



# **CEREBRAL PALSY PLUS**

**COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**31st MARCH 2021**

**Company Registration Number 3553651**

**Charity Number 1070079**

**CEREBRAL PALSY PLUS  
COMPANY LIMITED BY GUARANTEE**

**YEAR ENDED 31 MARCH 2021**

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**CEREBRAL PALSY PLUS  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2021**

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 2021.

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 Sonia Fu

**Bankers** Lloyds TSB  
PO Box 1000  
Andover BX1 1LT

**CEREBRAL PALSY PLUS  
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**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Cerebral Palsy Plus is run by a management committee, all of whom are volunteers.

The trustees that run our charity include service-users/members and carers. 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 trustees maintain financial control by working closely with the Development Co-ordinator, who is the charity's longest serving and most senior employee. All on-line banking is authorised by two people who are not related and there are similar procedures and safeguards for cheque payments.

The trustees meet on a regular basis at least 10 times per year. Minutes are taken to record matters discussed, decisions and action required. An annual financial review meeting is held, where the accounts, annual return and annual report are discussed. The trustees review service provision, achievements and outcomes throughout the year.

**OBJECTIVES AND ACTIVITIES**

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

To achieve this our charity provides social, leisure and sports activities, respite breaks, mobility/disability aids and assistive equipment, information, signposting, financial assistance, practical support, training, learning and work experience opportunities, and a remote and face-to-face talking therapy service.

This report covers from the 1 April 2020 to 31 March 2021 and highlights some of our main activities and achievements.

**Projects, Services & Activities**

All our projects, service and activities improve the welfare of children, young people and adults affected by cerebral palsy (CP). Amongst other things they improve emotional and physical well-being and promote 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 physical and attitudinal barriers, improve confidence, skills and well-being and alleviate loneliness and isolation.

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**YEAR ENDED 31 MARCH 2021**

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

In view of this our programmes are varied and tailored to meet these differing needs. Everything that we provide for our members is free of charge. Our programme includes:-

- A Friendship club which is held on 36 evenings throughout the year (3 times each month)
- Swimming and physiotherapy sessions for children (0-16 years), who are members of our Seals Starfish Club, at a local hydrotherapy pool. Family members are welcome to attend and participate.
- A range of social, sport and leisure activities and day-trips throughout the year for different age-groups such as sailing, Boccia, multi- sport taster days, enjoying meals with group members at local eateries, and day-trips to places of interest and local attractions.
- A capped financial assistance scheme. Members can apply for small sums of money and are helped to complete application forms to obtain additional funds and larger amounts from other grant-giving organisations. Money received is mainly 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 experiencing stress.
- An accessible time-share holiday apartment in Villamoura, Portugal is offered for up to four weeks each year to members and their carers (family members), free-of-charge. This enables our charity to provide occasional respite holiday breaks for our members.
- A practical support, information and signposting service. This includes the provision of information packs to members, additional inserts and updates.
- Newsletters, weekly e-bulletins and an annual review
- Volunteering, training and work experience opportunities.

**Achievements and performance**

**Notable achievements**

We improved and extended the range of services and activities provided and introduced new activities and services in accordance with goals set in our business plan 2017-2021.

Our membership reached an all-time high of 360 members.

We provided mentoring and associated support to enable members to become trustees, or act as representatives or ambassadors, and we provided work experience opportunities for young adult members.

Membership of our popular Seals Starfish Swimming Club has remained stable despite losing our permanent home.

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**YEAR ENDED 31 MARCH 2021**

**Social, Sports and Leisure Activities**

Despite this being a year of unprecedented challenges due to the Coronavirus pandemic we were still able to offer our members support to enjoy Social, Sport and Leisure activities.

