



CEREBRAL PALSY PLUS

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31st MARCH 2018

Company Registration Number 3553651

Charity Number 1070079

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

CONTENTS	PAGE(S)
Contents Page	1
Trustees Annual Report	2 - 8
Independent examiner's report to the members	9 - 10
Statement of financial activities (incorporating the Income and expenditure account)	11
Balance sheet	12
Notes to the financial statements	13 - 21
The following pages do not form part of the financial statements	
Detailed statement of financial activities	23

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2018.

Cerebral Palsy Plus is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association. It is incorporated in the United Kingdom.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	CEREBRAL PALSY PLUS
Charity registration number	1070079
Company registration number	3553651
Registered office	The Vassall Centre Gill Avenue Bristol BS16 2QQ

The trustees

The trustees who served the charity during the period are shown below in the trustees report.

Secretary	Ms F Wright
Bankers	Lloyds TSB PO Box 1000 Andover BX1 1LT

NOTE FROM THE TRUSTEES

It is with great sadness that we announce the death of our long standing member and trustee, Sharon Hughes. Sharon passed away peacefully in hospital on 5th January 2018. Sharon will be remembered for her generous contribution of time and knowledge to the charity. She was always compassionate, humorous and knowledgeable and will be greatly missed by us all.

In honour of trustee Sharon Hughes, the trustees have created a new grant fund towards training for employment £1,000, a personal focus for Sharon, who was a careers officer for many years.

We give special thanks to the Utlely Family Foundation, Robert McAlpine Foundation, Starfish Trust, James Tudor Foundation and Barbara Ward Children's Foundation for their ongoing financial support. Without these generous donors and the other donors that have given so generously this year, we could not provide the services we do.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is run by a management committee, all of whom are volunteers with specific skills and experience. The trustees set the charity's strategy to ensure that the vision, aims and objectives are fulfilled. Operational matters are delegated to the Development Co-ordinator and a small team of staff, all of whom are part-time. The trustees regularly review operations with the Development Co-ordinator. The Treasurer and other trustees maintain financial control by working closely with the Development Co-ordinator, who is the charity's most senior employee. All on-line banking is approved by two people who are not related and there are appropriate procedures and safeguards in place for cheques.

The trustees meet on a regular basis, with minutes taken to record matters discussed and decisions made. An annual financial review meeting is held, where the accounts, annual return and annual report are discussed. The charity reviews its purpose and achievements each year.

OBJECTIVES AND ACTIVITIES

To promote the care, welfare, interest, treatment, education, employment and advancement of people with cerebral palsy and others with related disabilities living in Bristol, South Gloucestershire and North Somerset.

To achieve this, our charity provides social, leisure and sports activities and financial and practical support for members.

This report covers from the 1st of April 2017 to the 31st March 2018 and highlights some of our main activities and achievements.

Objectives and Services

Main Objectives

To promote the care, welfare and interest of children, young people and adults affected by cerebral palsy (CP) and offer support towards improved emotional and physical wellbeing, and inclusion.

In providing our services, we have ensured that we meet the Commission's guidance on public benefit, particularly the benefits of improved emotional and physical health. We consult and undertake surveys with our members to prioritise our services and projects in accordance with their needs and the funds available. All our programmes are designed to meet the needs of our members and their families and are therefore free of charge and easy to access. Our activities help to overcome personal and external physical and attitudinal barriers and alleviate loneliness and isolation.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

Through regular contact and building relationships with our members, their parents and other family carers we recognise the different needs that cerebral palsy can create.

In view of this our programmes are varied and tailored to meet these differing needs. This includes

- An evening club which runs 38 times throughout the year (meeting 3 times each month)
- A range of social, sport and leisure activities and day-trips throughout the year for different age groups such as boccia, swimming and outings to places of interest and local attractions.
- A capped financial assistance scheme. Members can apply to our charity for small sums of money and are helped to apply for larger amounts to other grant-givers. This money is used to obtain equipment and other things that improve their lives such as assistive technology, disability aids and equipment. They can also apply for short breaks which offer respite to carers and strengthen families that are under stress.
- An accessible holiday apartment in Portugal is offered for up to four weeks each year to people with cerebral palsy and their families
- A practical support, information and signposting service. This includes the provision of information packs to members, additional inserts and updates.
- Regular newsletters, e-bulletins and an annual review

