

REGISTERED COMPANY NUMBER: 4058774 (England and Wales)
REGISTERED CHARITY NUMBER: 108302

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012
FOR
WHOOPSADAISY BRIGHTON**



Cardens Accountants LLP
73 Church Road
Hove
East Sussex
BN3 2BB

WHOOPSADAIKY BRIGHTON

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WHOOPSADAISSY BRIGHTON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2012

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

4058774 (England and Wales)

Registered Charity number

1083024

Registered office

41 Church Road
Hove
East Sussex
BN3 2BE

Trustees

Mrs N Holland – resigned Aug 2013
J W Orrell

M Whittingham
T Fenton

P James FCCA
Ms H Palmer

Company Secretary

Mrs N Holland

Independent Examiner

Barry Carden FCCA
Cardens Accountants LLP
73 Church Road
Hove
East Sussex
BN3 2BB

Directors

~~Mrs N Holland~~
J W Orrell
M Whittingham

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The constitution was dated 23rd August 2000, the company was incorporated on 23 August 2000 and the liability of each member, in the case of the company being wound up, is limited to £10

Recruitment and appointment of new trustees

To enhance the potential pool of trustees the Charity advertises for volunteers. The Charity seeks to match the skills of volunteers to the immediate needs.

Understanding of cerebral palsy, motor impairments, children therapy, along with business experience, are well represented within the Charity. In the event of particular skills being lost through retirement, individuals are approached to offer themselves for election to the Council.

Induction and training of new trustees

The Company Secretary advises new trustees about their duties as trustees. Whenever possible they will work alongside the retiring trustee to experience the duties required and to become familiar with the range of work undertaken by the Charity.

WHOOPSADAISSY BRIGHTON

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2012

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational Structure and Appointment of Trustees

The directors' of the company are also the Charity's trustees for the purposes of charity law. Under the Memorandum and Articles of Association the trustees have control for the Charity and its property and funds. One third of the Trustees must retire at each AGM the longest in office retiring first and the choice between any of equal service being made by drawing lots.

Related parties

None known

Risk management

The trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Internal risks are minimised by the maintenance of procedures for the authorisation of all transactions and projects. Detailed financial reports are a feature of every meeting as are monthly update reports to the Chair.

OBJECTIVES AND ACTIVITIES

Objectives aims and significant activities

The Charity was founded in 2000 to provide children suffering with cerebral palsy and other motor impairments access to conductive education and therapy. The Charity seeks to ensure that these aims are reflected in the diversity of the trustees. The objectives and principal activities are to

- a) To develop and maintain a facility where children with cerebral palsy and other motor disorders can develop, grow and learn to be independent
- b) To provide access to conductive education in its fullest form as a unified system of rehabilitation for people with neurological disorders such as cerebral palsy, spina bifida, dyspraxia or other physical conditions
- c) To advise and teach 'hands on' parents, carers, teachers and support assistants how to enable children to access their environment more independently

Significant activities

The Trustees have complied with the duty in Section 4 of the Charities Act 2006 and have due regard to public benefit guidance published by the Charities Commission

Whoopsadaisy provides the following Conductive Education services for children with cerebral palsy and other motor impairments: Parent and Child groups for under-fives (formerly known as School for Parents), Holiday Clubs, Saturday School and Outreach.

Parent and Child groups at Whoopsadaisy help young children with physical disabilities, aged from 0 to 5 years. The children attend sessions with their mum, dad or carer once a week (during term time). The sessions are very hands on for parents so they learn how to help their children to maximize and further develop their physical skills in their everyday life at home.

Our Holiday Clubs are held during school holidays for children aged 5-12 years who have cerebral palsy or other motor impairment. We aim to help the children develop new physical skills, become more independent, and also make friends and have fun in a Conductive Education setting.

Saturday School at Whoopsadaisy is run twice a month, during term time. It is mainly aimed at children with physical disabilities in mainstream education who need stretches and special physical tasks to maintain and further improve their mobility. Saturday School is also an opportunity to discuss any possible difficulties that children face at school or at home and try and find ways to overcome them. Both our Holiday Clubs and Saturday School enable parents and carers to take time off with the reassurance that their child will be cared for in a professional and fun way.

