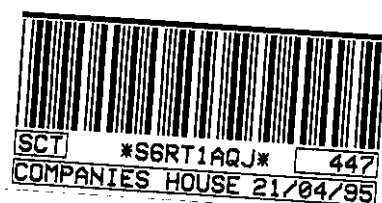


EDINBURGH HEADWAY GROUP
Annual Report and Financial Statements
For the year ended 31 October 1994



EDINBURGH HEADWAY GROUP

Annual Report and Financial Statements

For the year ended 31 October 1994

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Executive Committee

Directors	Mrs J M Bryden W L Murray JDM Urquhart CA W R Laird J S Emslie D Duncan FCIS
Coopted Members	W Bryden SSC A W F White Miss K MacPherson

Chairman

Mrs Jean M Bryden

Secretary

D Duncan FCIS

Treasurer

JDM Urquhart CA

Auditor

A B Dobson & Co CA

Bankers

Bank of Scotland plc

Solicitors

Balfour & Manson, Nightingale & Bell

Registered office

Headway House
Astley Ainslie Hospital
Canaan Lane
Edinburgh
EH9 2HL

Registered Number: 138081

Registered Charity: SC006528

EDINBURGH HEADWAY GROUP

Report of the Directors

For the year ended 31 October 1994

The Directors have pleasure in presenting their report for the year ended 31 October 1994.

Constitution

Edinburgh Headway Group was incorporated in April 1992 as a company limited by guarantee and on 26 May 1992 acquired the net assets of the Edinburgh Headway Group, a trust which had been formed in 1982. It has received permission from the Registrar of Companies to omit the word "limited" from the company name.

Executive Committee

Directors

The directors during the year were as shown on page 1.

J D M Urquhart and D Duncan retire by rotation, and being eligible, offer themselves for re-election.

Co-opted Members

During the year W Bryden, Miss K MacPherson and AWF White were co-opted as members of the committee until the Annual General Meeting, and are eligible for re-appointment by the Board of Directors.

Statement of Directors' responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:-

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

EDINBURGH HEADWAY GROUP

Report of the Directors

For the year ended 31 October 1994

State of affairs

During the year under review the Group's deficit as disclosed in the Income and Expenditure Account amounted to £4,051 (1993 - Surplus £6,466), which has been transferred to General Fund.

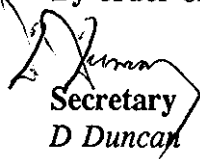
Activities

It is the intention of the Group to carry on the rehabilitation of persons who have suffered traumatic head injuries and to provide care and support for such persons, their relatives and carers. To carry out this work the Group will continue to provide a full programme of activities and therapy sessions.

Auditor

A resolution to re-appoint A B Dobson & Co CA as Auditor of the Group will be submitted to the members at the Annual General Meeting.

31 January 1995

By order of the Directors

Secretary
D Duncan

EDINBURGH HEADWAY GROUP

Auditors' Report to the Members

For the year ended 31 October 1994

We have audited the financial statements on pages 5 to 10 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

Respective responsibilities of director and auditors

As described on page 2 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board, except that the scope of our work was limited as explained below.

An audit includes the examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. However, the evidence available to us was limited because £11,729 of the company's recorded income comprises voluntary donations and certain other receipts which cannot be fully controlled until they are entered in the accounting records and are therefore not susceptible to independent audit verification. While we are satisfied with the treatment of recorded receipts there were no practicable audit procedures by which we could determine that all receipts have been properly recorded.

In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Qualified opinion arising from limitation in audit scope

Except for any adjustments that might have been found to be necessary had we been able to obtain sufficient evidence concerning voluntary donations and certain other receipts, in our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 October 1994 and of its surplus for the year ended and have been properly prepared in accordance with the Companies Act 1985.

In respect alone of the limitation on our work relating to voluntary donations and certain other receipts:
We have not obtained all the information and explanations that we considered necessary for the purpose of our audit.


A B Dobson & Co CA
Chartered Accountant and Registered Auditor
Edinburgh

27 February 1995

EDINBURGH HEADWAY GROUP**Income and Expenditure Account****For the year ended 31 October 1994**

	Notes	1994 £	1993 £
Income			
Donations	2	22,606	27,340
Miscellaneous Fund Raising	3	2,392	5,056
Sale of Headway Goods		736	954
Transport contributions		2,450	2,441
Investment Income		4,911	4,009
		<hr/> 33,095	<hr/> 39,800
Administrative costs	4	(767)	(871)
Disposable income		32,328	38,929
Charitable activities	5	(36,379)	(32,463)
(Deficit)/surplus for year		<hr/> (4,051)	<hr/> 6,466
Transfer from General Fund		-	73,534
		<hr/> (4,051)	<hr/> 80,000
Transfer to Development Fund		-	(80,000)
Transfer to General Fund	9	<hr/> (4,051)	<hr/> -

Statement of Total Recognised Gains and Losses

The company has no recognised gains and losses other than those in the Income and Expenditure Account.

The notes on pages 6 to 10 form part of these accounts

EDINBURGH HEADWAY GROUP

Balance Sheet

As at 31 October 1994

	Notes	1994		1993	
		£	£	£	£
Fixed assets	6		9,000		8,600
Investments	7		69,567		44,010
			<u>78,567</u>		<u>52,610</u>
Current assets					
Debtors and prepayments		2,460		1,231	
Cash on deposit		8,463		28,480	
Cash at bank and in hand		143		11,261	
		<u>11,066</u>		<u>40,972</u>	
Creditors : Amounts falling due within one year		<u>(1,421)</u>		<u>(1,319)</u>	
Net current assets			<u>9,645</u>		<u>39,653</u>
Total net assets			<u><u>88,212</u></u>		<u><u>92,263</u></u>
Funds	9		<u><u>88,212</u></u>		<u><u>92,263</u></u>

The accounts have been approved by the Committee on 31 January 1995.

