

**Headway East Lothian
Receipts & Payments
For the year ended 31st March 2014**

Scottish Charity Number SC035535

	Unrestricted Funds	Restricted Funds	TOTAL 2014	2013
Receipts				
Grants				
Lloyds TSB Foundation of Scotland		4000.00	4000.00	5000
Elizabeth Franklin Moore & Star Foundation	5000.00		5000.00	
Donations				
Peter Clark	12608.10		12608.10	0
John Lewis Scheme	814.00		814.00	0
Christine MaClean	550.00		550.00	0
Musselburgh & Inveresk Comm. Council.	400.00		400.00	0
Other Donations	3973.00		18344.67	2150
Receipts from Fund Raising Activities				
Fund Raising	9638.50		9638.50	8361
1	Income from Investments	671.12	671.12	856
2	Income from Other Charitable Activities	1913.00	1913.00	113
		<u>35567.72</u>	<u>4000.00</u>	<u>39567.72</u>
				<u>29080</u>
Payments				
Expenses on Charitable Activities				
Development Officers Salary & Expenses	21243.48	4000.00	25243.48	26167
Therapists/Speaker Arts & Crafts)	359.47	1840.77	2200.24	1272
Travel Expenses to Meetings & Outings	1801.07	549.38	2350.45	3207
Outings	989.13	0.00	989.13	2249
Room Hire	2149.15	0.00	2149.15	1946
3	Other	2915.68	924.10	3839.78
				11970
Expenses for Fund Raising Activities				
4	Expenses	1222.26	0.00	1222.26
				112
Governance				
Independent Examiners Fees			0.00	0
		<u>30680.24</u>	<u>7314.25</u>	<u>37994.49</u>
				<u>46923</u>
Net Receipts/(Payments)	4887.48	-3314.25	1573.23	
Opening Balance	39657.34	8992.00	48649.34	
Transfer Between Funds	0.00	0.00	0.00	
Closing Balances	<u>44544.82</u>	<u>5677.75</u>	<u>50222.57</u>	

Notes:

- 1** Income from Investments is the bank interest and interest received on the Scottish Widows Accounts
- 2** Other Income - is from refunds from outings and other activities where attendees have refunded the charity.
- 3** Other Expenses - are all other expenses in the pursuit of the charities activities.
- 4** Fund Raising Expense - are made up from the activities carried out to raise funds including the catering and the Golf Day fees & costs.

**Statement of Assets and Liabilities
For the year ended 31st March 2014**

ASSETS	Unrestricted Funds	Restricted Funds	TOTAL 2014	Total 2013
Cash Balances				
RBS Treasurers Account	30834.86	5677.75	36512.61	48647
Scottish Widows	13509.96	0.00	13509.96	
Petty Cash Account	200.00	0.00	200.00	
	<u>44544.82</u>	<u>5677.75</u>	<u>50222.57</u>	48647

Nature & Purpose of Funds

During the financial year we received an award of £4000 (a Henry Duncan award from Lloyds TSB Foundation for Scotland) which was restricted to contributing towards paying the salary of the Development Officer.

The balance of the grants from Awards For All and 'Paths For All' has to be spent as specified and can not be used for salaries.

Trustee Expenses

There was one payment to a charity trustee for the production of the monthly news letter (£472).

General Notes

The members of the Management Committee, which meets monthly, are its trustees. The Development Officer attends Committee Meetings but is neither a member of the Committee nor a Trustee. HEL is affiliated to Headway The Brain Injury Association (Headway UK), Registered Charity No 1025852. Headway UK is a Company limited by guarantee registered in England No 2346893. The address is Bradbury House, 190 Bagnall Road Old Basford, Nottingham, Nottinghamshire NG6 8SF

Our Policy of building up a reserve of around £30,000 which would allow us to fund a PT employee for a year, has proved to be a prudent one. We have only partially replaced the Big Lottery funding for the PT employee and this reserve is now being run down to enable us to continue funding our Development Officer who is vital to HEL continuing to provide the services it does.

We are disappointed that some funders, are not prepared to consider making awards to prudent charities who have saved for a 'rainy day'. In the unlikely event of our income allowing us to; we will revert to rebuilding our reserves.

Signed on behalf of the trustees of Headway East Lothian:

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Treasurer

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Date