WHOOPSADAISSY BRIGHTON

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2012

We also provide an Outreach service to mainstream schools and nurseries of children known to us. We visit these settings to give advice to the staff and demonstrate conductive education techniques to enable children to be as active and independent as possible in their every day school activities. We also welcome visits from mainstream settings to our sessions. We contribute to annual reviews and the 'statementing' process, with detailed reports on the children's needs.

Our Head of Conductive Education also gives talks to local children's centres and other organisations for children with disabilities

Volunteers

Volunteers make an important contribution to our work. We have volunteers working at every session with the children, and helping in other areas such as fundraising, finances and website development. This enables us to keep our overheads to a minimum. All our volunteers are CRB checked and receive training relevant to their role. We have a number of committed volunteers who have been volunteering for a number of years, some giving up their summer holidays to help at our holiday clubs

ACHIEVEMENT AND PERFORMANCE

Achievements this year

We continue our work with pre-school children, running three groups a week, helping 13 children. These groups are thriving and not only help the children but provide invaluable support for the parents and an opportunity for the families to build relationships with other families in similar positions. We have received many visitors from the children's nurseries. We have written statement contribution reports for many of the children. The under-fives' groups are planned and organised by our Head of Conductive Education, Beata Kusel, who was trained at the Peto Institute in Hungary. She is assisted by a team of experienced volunteers, some of whom have been with us for a number of years. We have employed a new Peto-trained conductor who will be joining us in September 2013.

Our Saturday School for 5-12 year olds continues to be very popular, we will be running these sessions - together with more Holiday Clubs - under the guidance of our newly appointed conductor, together with our experienced assistant conductor and expanding team of volunteers, many of whom have physiotherapy and other child related backgrounds

We have run several successful Holiday Clubs for 5-12 year old children during the last year with fun themes. We heavily rely on volunteers during the Holiday Clubs and have developed an induction and training programme for them to gain knowledge and skills for the benefit of the children.

Our operations team is supported by the Management Committee which meets monthly, our part-time administrator Caroline Matanle and our long-standing volunteer, who is now also a trustee, Helen Palmer who manages the Charity's day to day finances, volunteers with the children and helps with fundraising and administration.

On 1st July 2013, after many months of work, not least by the Chair of our Trustees Jon Orrell, Whoopsadaisy moved into its very own premises (on a ten-year lease): the former Ladies' Bowls Pavilion in Preston Park. With the amazing voluntary support of many, many people – individuals, local companies and charitable trusts - the Pavilion has been transformed into a wonderful conductive education setting. This means we will have the capacity to work with more children, more often:

- Establishing a fourth Parent and Child Group as demand increases
- Offering additional sessions for children who would benefit from attending twice a week, to maximise their progress at this crucial early stage
- Increasing the number of Saturday sessions
- Offering places for up to eight children a day at our Holiday Clubs.

WHOOPSADAISSY BRIGHTON

REPORT OF THE TRUSTEES - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2012

FINANCIAL REVIEW

Investment and Reserves policy

The trustees consider that the unrestricted funds at the year end will be needed to cover the running expenses for the coming year and have designated them for this purpose.

The key focus of the trustees is to have adequate funding to safeguard its mainstream daily activities. The charity has commitments both to the children, parents and to its staff and it aims to have sufficient reserves to keep it running for six months

FINANCIAL REVIEW

Principal funding sources

Fundraising is an ongoing challenge for Whoopsadaisy, as for all charities. During 2012/13 we continued with our fundraising strategy aimed at securing funds from a diverse range of sources in order to build long-term stability

Highlights of the year include:

Grants

- A three-year grant from BBC Children in Need towards Parent & Child Groups for under-fives
- One-year grants from Sussex Community Foundation, Brighton District Nursing Association Trust, Ernest Kleinwort Charitable Trust and the Henry Smith Charity
- Grants towards equipment and refurbishment of the Whoopsadaisy Pavilion, including from the Edward Starr Charitable Trust and the Wooden Spoon Charity.

We continued to benefit from a three-year grant from the Barbara Ward Children's Foundation.

Events

As in previous years, the Brighton Marathon has been an important fundraising event for Whoopsadaisy, raising approximately £10,000 both in 2012 and 2013. In August 2013 Brighton Race Course supported us, raising almost £7,000.

