
Light and Heat	9,890	5,937
Computer Costs	3,559	2,410
Repairs and Maintenance	4,662	8,051
Telephone	3,458	3,334
Coffee Shop Set-Up Cost Written Off	14,870	-
Printing, Postage and Stationery	1,308	1,746
Subscriptions and Sundries	1,122	-
Motor Expenses	6,731	4,106
Legal and Professional Fees	1,754	1,865
Staff Training and Recruitment	1,477	3,420
Credit Card Charges	2,781	3,058
Cleaning and Staff Welfare	10,153	7,634
Labels, Bags and Packaging Materials	5,343	6,476
	<u>335,420</u>	<u>245,870</u>
FINANCE EXPENSES		
Depreciation of Fixed Assets	46,760	49,840
Loss on Disposal of Fixed Assets	23	1,816
Bank and Credit Card Charges	863	946
	<u>47,646</u>	<u>52,602</u>