Achievements and performance

Notable achievements:-

- We improved and extended the range of services and activities provided and introduced a number of new activities in accordance with our business plan 2017-2019.
- We gained 41 new members – this was the highest-ever number of people joining in any year.
- We appointed two new trustees and provided mentoring and other support to help members to become trustees or to represent members of different ages at trustees' meetings.
- Membership of our popular Seals Starfish Swimming Club increased once again.
- The Rolls Royce Apprentice Association adopted us as their Charity of the Year for 2018/9.
- We formalised our volunteer network, and established a "Friends of CPP" Group

Social, Sports and Leisure Activities

Amongst the social, sports and leisure activities that we provided during the year were-

- **For Adults with Cerebral Palsy (including Evening Club Members)** – Boccia sessions, Skittles and Ten-Pin Bowling, Sailing Trip, a day out at Weston Super Mare, a trip to the Pantomime, a Christmas Party, a Science show, Fish 'n Chip nights, meals out at a local eatery/public-house.
- **For Children and Families** - A Day out at the Aquarium, Circus Starr, "All Aboard" Sailing Day, a Multi-Sport and Health and Well-Being Day (with Access Sport), a day-out to the Wild Place and regular hydrotherapy sessions.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

- **For Young Adults** - Drinks at the Watershed, an independent cinema based in Bristol city centre, a Twilight music evening at the zoo and board games in a city centre café.

Structure, Governance and Management

Trustees

- The charity may appoint any person who is willing to act to be a trustee. If someone expresses an interest in becoming a trustee, an application is submitted and the trustees determine if their skills will be complimentary to those already on the Board.
- New trustees are provided with information and a short induction.
- Trustees are offered training on their duties and responsibilities from local voluntary infrastructure organisations.
- Trustees meet monthly and occasional one-off meetings when necessary. They hold a strategic overview of our charity and make decisions on all matters which affect the smooth running and development of our organisation.
- Chair, vice chair, treasurer and secretary have clear responsibilities. Other trustees take on one-off pieces of work as and when it is deemed necessary.

Financial

- Financial procedures are in place for staff and trustees to ensure the safeguarding of funds and ease of recording and reporting
- Accounts are compiled by a bookkeeper, reviewed by the treasurer and regularly presented to the trustees at the monthly meetings. Payroll is completed monthly by an external provider.
- Accounts are completed and reviewed by accountants at the end of the year

Statement on the Charity's reserves

For many years, a large proportion of the money required by our charity has come from sub-letting our building in Dovercourt Road.

In the forthcoming year we are using designated funds set aside to cover ongoing maintenance at the property. We need to keep the property up to regulation standards. We are waiting to understand the MEEs (Minimum Energy Efficiency) regulations and how they impact on our responsibilities as landlord. We expect significant updates to the building may be required including new windows.

The work carried out at the Dovercourt Road property is money well spent. The building is being used as a day-centre for disabled people and will generate £45,000 of our annual income requirement for many years to come. In the current climate, the benefit of such secure and predictable income cannot be emphasised enough.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

It remains our aim to raise and maintain reserves equating to 3 months running costs, given the uncertainty of the fundraising environment the trustees have designated 3 months of funds and closure costs as designated income.

Vilamoura is a time share property in Portugal that is available for breaks for our members.

The current reserves held by the Charity are £123,455 of which £97,014 are designated reserves and £26,441 are funds for delivering services to members.

Staff

- We employ 8 staff all of which are part time
- All candidates are scored on their suitability and given an equal opportunities interview
- All staff are given an induction and training to enable them to fulfil their roles
- Staff receive regular supervision and are appraised annually. Our most senior staff member, who is responsible for the overall day to day running of our charity, has a monthly supervision meeting with the Chair.
- All our staff work conscientiously, and are supported by trustees and volunteers, to achieve agreed targets, objectives and deadlines.

Volunteers

Our small team of staff are assisted by volunteers (which include members, parents and other family members). Our volunteers help staff to plan and run activities, to welcome members and visitors and to offer practical assistance.

Risk Management

Activities - When planning and organising activities, risk assessments are carried out to highlight the levels of risks involved. Currently all our activities are classified as low risk, but we always ensure that we have enough staff and volunteers on hand in case of any emergencies.