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

- A weekly Zoom Friendship Club
- A lively and entertaining Online Christmas party/AGM
- Zoom Social Events- such as a Magic night & Valentines quiz
- Group attendance at the online Global Christmas Party
- Individual Day trips to local attractions such as the Aquarium, Zoo, Wild Place & Noah's Ark for members and their families
- Individual Sailing Slots for 25 members and their families
- Zoom peer support groups on a weekly basis
- Telephone support-provided at a frequency to suit individual members
- Swimming Sessions held on an "ad hoc" basis at a local Hydrotherapy pool when availability and restrictions permitted
- Interactive story telling sessions for younger members via Zoom

**Structure, Governance and Management**

**Trustees**

The charity may appoint any person who is willing to undertake the responsibilities of being a trustee. If a person expresses interest in becoming a trustee, a formal application is submitted and the trustees determine if their skills and experience will complement those already on the Board.

New trustees are provided with an information pack and given induction.

We offer basic and enhanced training to trustees about their duties and responsibilities. This is provided by local voluntary infrastructure organisations.

Trustees meet monthly and additional meetings are held when required. They hold a strategic overview of our charity and make decisions on all matters which affect the smooth running and development of our organisation.

The Chair, vice-chair, treasurer and secretary have clear responsibilities. Other trustees take the lead for specific work and projects, such as property and HR.

**Financial**

Financial procedures are in place for staff and trustees to ensure safeguarding of funds, recording information and producing reports.

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**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2021**

Accounts are compiled by a book-keeper, reviewed by the treasurer and presented regularly to the trustees at their monthly meetings. Payroll is completed each month by an external provider.

Financial accounts are finalised and reviewed by an independent accountant following the year-end.

**Statement on the Charity's reserves**

A large proportion of the money required by our charity comes from sub-letting a large, commercial building in Dovercourt Road, Bristol.

Funds have been set aside to cover ongoing maintenance of the Dovercourt Road property to comply with regulations and improve standards. We understand the MEEs (Minimum Energy Efficiency) regulations and their impact on our responsibilities as landlord. We have been informed that the entire roof must be repaired or replaced, and this may possibly be a six-figure sum. In addition to this, previously identified improvements and repairs need to be completed such as the installation of further PVC windows and improving insulation and other energy-efficiency measures.

Money spent on our Dovercourt Road property will ensure we receive significant rental income both now and in the future.

The building is currently used as a day-centre for disabled people and will generate £45,000 of our annual income requirement for years to come. Given the current economic climate and unpredictability of donations from fundraising work, the benefit of such secure and predictable income cannot be emphasised enough.

The charity liaises regularly with the tenant about the repair and renovation work which is required to the premises and retain designated funds to cover the charity's potential exposure to costs which may be incurred in the year ahead.

The trustees aim to hold reserves equating to at least **6 months** running costs. Given the further uncertainty of raising funds from grants and donations, as a consequence of Covid-19 the trustees agreed to set aside **6 months** of annual expenditure and closure costs as designated income.

The reserves held by the Charity are £272,054 of which £137,014 are designated reserves, £19,700 are restricted income funds and £115,340 are undesignated funds which can be used in unrestricted ways to deliver new and existing services to members.

**Staff**

We employ eleven staff all of which are part time. Seven of them work five hours a week or less.

All staff are given full induction and training to equip them to fulfil their roles and responsibilities.

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 regular supervision meeting with the Chair.

Staff are supported by trustees and volunteers, to help them achieve agreed targets, objectives and deadlines.

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2021**

**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 various activities, to welcome members and visitors and to offer practical assistance. We offer volunteering opportunities for members, their carers and anyone else who wishes to assist our charity in such a way.

**Risk Management**

**Activities** - When planning and organising activities, accessibility and risk assessments are carried out to highlight the levels of risk and action required. Currently all our activities are classified as low risk, but we always ensure that we have sufficient staff and volunteers in attendance to deal with any eventualities.

**Holidays at Villamoura** -To ensure that our Holidays offered at Villamoura meet all our insurance obligations we aim to travel to the apartment once every three years to ensure all health and safety meets insurance standards and to review accessibility.

**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 the risk of failure to comply with employment law and the consequences.