Jean M. Bryden
Jean M Bryden

..... Chairman

The notes on pages 6 to 10 form part of these accounts

EDINBURGH HEADWAY GROUP

Notes to the Accounts

For the year ended 31 October 1994

1. Accounting policies

Basis of accounting

The accounts have been prepared on the historical cost basis of accounting, are in accordance with applicable Accounting Standards in the United Kingdom and comply with Statement of Recommended Practice 2 - Accounting by Charities.

As allowed by paragraph 3(3) of Schedule 4 to the 1985 Companies Act the directors have, due to the special nature of the company's business, adapted the prescribed format for the Income and Expenditure account.

Depreciation

Depreciation is provided on all fixed assets at rates calculated to write off the cost less estimated residual value of each asset evenly over its expected useful life as follows:-

Minibus	5 years
Equipment	5 years

Investment income

Income from investments is credited gross to the Income and Expenditure Account in the year in which it is received.

Therapy costs

Therapy costs are shown after deduction of £1,160 (1993 - £1,327) in respect of contributions by beneficiaries.

VAT

Edinburgh Headway Group is not registered for VAT and expenditure includes VAT where applicable.

Charitable activities

Expenditure has been allocated between administration and the services of the group to reflect the value derived by each activity.

EDINBURGH HEADWAY GROUP

Notes to the Accounts - continued

For the year ended 31 October 1994

2. Donations	1994	1993
	£	£
Rotary Club of Edinburgh	3,250	500
Cruden Foundation	2,000	2,000
Lothian Health Board	2,000	2,000
Braids Rotary Club	2,000	-
Ajahma Charitable Trust	2,000	-
Evening News Odeon Appeal	1,000	-
George Heriots' School Fair	1,000	-
Bridge party - Mrs Miller	955	-
City of Edinburgh Lions Club	900	1,000
Gordon Fraser Charitable Trust	700	750
Sixties Night, Easthouses	525	-
Halifax Building Society	500	820
Glencorse Barracks	500	-
Festive reception	-	5,489
Levi Strauss Charitable Trust	-	5,000
Hawkhill Association	-	1,200
J Pullar & Son Limited	-	1,000
Guinness plc	-	1,000
Anonymous	-	1,000
L Harper Gow	-	850
Covenanted donations	1,050	710
Under £500	4,226	4,021
	<u>22,606</u>	<u>27,340</u>
3. Miscellaneous Fund Raising	1994	1993
	£	£
Trip to Holland	-	4,693
Race night	1,077	-
Other events	1,315	363
	<u>2,392</u>	<u>5,056</u>
4. Administration Costs	1994	1993
	£	£
Printing, stationery, postage and telephone	1,454	1,442
Insurance	590	477
Auditor's remuneration	350	350
Property and equipment repairs	1,328	1,245
Professional Fees	1,058	688
Miscellaneous expenses	833	1,042
	<u>5,613</u>	<u>5,244</u>
Less : Allocated to Charitable activities (notes 1 and 5)	(4,846)	(4,373)
	<u>767</u>	<u>871</u>

EDINBURGH HEADWAY GROUP

Notes to the Accounts - continued

For the year ended 31 October 1994

5. Charitable activities	Notes	1994 £	1993 £
Staff costs			
- Salaries		13,641	9,869
- Social security costs		752	595
Motor and travelling expenses		4,917	3,940
Therapy costs	1	6,734	5,341
Trip to Holland		-	4,045
Depreciation	6	5,489	4,300
		<u>31,533</u>	<u>28,090</u>
Allocated costs	4	4,846	4,373
		<u>36,379</u>	<u>32,463</u>

The average weekly number of employees during the period was 2 (1993 - 2).

No remuneration was paid to any member of the Executive Committee during the year (1993 - Nil).

6. Fixed assets	Minibus £	Equipment £	Total £
<i>Cost</i>			
At 1 November 1993	21,500	-	21,500
Additions during year	-	5,889	5,889
	<u>21,500</u>	<u>5,889</u>	<u>27,389</u>
<i>Depreciation</i>			
At 1 November 1993	12,900	-	12,900
Charge for year	4,300	1,189	5,489
	<u>17,200</u>	<u>1,189</u>	<u>18,389</u>
<i>Net book value</i>			
At 31 October 1994	<u>4,300</u>	<u>4,700</u>	<u>9,000</u>
At 31 October 1993	<u>8,600</u>	<u>-</u>	<u>8,600</u>

EDINBURGH HEADWAY GROUP

Notes to the Accounts - continued

For the year ended 31 October 1994

7. Investments	1994	1993
	£	£
Cost	69,567	44,010
Market value	66,737	47,875

8. Taxation

Edinburgh Headway Group is a charity and is recognised as such by the Inland Revenue for taxation purposes. As a result there is no liability to taxation on any of its income.

9. Funds

	Development Fund £	General Fund £	Total Funds £
Balance at 1 November 1993	80,000	12,263	92,263
Deficit for year	-	(4,051)	(4,051)
Balance at 31 October 1994	80,000	8,212	88,212

The Development Fund has been established to provide resources for the extension of the therapeutic and remedial services already provided by the Group and for the acquisition of suitable larger premises at some future date. The Group presently occupies, on an informal year to year basis, premises owned by the Astley Ainslie Hospital which are scheduled for disposal or re-development.

10. Capital

The group has no share capital as it is a company limited by guarantee.