Holidays at Villamoura -To ensure that our Holidays offered at Villamoura meet all our insurance obligations we travel to the apartment once every three years to ensure all health and safety meets insurance standards and to review accessibility. One of our Trustees is going to Villamoura in the financial year 2018/19 to inspect the facilities and standards.

Financial - The treasurer and trustees identify financial risks and discuss these at committee meetings. Trustees then take any necessary steps to mitigate these risks.

Employment – Peninsula Business Services advise the trustees on issues connected with employment law to eliminate risks of falling short of employment law and the consequences.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

Financial Review

Each financial year our charity rises to the challenge of ensuring that we generate sufficient income to pay for the services that people with cerebral palsy need.

In the current economic climate, raising donations through our fundraising activities continues to be uncertain and unpredictable.

We therefore set aside sufficient reserves to ensure that, in any worst case scenario, we can still provide support services and activities to members for at least three months.

Our charitable spend was higher than our income for the year, as we utilised funds raised in the prior year to deliver more activities, and higher quality activities, such as a visit to the Concorde museum open to all members.

The charity is a public benefit entity.

Future Plans

- Recruitment of new committee members, particularly people with CP and their carers.
- To raise our profile and awareness of our services in order to increase our membership and the number of people we help.
- To provide at least 6 large-scale activity days and additional discrete/smaller activities for our members.
- To increase the number of activity days and stand-alone activities that we provide by raising the funds required to do this.
- To increase the circulation of newsletters to members and increase the level of involvement from members in the production of our annual review and the development of our charity's website.
- To increase the level of financial assistance to members through existing schemes and additional ways, and to increase the level of assistance provided to members to obtain funding from other grant-giving organisations.
- To further develop our evening club, in association with our members, and to introduce some new ideas and activities proposed by members.
- The provision of information and signposting in different, creative ways.
- To contribute towards holidays and short-breaks for members and their carer(s) through our grant scheme.
- Establish a Young Adult's Group for members aged 18-30, and to involve our young adult members further in age-appropriate activities.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2018

Trustees, Senior Staff and advisors

Trustees

Madeleine Wade (voted in AGM 2013, Chair since November 2016, Acting Chair since April 2016 and Vice Chair since February 2016)

Frances Wright (voted in at AGM December 2013 (Secretary from early 2014)

Clodagh Tunney (voted in at AGM 2014 and Treasurer)

Sharon Hughes (voted in at AGM 2014, deceased January 2018)

Claire Hancock (voted in at AGM 2016)

David Threadingham (voted in at AGM 2017)

Senior Management Staff

Cathy Truman - Development Co-ordinator

Payroll

Nick Bradshaw MAAT, Congresbury Accountancy Services, 30 Wrington Mead
Congresbury, BS49 5BH

Freelance Fundraiser

Carl Concannon, Well House, 6 Fremantle Square, Cotham, Bristol. BS6 5TL

Employment Advisors

Peninsula Business Services, The Peninsula, 2 Cheetham Hill Rd, Manchester, Lancashire M4 4F

Approved by the trustees on 26 November 2018 and signed on their behalf by Clodagh Tunney (CPP Treasurer)

Registered Office

The Vassall Centre
Gill Avenue
Bristol
BS16 2QQ

Signed on behalf of the Trustees



Clodagh Tunney
(Treasurer)

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CEREBRAL PALSY PLUS

YEAR ENDED 31 MARCH 2018

I report on the accounts of Cerebral Palsy Plus for the year ended 31st March 2018, which are set out on pages 11 - 21.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under s. 144(2) of the *Charities Act 2011* (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under s. 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under s. 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with the *Companies Act 2006*, s. 386; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the *Companies Act 2006*, s. 386 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities,

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CEREBRAL PALSY PLUS

YEAR ENDED 31 MARCH 2018

A handwritten signature in black ink that reads "H. Rowe". The signature is written in a cursive style with a period at the end.