**Impact of COVID-19**

COVID-19 was declared a world pandemic in March 2020 and we are aware of the impact that this may have on the charity and its members. Prompt and appropriate action was taken in response to the pandemic, including:-

- Ensuring all staff had the option of working safely from home, where appropriate
- Utilising the Government's furlough scheme for staff who are unable to carry out their work from home
- Ensuring staff had increased points of contact with as many of our members as possible, and introducing virtual meetings to allow members the opportunity to communicate with staff and other members
- Providing regular guidance and signposting to members on compliance with the regulations and what services are available to support them.
- Introduction and maintenance of a remotely provided talking-therapy and information-giving service. This demonstrated the charity's creativity, flexibility and adaptability, as well as its ability to act quickly in meeting the needs of members/service-users experiencing greater loneliness and isolation due to the Coronavirus lockdown rules and the need for them, as a vulnerable group, to shield.



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**YEAR ENDED 31 MARCH 2021**

The ongoing impact of COVID-19 remains uncertain but we are committed to providing ongoing support to our members to mitigate the impact of the virus on them. We adapted our offer to our members throughout this year as Government Guidance changed and we were able to offer certain things at different stages throughout the year. We have been guided by our membership throughout, listening to their views and supporting them to stay in touch with one another and countering social isolation.

The Staff Team have responded well to the challenges and proved flexible and supportive to one another.

**Financial Review**

Our charity is a public benefit entity.

Our staff and trustees work hard to ensure that we raise sufficient income to pay for the services and activities that our members need.

Raising donations through our fundraising work continues to be uncertain and unpredictable.

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

This year, the amount raised from donations and grants was £135,181, slightly lower than the previous year, but still demonstrates an excellent performance from our fundraising team. This reflects our growing reputation for good service provision, benefits and outcomes. It also testament to the skills and dedication of staff and volunteers who help to raise funds and raise awareness about our work.

**Future Plans**

Our plans for the future include:-

- Recruitment of one further trustee, particularly service-users/member or carer.
- To raise our charity's profile and greater awareness of our services, primarily through our website and social media.
- To continue to increase our membership and the number of people we help, particularly people living in rural and outlying areas.
- To acquire additional workspace to provide training, volunteering and work experience opportunities for our members. This will also improve accessibility and safety and enable us to store more equipment.
- To organise a "Cerebral Palsy Got Talent" Event on World Cerebral Palsy Day in Oct 2022
- To hold a Strategic Planning & Creativity Day for staff, trustees and members to shape and develop our projects and services over the coming years.

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**YEAR ENDED 31 MARCH 2021**

- To review and develop our fundraising structure and strategy-this key piece of work will be undertaken by our newly recruited fundraiser
- To ensure young members are heard and their views are reflected in the services we provide, we aim to recruit two youth ambassadors from within our membership.
- To maintain the successful remotely-provided talking therapy and information giving service. This was launched to alleviate loneliness and isolation experienced by members due to Coronavirus restrictions and has been proven to be valuable even as restrictions ease.

**Trustees, Senior Staff and advisors**

**Trustees**

Frances Wright (Chair from 2 October 2020)

Claire Hancock (Chair until 2 October 2020)

David Threadingham ( Vice-Chair)

Ian Thomas

Sonia Fu

Julia Williams

James Barrell (Treasurer)

**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 1 December 2021 and signed on their behalf by



James Barrell, Treasurer

**CEREBRAL PALSY PLUS  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT**

**YEAR ENDED 31 MARCH 2021**

I report on the accounts of Cerebral Palsy Plus for the year ended 31<sup>st</sup> March 2021, which are set out on pages 12 - 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  
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**INDEPENDENT EXAMINER'S REPORT**

**YEAR ENDED 31 MARCH 2021**

A handwritten signature in blue ink that reads "H Rowe". The signature is written in a cursive style with a large 'H' and 'R'.