Community fundraising

We continue to benefit from wide support from our local communities, local businesses such as Pembroke Financial Services, and Sainsbury's Portland Road Hove, who have chosen us as their Charity of the Year for the second year in a row, Hove Inner Wheel, schools, churches and donations from individuals. Volunteer and Trustee Helen Palmer continues to craft items and sell them for us with her Whoopsadaisy Bears making over £5,000 to date.

We have collection boxes in locations around the city and hope to increase the number of these in the coming twelve months. We are always looking for creative new ways to fundraise and involve the children, their families, extended families and the wider community

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD



J W Orrell - Trustee

Date 27 SEPT. 2013

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WHOOPSADAISSY BRIGHTON

I report on the accounts for the year ended 31 December 2012 set out on pages six to twelve.

Respective responsibilities of trustees and examiner

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

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

Basis of the 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 statements 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 Section 386 and 387 of the Companies Act 2006, and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 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



Barry Carden FCCA
Cardens Accountants LLP
73 Church Road
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East Sussex
BN3 2BB

Date:

27/9/13

WHOOPSADAISY BRIGHTON

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2012

	Notes	Unrestricted funds £	Restricted funds £	2012 Total funds £	2011 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	9,757	29,424	39,181	33,715
Activities for generating funds	3	13,617	4,318	17,935	31,335
Investment income	4	<u>545</u>	<u>-</u>	<u>545</u>	<u>38</u>
Total incoming resources		23,919	33,742	57,661	65,088
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	5	9,500	-	9,500	5,250
Other costs of generating funds	6	8,986	-	8,986	-
Charitable activities					
General Charitable Activities	7	5,631	36,781	42,412	48,819
Governance costs	8	<u>4,173</u>	<u>-</u>	<u>4,173</u>	<u>4,357</u>
Total resources expended		28,290	36,781	65,071	58,426
INCOMING/(OUTGOING) RESOURCES		<u>(4,371)</u>	<u>(3,039)</u>	<u>(7,410)</u>	<u>6,662</u>
Transfer to restricted reserve		<u>(3,039)</u>	<u>3,039</u>	<u>-</u>	<u>-</u>
NET INCOMING/(OUTGOING) RESOURCES		<u><u>(7,410)</u></u>	<u><u>-</u></u>	<u><u>(7,410)</u></u>	<u><u>6,662</u></u>
RECONCILIATION OF FUNDS					
Total funds brought forward		64,043	-	64,043	57,381
TOTAL FUNDS CARRIED FORWARD		<u><u>56,633</u></u>	<u><u>-</u></u>	<u><u>56,633</u></u>	<u><u>64,043</u></u>

The notes form part of these financial statements

WHOOPSADAISSY BRIGHTON

BALANCE SHEET AT 31 DECEMBER 2012

	Notes	Unrestricted funds £	Restricted funds £	2012 Total funds £	2011 Total funds £
CURRENT ASSETS					
Debtors: amounts falling due within one year	12	-	-	-	3,498
Cash at bank		<u>57,822</u>	<u>-</u>	<u>57,822</u>	<u>61,045</u>
		57,822	-	57,822	64,543
CREDITORS					
Amounts falling due within one year	13	(1,189)	-	(1,189)	(500)
		<u>56,633</u>	<u>-</u>	<u>56,633</u>	<u>64,043</u>
NET CURRENT ASSETS					
		56,633	-	56,633	64,043
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>56,633</u>	<u>-</u>	<u>56,633</u>	<u>64,043</u>
NET ASSETS					
		<u>56,633</u>	<u>-</u>	<u>56,633</u>	<u>64,043</u>
FUNDS	14				
Unrestricted funds				56,633	64,043
Restricted funds				<u>-</u>	<u>-</u>
TOTAL FUNDS				<u>56,633</u>	<u>64,043</u>

The notes form part of these financial statements

WHOOPSADAI SY BRIGHTON

**BALANCE SHEET - CONTINUED
AT 31 DECEMBER 2012**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2012

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2012 in accordance with Section 476 of the Companies Act 2006

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 27 SEPT 2013 and were signed on its behalf by.



J W Orrell -Trustee

WHOOPSADAI SY BRIGHTON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources

Governance costs

Governance costs include the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

Fixtures and fittings	- 50% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees

Restricted funds 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 each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	Unrestricted funds £	Restricted funds £	2012 Total funds £	2011 Total funds £
Gifts and donations individuals	7,731	-	7,731	3,953
Corporate Sponsors	1,919	-	1,919	1,775
Gift Aid	107	-	107	887
Restricted Grants	-	29,424	29,424	21,900
Unrestricted Grants	-	-	-	5,200
	<u>9,757</u>	<u>29,424</u>	<u>39,181</u>	<u>33,715</u>

WHOOPSADAISSY BRIGHTON

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2012

3. ACTIVITIES FOR GENERATING FUNDS

	2012 £	2011 £
Fundraising events	13,617	27,510
Holiday Club	4,318	3,585
Sponsorships	-	240
	<u>17,935</u>	<u>31,335</u>

4. INVESTMENT INCOME

	2012 £	2011 £
Deposit account interest	<u>545</u>	<u>38</u>

5. COSTS OF GENERATING VOLUNTARY INCOME

	2012 £	2011 £
Consultant Fundraiser Fees	9,500	5,250
General Overheads	-	-
	<u>9,500</u>	<u>5,250</u>

6. COSTS OF GENERATING FUNDS

	2012 £	2011 £
Costs of Generating Funds	5,587	-
General Overheads	<u>3,399</u>	<u>-</u>
	<u>8,986</u>	<u>-</u>

7. GENERAL CHARITABLE ACTIVITIES

	2012 £	2011 £
School for Parents, Saturday and Holiday Clubs	36,781	37,144
General Overheads	<u>5,631</u>	<u>11,675</u>
	<u>42,412</u>	<u>48,819</u>

This page does not form part of the statutory financial statements

WHOOPSADAI SY BRIGHTON

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2012

8. GOVERNANCE COSTS

	2012 £	2011 £
Accountancy	600	1,050
General Overheads	<u>3,573</u>	<u>3,307</u>
	<u>4,173</u>	<u>4,357</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2012 nor for the year ended 31 December 2011 other than provision of refreshments at meetings of trustees.

Trustees' Expenses

The trustees are reimbursed for reasonable travelling costs in accordance with the mileage allowance scale laid down by the Charity. The basis of payment applied was unchanged for both the years ended 31 December 2012 and 31 December 2011.

10. STAFF COSTS

	2012 £	2011 £
Wages and salaries	45,897	33,805
Social security costs	<u>3,020</u>	<u>1,574</u>
	<u>48,917</u>	<u>35,379</u>

11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2012 and 31 December 2012	<u>2,899</u>	<u>1,410</u>	<u>4,309</u>
DEPRECIATION			
At 1 January 2012 and 31 December 2012	<u>2,899</u>	<u>1,410</u>	<u>4,309</u>
NET BOOK VALUE			
At 31 December 2012	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2011	<u>-</u>	<u>-</u>	<u>-</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2012 £	2011 £
Trade debtors	-	100
Other debtors	<u>-</u>	<u>3,398</u>
	<u>-</u>	<u>3,498</u>

This page does not form part of the statutory financial statements

WHOOPSADAI SY BRIGHTON**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2012****13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2012 £	2011 £
Accrued expenses	500	500
Rent payable	<u>689</u>	<u>-</u>
	<u><u>1,189</u></u>	<u><u>500</u></u>

14. MOVEMENT IN FUNDS

	At 1.1.12 £	Net movement in funds £	At 31.12.12 £
Unrestricted funds			
General fund	64,043	(7,410)	56,633
Restricted funds			
Restricted	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS	<u><u>64,043</u></u>	<u><u>(7,410)</u></u>	<u><u>56,633</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	23,919	(28,290)	(4,371)
Restricted funds			
Restricted	33,742	(36,781)	(3,039)
	<u>33,742</u>	<u>(36,781)</u>	<u>(3,039)</u>
TOTAL FUNDS	<u><u>57,661</u></u>	<u><u>(65,071)</u></u>	<u><u>(7,410)</u></u>

15. RESERVES

The restricted reserves relate to grant income received and expenditure made in relation to the School for Parents and Holiday Club