Helen Rowe ACA
Helen Rowe Accountancy
Independent Examiner

23 Newlyn Avenue, Stoke Bishop, Bristol, BS9 1BP

26th November 2018

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE
ACCOUNT)**

YEAR ENDED 31 MARCH 2018

	Note	Unrestricted Funds (Note 19) £	Restricted Funds (Note 17) £	Total Funds 2018 £	Total Funds 2017 £
INCOME					
Donations	2	80,382	20,638	101,020	145,149
Other trading activities	2	45,000	-	45,000	45,000
Charitable activities	2	1,209	-	1,209	792
Investment income	3	2	-	2	294
TOTAL INCOME		126,593	20,638	147,231	191,235
EXPENDITURE					
Raising funds	4	17,271	-	17,271	19,371
Charitable activities	5/6	48,775	40,311	89,086	76,665
Governance costs	7	6,843	-	6,843	6,477
Dovercourt property refurbishment	8	37,888	3,000	40,888	34,324
TOTAL EXPENDITURE		110,777	43,311	154,088	136,837
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR AND NET (EXPENDITURE)/INCOME		15,816	(22,673)	(6,857)	54,398
RECONCILIATION OF FUNDS					
Total funds brought forward		107,194	23,118	130,312	75,914
TOTAL FUNDS CARRIED FORWARD		123,010	445	123,455	130,312

The Charity has no recognised gains or losses other than the results for the year as set out above and therefore a statement of total recognised gains and losses has not been prepared.

All of the activities of the Charity are classed as continuing.

The notes on pages 13 to 21 form part of these financial statements.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

AS AT 31 MARCH 2018

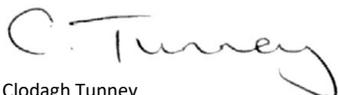
	Note	2018 £	£	2017 £
FIXED ASSETS				
Tangible assets	14		2	2
CURRENT ASSETS				
Cash at bank and in hand		129,305		135,020
Other debtors	15	<u>1,023</u>		<u>1,086</u>
		130,328		136,106
CREDITORS: Amounts falling due within one year	16	(6,875)		(5,796)
NET CURRENT ASSETS			<u>123,453</u>	130,310
TOTAL ASSETS LESS CURRENT LIABILITIES			123,455	130,312
NET ASSETS			<u>123,455</u>	<u>130,312</u>
FUNDS				
Restricted income funds	17		445	23,118
Unrestricted income funds	19		123,010	107,194
TOTAL FUNDS			<u>123,455</u>	<u>130,312</u>

For the year ended 31 March 2018 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain and audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These financial statements were approved by the members of the committee and authorised for issue on the 26th November 2018 and are signed on their behalf by:



Clodagh Tunney
(Treasurer)

Company Registration Number: 3553651

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, the Financial Reporting Standard 102 (FRS 102), and the requirements of the Charities Statement of Recommended Practice (SORP FRS 102) based thereon. The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The charity is a Public Benefit Entity as defined by FRS 102.

Going Concern

At the time of approving the financial statements, the Trustees have an expectation that the charity has adequate resources to continue for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Cash flow statement

The trustees have taken advantage of the exemption of preparing a cash flow statement on the grounds that the charity is small.

Incoming resources

Income is recognised when it is receivable.

Basis of apportionment of expenditure

Expenditure is accounted for on an accruals basis and has been classified under the appropriate headings. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of the resource. Direct costs, including directly attributable salaries are allocated on an actual basis to activities. Overheads and other salaries are allocated on the basis of the time spent. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible fixed assets

All fixed assets are initially recorded at cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment: 33% reducing balance

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

2. OPERATIONAL INCOME

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Donations				
Donations & gifts- unrestricted	80,382	-	80,382	84,779
Donations & gifts - restricted	-	20,638	20,638	60,370
Other trading activities				
Property Income	45,000	-	45,000	45,000
Charitable activities				
Swimming Club	1,209	-	1,209	792
	<u>126,591</u>	<u>20,638</u>	<u>147,229</u>	<u>190,941</u>

3. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Bank interest receivable	<u>2</u>	<u>-</u>	<u>2</u>	<u>294</u>

4. RAISING FUNDS

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Fundraising costs	<u>17,271</u>	<u>-</u>	<u>17,271</u>	<u>19,371</u>

5. CHARITABLE ACTIVITIES EXPENDITURE BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Social, Sport & Leisure Activities	37,349	31,344	68,693	58,930
Evening Club	11,426	8,967	20,393	17,735
	<u>48,775</u>	<u>40,311</u>	<u>89,086</u>	<u>76,665</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