Helen Rowe ACA  
Helen Rowe Accountancy  
Independent Examiner

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

1 December 2021

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

**YEAR ENDED 31 MARCH 2021**

	<b>Note</b>	<b>Unrestricted Funds (Note 19) £</b>	<b>Restricted Funds (Note 17) £</b>	<b>Total Funds 2021 £</b>	<b>Total Funds 2020 £</b>
<b>INCOME</b>					
Donations	2	<b>103,681</b>	<b>31,500</b>	<b>135,181</b>	143,918
Other trading activities	2	<b>45,000</b>	-	<b>45,000</b>	45,000
Charitable activities	2	<b>2,954</b>	-	<b>2,954</b>	1,205
Investment income	3	-	-	-	-
<b>TOTAL INCOME</b>		<b>151,635</b>	<b>31,500</b>	<b>183,135</b>	190,123
<b>EXPENDITURE</b>					
Raising funds	4	<b>22,378</b>	-	<b>22,378</b>	24,458
Charitable activities	5/6	<b>65,890</b>	<b>18,500</b>	<b>84,390</b>	114,215
Governance costs	7	<b>12,019</b>	-	<b>12,019</b>	5,570
Dovercourt property costs	8	<b>3,425</b>	-	<b>3,425</b>	3,799
<b>TOTAL EXPENDITURE</b>		<b>103,712</b>	<b>18,500</b>	<b>122,212</b>	148,042
<b>NET INCOME FOR THE YEAR</b>		<b>47,923</b>	<b>13,000</b>	<b>60,923</b>	42,081
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<b>204,431</b>	<b>6,700</b>	<b>211,131</b>	169,050
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>252,354</b>	<b>19,700</b>	<b>272,054</b>	211,131

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 14 to 21 form part of these financial statements.**

**CEREBRAL PALSY PLUS  
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**BALANCE SHEET**

**AS AT 31 MARCH 2021**

	Note	2021		2020
		£	£	£
<b>FIXED ASSETS</b>				
Tangible assets	14		<b>164</b>	246
<b>CURRENT ASSETS</b>				
Cash at bank and in hand		<b>273,646</b>		209,721
Other debtors	15	<b>1,858</b>		7,194
		<b>275,504</b>		216,915
<b>CREDITORS: Amounts falling due within one year</b>				
	16	<b>(3,614)</b>		(6,030)
<b>NET CURRENT ASSETS</b>			<b>271,890</b>	210,885
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b>272,054</b>	211,131
<b>NET ASSETS</b>			<b>272,054</b>	<b>211,131</b>
<b>FUNDS</b>				
Restricted income funds	17	<b>19,700</b>		6,700
Unrestricted income funds	19	<b>252,354</b>		204,431
<b>TOTAL FUNDS</b>			<b>272,054</b>	<b>211,131</b>

For the year ended 31 March 2021 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 1 December 2021 and are signed on their behalf by:



James Barrell (Treasurer)  
Company Registration Number: 3553651

**CEREBRAL PALSY PLUS  
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**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**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:        25% reducing balance

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**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**2. OPERATIONAL INCOME**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>Donations</b>				
Donations & gifts- unrestricted	103,681	-	103,681	99,998
Donations & gifts - restricted	-	31,500	31,500	43,920
<b>Other trading activities</b>				
Property income	45,000	-	45,000	45,000
<b>Coronavirus job retention scheme</b>	2,954	-	2,954	-
<b>Charitable activities</b>				
Swimming Club	-	-	-	1,205
	<u>151,635</u>	<u>31,500</u>	<u>183,135</u>	<u>190,213</u>

**3. INVESTMENT INCOME**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Bank interest receivable	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**4. RAISING FUNDS**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Fundraising costs	22,378	-	22,378	24,458
	<u>22,378</u>	<u>-</u>	<u>22,378</u>	<u>24,458</u>

**5. CHARITABLE ACTIVITIES EXPENDITURE BY FUND TYPE**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Social, Sport & Leisure Activities	63,493	18,500	81,993	101,155
Evening Club	2,405	-	2,405	13,060
	<u>65,898</u>	<u>18,500</u>	<u>84,398</u>	<u>114,215</u>



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**NOTES TO THE ACCOUNTS  
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**6. CHARITABLE ACTIVITIES EXPENDITURE BY ACTIVITY TYPE**

	<b>Activities &amp; Events</b>	<b>Covid Support</b>	<b>Financial Assistance</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Social, Sport & Leisure Activities	<b>43,500</b>	<b>31,887</b>	<b>6,606</b>	<b>81,993</b>	101,155
Evening Club	<b>2,405</b>	-	-	<b>2,405</b>	13,060
	<b>45,905</b>	<b>31,887</b>	<b>6,606</b>	<b>84,398</b>	114,215

**7. GOVERNANCE COSTS**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Rent, rates and insurance	<b>5,038</b>	-	<b>5,038</b>	1,133
Staff costs	<b>4,055</b>	-	<b>4,055</b>	1,327
Independent examiner's fees	<b>352</b>	-	<b>352</b>	750
Legal, accountancy and other	<b>2,292</b>	-	<b>2,292</b>	803
Depreciation	<b>82</b>	-	<b>82</b>	82
Other administrative costs	<b>200</b>	-	<b>200</b>	1,475
	<b>12,019</b>	-	<b>12,019</b>	5,570

**8. DOVERCOURT PROPERTY COSTS**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Professional fees	<b>1,948</b>	-	<b>1,948</b>	1,680
Building costs	<b>1,477</b>	-	<b>1,477</b>	1,467
Other expenses	-	-	-	652
	<b>3,425</b>	-	<b>3,425</b>	3,799

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**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**9. NET INCOME FOR THE YEAR**

**This is stated after charging:**

	<b>2021</b>	2020
	<b>£</b>	£
Depreciation	<b>82</b>	82
Independent examiner's fee - report on the financial statements	<b>600</b>	750
	<u><b>600</b></u>	<u>750</u>

**10. STAFF COSTS AND EMOLUMENTS**

**Total staff costs were as follows:**

	<b>2021</b>	2020
	<b>£</b>	£
Wages and salaries	<b>64,665</b>	66,919
Social security costs	-	-
Pension costs	<b>690</b>	696
	<u><b>65,355</b></u>	<u>67,615</u>

**Particulars of employees**

The average monthly head count was 10 staff (2020: 11 staff)

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

	<b>2021</b>	2020
Number of staff	<u><b>4</b></u>	<u>4</u>

No employee received emoluments of more than £60,000 during the year (2020 - Nil)

The charity trustees were not paid and did not receive any other benefits from employment in the year (2020: £nil). No trustees were reimbursed expenses in the current or prior year.

There were no other related party transactions

**CEREBRAL PALSY PLUS  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**11. FINANCIAL ASSISTANCE TO MEMBERS**

The Trustees made grants totalling £6,606 in the year (2020: £9,852), none of these grants exceeded £999 to an individual in either the year ended 31 March 2021 or 31 March 2020.

**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 Road. This non-cancellable lease has a remaining term of 4 and a half years.

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

	<b>2021</b>	2020
	<b>£</b>	£
Not later than one year	<b>45,000</b>	20,625
Later than one year but not later than five years	<b>157,500</b>	-
Later than five years	-	-
	<u><b>202,500</b></u>	<u>20,625</u>

**CEREBRAL PALSY PLUS  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**14. TANGIBLE FIXED ASSETS**

	<b>Office Equipment</b>	<b>Leasehold Property</b>	<b>Total</b>
	£	£	£
<b>COST</b>			
At 1 April 2020	<b>13,438</b>	<b>1</b>	<b>13,439</b>
Additions	-	-	-
At 31 March 2021	<u><b>13,438</b></u>	<u><b>1</b></u>	<u><b>13,439</b></u>
<b>DEPRECIATION</b>			
At 1 April 2020	<b>13,193</b>	-	<b>13,193</b>
Charge for the year	<b>82</b>	-	<b>82</b>
At 31 March 2021	<u><b>13,275</b></u>	<u>-</u>	<u><b>13,275</b></u>
<b>NET BOOK VALUE</b>			
At 31 March 2021	<u><b>163</b></u>	<u><b>1</b></u>	<u><b>164</b></u>
At 31 March 2020	<u>245</u>	<u>1</u>	<u>246</u>