6. CHARITABLE ACTIVITIES EXPENDITURE BY ACTIVITY TYPE

	Activities & Events	Financial Assistance To Members	Total 2018	Total 2017
	£	£	£	£
Social, Sport & Leisure Activities	60,400	8,293	68,693	58,930
Evening Club	20,393	-	20,393	17,735
	<u>80,793</u>	<u>8,293</u>	<u>89,086</u>	<u>76,665</u>

7. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Rent, rates and insurance	1,072	-	1,072	1,059
Staff costs	1,124	-	1,124	1,180
Independent Examiner's fees	600	-	600	-
Legal, accountancy and other	1,174	-	1,174	1,778
Other administrative costs	2,873	-	2,873	2,460
	<u>6,843</u>	<u>-</u>	<u>6,843</u>	<u>6,477</u>

8. DOVERCOURT PROPERTY REFURBISHMENT

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Professional fees	-	-	-	17,823
Building costs	36,840	3,000	39,840	9,960
Other expenses	1,048	-	1,048	6,541
	<u>37,888</u>	<u>3,000</u>	<u>40,888</u>	<u>34,324</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

9. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR AND NET INCOME/(EXPENDITURE)

This is stated after charging:

	2018	2017
	£	£
Independent examiner's fee		
- report on the financial statements	600	-
	<u>600</u>	<u>-</u>

A payment of £600 was due for the independent examiner's fee in 2017, however an overprovision in the prior year resulted in a £nil charge to the P&L in the financial year ending 31 March 2017.

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2018	2017
	£	£
Wages and salaries	44,790	49,250
Social security costs	-	-
Pension costs	189	155
	<u>44,979</u>	<u>49,405</u>

Particulars of employees

The average monthly head count was 8 staff (2017: 8 staff)

The average number of employees during the year, calculated on the basis of full-time equivalents was as follows:

	2018	2017
Number of staff	<u>3</u>	<u>2</u>

No employee received emoluments of more than £60,000 during the year (2017 - Nil)

The charity trustees were not paid and did not receive any other benefits from employment in the year (2017: £nil). One trustee (2017: one trustee) was reimbursed a total of £200 (2017 - £405) taxi expenses for attendance at meetings.

There were no other related party transactions

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

11. FINANCIAL ASSISTANCE TO MEMBERS

The Trustees made grants totalling £8,293 in the year (2017: £3,059), none of these grants exceeded £750 to an individual in either the year ended 31 March 2018 or 31 March 2017.

12. TAXATION

The company is exempt from corporation tax on its income and gains to the extent that these are applied to its charitable objects.

13. OPERATING LEASES

The company leases out our building in Dovercourt. This non-cancellable lease has a remaining term of 6 and a half years but with a break clause option in 2 and a half years where the tenant may terminate the lease.

Future minimum rentals receivable under non-cancellable operating leases until the break clause date are as follows:

	2018	2017
	£	£
Not later than one year	45,000	45,000
Later than one year but not later than five years	65,625	110,625
Later than five years	-	-
	<u>110,625</u>	<u>155,625</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

14. TANGIBLE FIXED ASSETS

	Office Equipment £	Leasehold Property £	Total £
COST			
At 1 April 2017 and 31 March 2018	<u>12,916</u>	<u>1</u>	<u>12,917</u>
DEPRECIATION			
At 1 April 2017	12,915	-	12,915
Charge for the year	-	-	-
At 31 March 2018	<u>12,915</u>	<u>-</u>	<u>12,915</u>
NET BOOK VALUE			
At 31 March 2018	<u>1</u>	<u>1</u>	<u>2</u>
At 31 March 2017	<u>1</u>	<u>1</u>	<u>2</u>

The property is held on a lease from Scope National head office at a peppercorn rent.

15. OTHER DEBTORS

	2018 £	2017 £
Prepayments	<u>1,023</u>	<u>1,086</u>

16. CREDITORS: Amounts falling due within one year

	2018 £	2017 £
Accruals and deferred income	<u>6,875</u>	<u>5,796</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

17. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2017	Incoming Resources	Outgoing resources	Balance at 31 Mar 2018
	£	£	£	£
Champneys Charitable Trust	595	-	595	-
BBC Children in Need	826	-	826	-
Seal Starfish Swimming Club	3,946	-	3,946	-
St Peter's Hospice	250	-	250	-
Boshier Hinton Foundation	1,930	-	1,930	-
Garfield Weston Foundation	1,068	-	1,068	-
John James Bristol Foundation	-	-	-	-
Screwfix Foundation	1,245	-	800	445
Adamson Trust	383	-	383	-
Lewis Ward Trust	1,000	-	1,000	-
Green Hall Foundation	3,400	-	3,400	-
Sylvia Waddilove Foundation	1,000	-	1,000	-
St James Place Foundation	1,000	-	1,000	-
UNUM Charitable Committee	670	-	670	-
People's Health Trust	5,805	1,547	7,352	-
Bruce Wake Charity	-	2,000	2,000	-
Dr Michael and Anna Brynberg	-	5,501	5,501	-
Bernard Sunley Charitable Foundation	-	3,000	3,000	-
James Tudor	-	5,500	5,500	-
Jack Lane Charitable Trust	-	1,000	1,000	-
Financial Assistance Grants	-	2,090	2,090	-
	<u>23,118</u>	<u>20,638</u>	<u>43,311</u>	<u>445</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

18. PENSION COMMITMENTS

The company makes pension contributions under the guidelines of Auto-Enrolment

	2018	2017
	£	£
Employees Contribution	151	113
Employer's Contribution	<u>189</u>	<u>155</u>
	<u>340</u>	<u>268</u>

19. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2017	Net incoming/ (outgoing) resources	Balance at 31 Mar 2018
	£	£	£
General funds	<u>107,194</u>	<u>15,816</u>	<u>123,010</u>

20. DESIGNATED FUNDS

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Dovercourt property refurbishment				
Boiler reserve	-	-	-	42,240
Ongoing maintenance/upgrades	60,000	-	60,000	10,000
Reserves held in case of closure	34,640	-	34,640	34,640
Training	1,000	-	1,000	-
Vilamoura	1,374	-	1,374	1,374
	<u>97,014</u>	<u>-</u>	<u>97,014</u>	<u>88,254</u>
Undesignated funds for delivering services to members	25,996	445	26,441	42,058
Total funds	<u>123,010</u>	<u>445</u>	<u>123,455</u>	<u>130,312</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

21. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Other net assets	Total
	£	£	£
Restricted funds			
General funds	-	445	445
Unrestricted funds			
Fixed asset fund	2	-	2
General funds	-	123,008	123,008
	<u>2</u>	<u>123,453</u>	<u>123,455</u>

22. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

MANAGEMENT INFORMATION

YEAR ENDED 31 MARCH 2018

**The following pages do not form part of the statutory financial statements which are the subject of
the independent examiner's report.**

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

MANAGEMENT INFORMATION

YEAR ENDED 31 MARCH 2018

	2018	2017
	£	£
INCOMING RESOURCES		
Donations & gifts - unrestricted	80,382	84,779
Specific Donations	20,638	60,370
Seal and Starfish Swimming Club	1,209	792
Property income	45,000	45,000
	147,229	190,941
INVESTMENT INCOME	2	294
TOTAL INCOMING RESOURCES	147,231	191,235
RESOURCES EXPENDED		
Fundraising costs	17,271	19,371
	17,271	19,371
GOVERNANCE COSTS		
Staff cost	1,124	1,180
Rent, rates and insurance	1,072	1,059
Independent examiners fees	600	-
Legal, Accountancy and other professional fees	1,174	1,778
Depreciation	-	-
Other administrative costs	2,873	2,460
	6,843	6,477
CHARITABLE ACTIVITIES		
Staff costs - wages and salaries	32,283	28,361
Staff costs - Evening club	11,572	8,289
Staff costs - employers NIC	-	-
Communication	5,107	6,079
Financial assistance to members	8,293	3,059
Evening Club – accessible activities	8,821	9,447
Seal and Starfish Swimming Club	7,124	5,777
Office rent and services	4,894	-
Other activities	4,223	6,919
Other costs	6,769	8,734
	89,086	76,665
TOTAL RESOURCES EXPENDED EXCLUDING DOVERCOURT PROPERTY REFURBISHMENT	113,200	102,513
NET (OUTGOING)/INCOMING RESOURCES EXCLUDING THE DOVERCOURT PROPERTY REFURBISHMENT	34,031	88,722
DOVERCOURT PROPERTY REFURBISHMENT		
Legal fees	-	17,823
Building costs	39,840	9,960
Other costs	1,048	6,541
	40,888	34,324
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR	(6,857)	54,398