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

**15. OTHER DEBTORS**

	<b>2021</b>	<b>2020</b>
	£	£
Other debtors and prepayments	<u><b>1,858</b></u>	<u>7,193</u>

**16. CREDITORS: Amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	£	£
Accruals and deferred income	<u><b>3,614</b></u>	<u>6,030</u>

**CEREBRAL PALSY PLUS  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**17. RESTRICTED INCOME FUNDS**

	<b>Balance at 1 Apr 2020</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Balance at 31 Mar 2021</b>
	£	£	£	£
Toyota Charitable Foundation	1,700		-	<b>1,700</b>
Screwfix Foundation	5,000		-	<b>5,000</b>
BBC Children in Need	-	3,000	(3,000)	-
Groundwork	-	2,000	(2,000)	-
Starfish	-	6,000	-	<b>6,000</b>
Weinstock Fund	-	4,000	-	<b>4,000</b>
Douglas Arter Trust	-	500	(500)	-
Sweetpea Charity	-	1,000	-	<b>1,000</b>
Nineveh Trust	-	2,000	-	<b>2,000</b>
Global Charitable Mission	-	13,000	(13,000)	-
	<u>6,700</u>	<u>31,500</u>	<u>(18,500)</u>	<u><b>19,700</b></u>

**18. PENSION COMMITMENTS**

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

	<b>2021</b>	<b>2020</b>
	£	£
Employees Contribution	<b>921</b>	928
Employer's Contribution	<b>690</b>	696
	<u><b>1,611</b></u>	<u>1,624</u>

There were no unpaid pension contributions at the year-end (2020: £nil)

**19. UNRESTRICTED INCOME FUNDS**

	<b>Balance at 1 Apr 2020</b>	<b>Net income</b>	<b>Balance at 31 Mar 2021</b>
	£	£	£
General funds	<u>204,431</u>	<u>47,923</u>	<u><b>252,354</b></u>

**CEREBRAL PALSY PLUS  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**20. ANALYSIS OF FUNDS**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>Designated Funds</b>				
<b>Dovercourt property refurbishment</b>				
Dilapidation fund	75,000	-	75,000	60,000
<b>Reserves held in case of closure</b>	<b>34,640</b>	-	<b>34,640</b>	34,640
<b>Training</b>	<b>1,000</b>	-	<b>1,000</b>	1,000
<b>Youth Engagement Fund</b>	<b>20,000</b>	-	<b>20,000</b>	20,000
<b>Villamoura</b>	<b>1,374</b>	-	<b>1,374</b>	1,374
<b>Covid Support Fund</b>	<b>20,000</b>	-	<b>20,000</b>	20,000
<b>Job Creation Fund</b>	<b>20,000</b>	-	<b>20,000</b>	20,000
	<u>172,014</u>	<u>-</u>	<u>172,014</u>	<u>157,014</u>
<b>Undesignated funds for delivering services to members</b>	<b>80,340</b>	-	<b>80,340</b>	47,417
<b>Restricted funds (see note 17)</b>	-	<b>19,700</b>	<b>19,700</b>	6,700
<b>Total funds</b>	<u>252,354</u>	<u>19,700</u>	<u>272,054</u>	<u>211,131</u>

**21. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Tangible fixed assets £	Other net assets £	Total £
<b>Restricted funds</b>			
General funds	-	19,700	<b>19,700</b>
<b>Unrestricted funds</b>			
Fixed assets	164	-	<b>164</b>
General funds	-	252,190	<b>252,190</b>
	<u>164</u>	<u>252,290</u>	<u>272,054</u>

**22. COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee.