

Company No: 2270807
Registered Charity No: 800419

**THE BERKSHIRE MULTIPLE SCLEROSIS
THERAPY CENTRE LIMITED**
(A COMPANY LIMITED BY GUARANTEE)
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2017

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
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THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2017

INTRODUCTION

The Board of Directors, who are the charity trustees for the purposes of the Charities Act 2011, present their Annual Report for the year ended 31 December 2017 under the Companies Act 2006 and the Charities Act 2011, together with the financial statements for the year. The Board confirms that the latter comply with the requirements of the Companies Act 2006, the Company's Memorandum and Articles of Association and the Charities SORP (FRS102).

PURPOSES AND ACTIVITIES

The charity's purposes and aims as set out in the Company's Memorandum of Association are to aid and improve for the public benefit the condition of those living with Multiple Sclerosis.

It achieves this by providing a range of treatments and therapies in an understanding environment where those attending can support and learn from each other. Up to date information is available and shared from reputable sources. The charity supports people living in Berkshire and neighbouring counties.

Without the charity, treatments and therapies would not be as freely accessible locally

Ensuring the work delivers the charity's aims

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's purposes and aims, and when planning future activities. In particular how planned activities will contribute to the achievement of the objectives and aims.

Access to the charity's services is freely available to all affected by MS, subject to treatments and other service provisions being suitable and beneficial to the individuals concerned, and the charity's available resources.

Principal activities

The principal activities of the charity can be split into three broad elements:

- Core treatments and services
- Complementary treatments
- Supportive network for members

Core treatments and services

The charity offers a range of treatments that are structured to help manage Multiple Sclerosis. These are made available to those with MS and also, in respect of counselling, to their families and carers. Services provided are based on individual need. Any financial contribution made by those attending is entirely at their discretion. Donations go towards the costs of running the Centre.

Provision includes

- **Physiotherapy and exercise classes** – treatments are provided by trained physiotherapists/exercise instructors in purpose-built facilities at the charity's Centre in Reading, or at its outreach provision in Henley. This includes group classes, one to one sessions, FES, APS and the development of at-home exercise programmes. Exercise classes include yoga, pilates and tai chi.
- **Oxygen treatment (OT)** – oxygen treatment involves breathing pure oxygen within a pressurized chamber, or at an adjacent external breathing point. Many report benefits, especially as regards fatigue, balance and wellbeing.
- **Counselling** – providing support for people with MS and their families, a trained counsellor helps people to live with the unpredictable condition and the challenges to which it gives rise.

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Footcare - a qualified footcare specialist attends the Centre and the Henley outreach centre to provide treatments and advice concerning foot comfort and mobility.

Complementary Treatments

A range of complementary treatments are available which run alongside the core provision. These currently include:

- Massage
- Reflexology
- Acupuncture
- Spinal Reflexology
- Reiki

The charity's treatment rooms and administrative resource is made available to therapists. The trustees would like to thank the practitioners for their generous support, providing members with access to treatments on an economical basis.

Supportive network for members

Beyond the therapies, a friendly, understanding environment is provided at the charity's Centre where members may engage with and support each other. Accurate and timely information can be accessed covering a range of topics relevant to MS.

ACHIEVEMENTS AND PERFORMANCE

Service Highlights in 2017

- Record number of treatments were provided
- New website was launched to help reach more people
- Investment made in new gym equipment
- Martin Salter, our Patron, successfully led a campaign to save the Reading Hydrotherapy Pool
- Assisted Brunel University with the i-Step research trial
- Increased the provision of massage therapy
- Supported members with Personal Independence Payment applications

2017 was another incredibly busy year for the charity. 10,588 (2016: 10,563) treatments were provided, supporting 400 (2016: 444) people with MS.

Positive feedback was received in the annual member feedback survey. 99% of those attending treatment said they would definitely recommend the Centre.

The new website was launched in February, resulting in a significant increase in page views. The website design work was donated by White Fuse Media – a company specializing in website building for small charities. The charity is extremely grateful for their expertise, generosity and time.

During the year a number of generous donations, and a legacy left to the charity in 2016, enabled the charity to invest in new physiotherapy equipment – helping the charity to maintain its high standard of treatment.

Physiotherapy and exercise classes

Physiotherapy and exercise classes continued to be the key treatment provision, accounting for 52% of all treatment. In 2017 5,359 (2016: 5,254) treatments were provided supporting 237 people.

'Physiotherapy sessions are essential in order for me to have any independence in my life, both physically and emotionally, and the idea of being without it is truly frightening.'

The annual member feedback survey returned some very positive responses from those receiving physiotherapy.

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FOR THE YEAR ENDED 31 DECEMBER 2017

- 87% of members indicated that physiotherapy at the Centre played a significant role in their exercise programme, and for 21% of respondents it was their only source of physical activity. Those who were also able to exercise elsewhere found that the charity's physiotherapy programme provided a sound base, and encouraged them to maximize the overall benefits.
- 86% felt more confident when walking due to physiotherapy and 75% reported less falls due to physiotherapy support.
- 71% say they used the exercise programmes devised by the physiotherapists outside of the Centre
'I don't know of anywhere else that I could exercise in a safe environment'.
- 66% of our members told us they were more independent as a result of physiotherapy and 80% felt they were more mobile.

'I am able to use less energy when walking because of my FES and strength/mobility gained through physio. This means I am able to play bowls with my husband and carry on working part-time.'

'I would find myself getting stiff and unable to move as time went on, that would mean I would lose what bit of independence I am hanging on to and become more of a burden on my husband and the state.'

There was a reduction in the number of one-to-one physiotherapy sessions, but an increase in group physiotherapy sessions which offer the opportunity for peer support.

APS (Action Potential Simulation) Pain/Fatigue Management continued to grow as a service with many reporting it was very beneficial. 469 sessions (2016: 432) were delivered to 47 people.

Exercise classes continued to be popular, especially pilates which saw a 90% increase.

'I have attended the Pilates class from its outset and miss a session only if absolutely necessary. I consider it a priority diary item and always schedule it into my busy life. The physiotherapist who leads the class is excellent and I cannot speak too highly of her professionalism, commitment and guidance to all who attend the class.'

During the year the physiotherapy team worked with Brunel University on the MS Society funded iStep research project.

Changes to the benefit system led to physiotherapists preparing support statements for those undergoing re-assessment, adding to their workload

Oxygen Treatment

Oxygen treatment continued to be in demand. There were 3,234 treatments during the year, 31% of treatments (2016: 3,470).

The external breathing facility, installed in 2016, has extended treatment options. Oxygen treatment is now available to those who are unable to commit to being inside the chamber for an entire ninety minute session. Oxygen treatment requests continued to be received from those with other (non MS) conditions. Treatments are offered, at cost, when capacity is not required by MS members.

Counselling

The charity provided 190 counselling sessions, an increase from 113 in 2016. Skype and telephone counselling were made available, providing support for those unable to attend the charity's Centre.

Foot care

During 2017 the charity increased the availability of foot care at the charity's Reading Centre from two to three days a fortnight. There was a 30% increase in treatment numbers and members have given positive feedback.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

Complementary therapies

Complementary therapies remained popular and uptake was high. Massage had been provided by Frances Longman over the last sixteen years. Frances has stepped down, and the charity is very grateful for all the help Frances has given to so many members over this period. The charity has been fortunate to have been introduced to Tricia Carter, who will now provide this treatment. During the year massage treatments rose to 155 sessions (2016: 106).

Supportive network

The level of activity at the charity is often described in treatment numbers - but the support members receive from each other, in the Centre's relaxed environment, is very significant.

Each new member is welcomed by the charity's Membership Officer, taking them through the range of service options available. This may include introductions to other organisations where complementary support is offered.

The charity is open each weekday – approximately 48 hours a week. The charity's lounge and other social areas provide a friendly meeting place. The garden is also enjoyed by members.

In our annual member feedback survey, 97% of those responding said meeting others with similar conditions at the charity's Centre was helpful.

The charity's website helps members access further information and support. The website links to the Centre Manager's blog, Pips blog, which carries topical items, including news on treatments and research. In 2017 the blog received 9,020 page views. The charity makes extensive use of social media to share information, provide updates and to increase awareness. The Facebook page reached 1,195 people (2016: 1,038) and the Twitter feed has 318 followers (2016: 269).

The charity produced four newsletters during the year, with the invaluable help of volunteer editor, Gill Braid. Each edition was distributed to over 1,175 people. Members are encouraged to receive the publications by email - to save costs. Approximately 75% of the readership receive the newsletter by email.

In 2017 the Centre was represented at the Reading, Wokingham and Districts MS Society's "Getting to Grips with MS" event and the Disability Fun Day organized by Reading Borough Council.

Partnership working

The charity works in partnership with other agencies for the benefit of members.

During the year Specialist MS Nurse and Occupational Therapy Clinics were made available at the Centre. The Centre hosted the MS Steering Group.

The partnership with Headway Thames Valley, Henley, continued for the sixth successive year. The charity's MS physiotherapy service was offered at Headway's centre on a weekly basis, allowing members living in the Henley area the opportunity to receive treatment closer to home. During the year 447 treatments (2016: 417) were provided to 18 regular users (2016: 18) of the service. Foot care and reflexology services were also made available.

A Carers Lunch Club was run in partnership with the Reading, Wokingham and Districts MS Society branch.

Talking Therapies (NHS) provided cognitive behavioural therapy at the charity's Centre.

Contribution of volunteers

The charity is incredibly fortunate to have the support of over 100 volunteers, supporting the day to day running of the Centre and the numerous events/collections across the year. Their contribution brings an invaluable amount of experience, enthusiasm and positivity, as well as financial savings. The trustees are extremely grateful to all who have generously offered time and skills for the benefit of the charity.

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

FINANCIAL REVIEW

Voluntary income and Fundraising

The key objective of the charity is to continue to provide the current range of services to those affected by Multiple Sclerosis, and to consider complementary services – subject to funding. The annual costs of the Charity's activities are currently running at some £460,000 per annum. Its sources of funding are reasonably diversified.

Income from donations, subscriptions and grants during 2017 totalled £237,122 (2016: £226,099). Of this sum, £110,014 (46.4%) was received from members and individual supporters and a further £21,117 (8.9%) was reclaimed under the Gift Aid scheme. Donations from charitable trusts totalled £54,824 (23.1%), companies £17,522 (2.5%) voluntary groups £5,014 (2.1%) and public bodies £28,169 (11.9%). In addition, £65,606 was raised from fundraising events (2016: £69,560) and £30,618 from public collections (2016: £31,050).

The 2016 report included the receipt of a generous legacy. At that time the trustees decided to designate the legacy proceeds for the replacement and upgrading of therapy equipment, and other initiatives to benefit the Centre over the longer term. The balance of the designated fund at the end of 2017 stood at 147,648.

Over the last two years the charity has seen demand for its services increase by 14%.

Income in 2017 was some £89,000 less than the year's operating cost. This deficit arose due to lower than expected income from donations and fundraising events, and increased Centre running costs.

To help address the income shortfall, the charity has invested in its fundraising resource. It will take time to see the full benefit of this strategy - but there have been promising signs.

Reserves policy

The Trustees reserves policy is to maintain free reserves at between six and twelve months of operating expenditure, to provide an immediately available resource should the Centre experience a significant adverse fluctuation in day to day funding. Based on budgeted expenditure for 2018 (cash flow basis), the reserves should be between £220,408 and £440,815. At December 2017, free reserves (general unrestricted net current assets) stood at £172,390 (i.e. approximately 4.7 months running costs).

Given the unpredictable nature of legacy income over the longer term the Trustees do not include specific provision for legacy receipts in each year's annual income and expenditure budget unless specific information is available at the time the budget is prepared.

	2017	2016
Total Assets	1,230,594	<i>1,319,480</i>
Less: Restricted Fund	(356,345)	<i>(361,467)</i>
Designated Funds	(147,648)	<i>(184,338)</i>
Tangible Fixed Assets held in unrestricted funds	(554,211)	<i>(574,002)</i>
	<u>172,390</u>	<i><u>199,673</u></i>

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

Investment Policy

Apart from maintaining a prudent level of reserves, the charity's year on year annual incoming resources have been used to meet annual running costs. Balances in excess of sums required to be held in the charity's current bank account – i.e. representing reserves and sums held to meet future running costs – have, to date, been placed on deposit.

PLANS FOR FUTURE PERIODS

The trustees' future plans are focused on:

- Maintaining the current range of core treatments to meet demand.
- Reviewing the charity's Strategic Plan.
- Continuing working towards achieving the Reading Voluntary Action "Safe & Sound" accreditation.
- Compliance with the new General Data Protection Regulations.
- Fundraising - continuing to build upon existing relationships with donors and exploring new opportunities, to help ensure the Centre's long term financial health.
- Continuing to participate in the Henley MS Support Group initiative, supporting people living with MS in Henley, working in partnership with Headway Thames Valley.
- 2018 Budget - implementing the financial budget to achieve these plans. Net current assets at the end of 2018 are forecast to be equivalent to approximately six months' running costs.
- Launching an updated welcome pack for new members and information leaflet.
- Celebrating the contribution made by volunteers

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name: The Berkshire Multiple Sclerosis Therapy Centre Limited

Charity registration number: 800419

Company registration number: 2270807

Registered Office and
operational address: Bradbury House
23a August End
Brock Gardens
Reading, Berkshire
RG30 2JP

Directors and Trustees

Mr P Bowsher	Chairman	
Mr D Coe	Treasurer	
Ms H Danelian		(Appointed 3 January 2017)
Mr R C Dunn		
Mr M Farnell	Secretary and director	
Mr I Langrish		
Mrs A Robson		(passed away 27 May 2017)
Mr D Robson		
Mr D Williams Jones		

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

Senior Management Team

Ms P Vincent Cooke	Centre Manager
Mr M Abdul	Physiotherapy Manager
Miss S Harper	Fundraising Manager

Independent Examiners

Crowe Clark Whitehill LLP, Aquis House, 49–51 Blagrove Street, Reading, Berkshire, RG1 1PL

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Solicitors

Ratcliffe Duce & Gammer, 49-51 London Street, Reading, Berkshire, RG1 4PS

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Berkshire Multiple Sclerosis Therapy Centre Limited (the charity) is a company limited by guarantee (company number 2270807) and is a registered charity (charity number 800419).

The charity was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Organisational Structure

The charity is managed by the Trustee Management Committee comprising the company directors, and meets at least quarterly. The committee sets the strategic direction and policy of the charity, agrees an annual budget, and monitors performance against the budget.

All members of the Trustee Management Committee give their time voluntarily. Committee members may benefit from the charity's MS services on the same terms as other beneficiaries.

Certain functional responsibilities (eg personnel, IT, therapies, fundraising) have been delegated to sub committees, who report to the Trustee Management Committee on their activities.

Day to day management of the charity is delegated to the Centre Manager – including supervision of the staff and ensuring that the team continues to develop skills and working arrangements in line with good practice and ensuring the Centre premises are properly serviced and maintained.

The Physiotherapy Manager is responsible for the direction and supervision of the physiotherapy team, the maintenance of recognized treatment standards, evaluating new treatment opportunities and ongoing training.

The Fundraising Manager is responsible for managing relationships with potential financial supporters and promoting fundraising event initiatives.

Salaries are reviewed annually, generally with reference to the pay scales of the National Joint Council for Local Government Services.

The trustees consider that the Key Management personnel are the trustees together with the Centre Manager, the Physiotherapy Manager and the Fundraising Manager.

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

Recruitment and Appointment of Management Committee

Trustee Management Committee members (trustees) must be ordinary members of the company. They are appointed by election at each Annual General Meeting of the charity, provided that in advance of the meeting they have been proposed by another ordinary member and are willing to be elected. Committee members retire at each Annual General Meeting, though they are eligible for re-election.

The officers of the Company – the Chairman, Treasurer and Secretary – are Trustee Management Committee members and are also appointed by election at each Annual General Meeting. The committee may appoint any of their number during the year to fill a casual vacancy among the officers. Such officers hold office until the next following Annual General Meeting

Trustee Induction and Training

New trustees are briefed on the objectives and activities of the charity and the environment within which it operates.

The policies and procedures of the charity have been documented. These are updated on a cyclical basis. All trustees are required to familiarise themselves with the charity's policies and procedures.

Risk Management

The trustees have conducted a review of the risks to which the charity is exposed, and assessed their relative significance. These have been recorded within the policies and procedures documentation. Where appropriate, systems and procedures have been established to mitigate the risks the charity faces.

The principal risks to the charity are considered to be those concerning fund raising, financial internal controls, quality of service delivery and the health and safety of staff, volunteers, clients and visitors to the Centre.

As regards fundraising, the risk is the adverse fluctuation of financial resources raised during the year. In the longer term this would place a financial strain upon the charity. The charity has developed a diversified range of financial resources to help mitigate this risk. The fundraising strategy is over seen by the Trustees, and actual financial performance is monitored on a monthly basis. Good relationships are maintained with a large pool of volunteers who are able to support the public collections and events programme.

Financial internal controls include the division of duties. The risk of fraudulent appropriation of the charity's financial resources is mitigated by the requirement that all financial transactions require dual authorization.

The quality of service delivery is underpinned by qualified physiotherapy personnel, training programmes to help maintain professional standards and equipment maintenance schedules that comply with manufacturers' specifications. The Physiotherapy Manager is responsible for the maintenance of recognized treatment standards and evaluating new treatment opportunities. These measures are in place to help ensure that service delivery meets recognized standards and benefits users.

Procedures are in place to ensure compliance with the health and safety of staff, volunteers, clients and visitors to the Centre. Procedures in place include periodic fire alarm tests, Centre access security and regular maintenance of plant and equipment (including lifting equipment, and hygiene). These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

Responsibilities of the Trustees

The Trustees (who are also directors of The Berkshire Multiple Sclerosis Therapy Centre Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions, disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Approved by the trustees on 9 May 2018 and signed on their behalf by:

P Bowsher
Chairman and Trustee

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 DECEMBER 2017

	Notes	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Total Funds 2016 £
Income and endowments from:					
Donations & legacies					
Donations & subscriptions	3	154,419	54,534	208,953	187,001
Legacies		-		-	240,000
Grants receivable	4	28,169		28,169	39,098
Charitable activities					
Payments for equipment	7	1,669	-	1,669	5,940
Other income	8	5,265	-	5,265	-
Other trading activities					
Fundraising activities	5	96,224	-	96,224	101,839
Treatments to those without MS		11,106	-	11,106	15,099
Electricity – Feed in Tariff		1,164	-	1,164	1,210
Shop activities		8,671	-	8,671	7,394
Rent received	6	7,450	-	7,450	7,000
Investments	9	<u>263</u>		<u>263</u>	<u>709</u>
Total		<u>314,400</u>	<u>54,534</u>	<u>368,934</u>	<u>605,290</u>
Expenditure on:					
Raising funds					
Fundraising activities	10	111,284	-	111,284	99,209
Shop activities		5,820	-	5,820	4,136
Charitable activities					
Cost of activities in furtherance of the charity's objects	11	281,060	59,656	340,716	337,647
Grants	12	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
Total		<u>398,164</u>	<u>59,656</u>	<u>457,820</u>	<u>441,992</u>
Net expenditure	23	(83,764)	(5,122)	(88,886)	163,298
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS FOR YEAR		(83,764)	(5,122)	(88,886)	163,298
Funds at the start of the year		<u>958,013</u>	<u>361,467</u>	<u>1,319,480</u>	<u>1,156,182</u>
Funds at the end of the year		<u>874,249</u>	<u>356,345</u>	<u>1,230,594</u>	<u>1,319,480</u>

The notes on pages 12 to 27 form part of these accounts

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

BALANCE SHEET

31 DECEMBER 2017

Company Number 2270807

	Notes	2017 £	2016 £
FIXED ASSETS			
Tangible fixed assets	13	897,267	931,143
CURRENT ASSETS			
Stocks	14	1,944	2,324
Debtors	15	18,650	15,495
Cash at bank and in hand		<u>350,890</u>	<u>395,198</u>
		371,484	413,017
CREDITORS: Amounts falling due within one year	16	<u>(38,157)</u>	<u>(24,680)</u>
NET CURRENT ASSETS		<u>333,327</u>	<u>388,337</u>
TOTAL NET ASSETS		<u>1,230,594</u>	<u>1,319,480</u>
FUNDS			
Unrestricted Funds			
General funds	21	726,601	773,675
Designated funds	21	147,648	184,338
Restricted funds	20	<u>356,345</u>	<u>361,467</u>
	19	<u>1,230,594</u>	<u>1,319,480</u>

The trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit of its accounts for the period in question in accordance with Section 476 of the Act. The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 December 2017 and of its surplus for the period then ended in accordance with the requirements of Sections 394 and 395 of the Act, and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

These financial statements were approved and authorised for issue by the Board and were signed on its behalf on 9 May 2018.

P Bowsher
Chairman and Trustee

D R Coe
Trustee

The notes on pages 12 to 27 form part of these accounts

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2017

1. COMPANY INFORMATION

The principal activity of the charity is to aid and improve the condition of those living with Multiple Sclerosis. The incorporated charity (registered number 2270807 and charity number 800419) is domiciled in the UK. The address of the registered office Bradbury House, 23a August End, Brock Gardens, Reading, Berkshire, RG30 2JP.

The Berkshire Multiple Sclerosis Therapy Centre Limited is a private company limited by guarantee with no share capital. Each member's liability would be limited to an amount not exceeding £1 in the event of the charity winding up.

2. ACCOUNTING POLICIES

a) Basis of accounting

The accounts have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The Berkshire Multiple Sclerosis Therapy Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

Having considered future planned activities and the resources available to the Trust, the Trustees are satisfied that the financial statements should continue to be prepared on the going concern basis.

b) Critical accounting judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, which are described in note 2, trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimation and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of revision and future periods if the revision affects the current and future periods.

In the view of the trustees, no assumptions concerning the future or estimation uncertainty affecting the assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

2. ACCOUNTING POLICIES (CONTINUED)

c) Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

d) Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, receipt is probable, and the amount can be quantified with reasonable accuracy.

The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Items donated for resale through the charity's shop are included as incoming resources within activities for generating funds when they are sold. Recommended contributions from those without MS are payable on receipt of treatment and accounted for at that date.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.

e) Expenditure

Expenditure is recognized on an accrual basis as each liability is incurred.

Raising funds comprise the costs associated with attracting voluntary income and the costs of fundraising activities.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Charitable expenditure is reported under two sub headings:

- Cost of activities in furtherance of charity's objects – comprising the cost of professional personnel and treatment equipment;
- Support costs - comprising the cost of staff supporting professional personnel, utilities (i.e. heat, light, water, telephone) and a proportion of Centre management and office costs.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis which is intended to reflect the use of each resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis as set out in Note 18.

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

2. ACCOUNTING POLICIES (CONTINUED)

f) Capitalisation of Fixed Assets and Depreciation

All expenditure on items that are intended for continued use by the charity on a long term basis to generate funds and provide services to members are capitalised as fixed assets (except all IT software, and expenditure below £1,000, which is recognised in the Statement of Financial Activities in the year of purchase).

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

Buildings	- over 50 years
Fixtures, fittings & equipment (other than IT equipment)	- over 10 years
IT Equipment	- over 5 years

g) Stocks

Stocks are stated at the lower of cost and net realisable value.

h) Fund Accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Trustees when there is a specific and authorized commitment on the part of the charity. The level of the fund is set to match the Trustees' estimate of the outstanding commitment at any given time.
- Restricted funds represent incoming resources in respect of which the donor/grantors concerned have specified the purposes to which they must be applied. Where attributable expenditure exceeds restricted income received, a transfer from unrestricted funds to restricted funds is made to cover the excess. Restricted income not spent in any year is carried forward in the relevant fund.

i) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

j) Creditors and provisions

Creditors and provisions are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

2. ACCOUNTING POLICIES (CONTINUED)

k) Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

l) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

m) Pensions

The charity contributes to the personal pension plans of certain employees. Contributions are charged to the Statement of Financial Activities as they fall due. Total contributions in the year were £21,240 (2016: £19,050). There is an outstanding contribution of £nil at the balance sheet date (2016: £nil).

3. DONATIONS AND SUBSCRIPTIONS

	2017 £	2016 £
Membership subscriptions	6,820	6,844
<i>Donations:</i>		
Individuals	103,194	97,572
Gift aid tax reclaimed	21,117	22,613
Charitable trusts	54,824	44,912
Companies	17,522	5,628
Voluntary groups	5,014	6,017
Charity of the Year	<u>462</u>	<u>3,415</u>
	<u><u>208,953</u></u>	<u><u>187,001</u></u>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

4. GRANTS RECEIVABLE

	2017 £	2016 £
Aldermaston Parish Council	100	100
Binfield Parish Council	500	550
Bracknell Forest Borough Council	-	3,119
Bracknell Town Council	900	750
Bray Parish Council	-	300
Burghfield Parish Council	650	1,335
Crowthorne Parish Council	350	350
Earley Town Council	400	300
Finchampstead Parish Council	992	938
Henley Town Council	750	-
Holybrook Town Council	350	400
HMRC – National Insurance	3,000	3,000
Hungerford Town Council	-	-
Hurst Parish Council	100	100
Lottery Fund	3,257	-
NHS Wokingham	3,750	16,250
Purley Parish Council	350	300
Reading Borough Council	9,750	9,125
Sandhurst Town Council	400	300
Shinfield Council	600	-
Speen Parish Council	-	100
Tadley Town Council	400	350
Theale Parish Council	100	-
Tilehurst Parish Council	300	300
Twyford Parish Council	-	100
Warfield Parish Council	150	-
Wargrave Parish Council	100	100
Winkfield Parish Council	400	581
Winnersh Parish Council	120	-
Wokingham Without Parish Council	150	100
Woodley Town Council	250	250
	<u>28,169</u>	<u>39,098</u>

5. FUNDRAISING ACTIVITIES – INCOMING RESOURCES

	2017 £	2016 £
Activities	65,606	69,561
Gift aid tax reclaimed	-	1,228
Public collections	30,618	31,050
	<u>96,224</u>	<u>101,839</u>

6. RENT RECEIVED

	2017 £	2016 £
Room Hire	450	-
Tenancy	7,000	7,000
	<u>7,450</u>	<u>7,000</u>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

7. PAYMENTS FOR USE OF EQUIPMENT

	2017 £	2016 £
Masks for Oxygen Therapy	999	1,104
FES Equipment on Loan	<u>670</u>	<u>4,836</u>
	<u><u>1,669</u></u>	<u><u>5,940</u></u>

8. OTHER INCOME

	2017 £	2016 £
Student placement receipts	1,946	-
Research work	<u>3,319</u>	<u>-</u>
	<u><u>5,265</u></u>	<u><u>-</u></u>

9. INVESTMENT INCOME

	2017 £	2016 £
Bank interest	<u>263</u>	<u>709</u>
	<u><u>263</u></u>	<u><u>709</u></u>

10. FUNDRAISING ACTIVITIES – RESOURCES EXPENDED

	2017 £	2016 £
Direct costs of events	9,654	7,958
Staff and other indirect costs	64,185	48,834
Allocation of support costs (See Note 18)	<u>37,445</u>	<u>42,417</u>
	<u><u>111,284</u></u>	<u><u>99,209</u></u>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

11. COST OF ACTIVITIES IN FURTHERANCE OF THE CHARITY'S OBJECTS

	Physio-therapy	Oxygen therapy	Counselling	Yoga	Chiropody	Complementary therapies 2017	Support Network	Total
	2017 £	2017 £	2017 £	2017 £	2017 £		2017 £	2017 £
<i>Direct costs:</i>								
Staff	133,018	5,290	8,400	570	9,140	-	15,425	171,843
Training and recruitment	1,440	52	-	-	-	-	-	1,492
Equipment and consumables	10,429	14,241	-	-	-	-	-	24,670
Masks	-	1,413	-	-	-	-	-	1,413
FES Equipment	2,011	-	-	-	-	-	-	2,011
Info Day costs	-	-	-	-	-	-	-	-
Allocation of support costs (see note 18)	44,278	12,371	3,535	1,767	5,302	5,302	66,732	139,287
	<u>191,176</u>	<u>33,367</u>	<u>11,935</u>	<u>2,337</u>	<u>14,442</u>	<u>5,302</u>	<u>82,157</u>	<u>340,716</u>
	2016 £	2016 £	2016 £	2016 £	2016 £	2016 £	2016 £	2016 £
<i>Direct costs:</i>								
Staff	135,994	5,237	5,386	912	7,240	-	14,921	169,690
Training and recruitment	1,398	48	-	-	-	-	-	1,446
Equipment and consumables	6,060	12,359	-	-	-	-	-	18,419
Masks	-	5,312	-	-	-	-	-	5,312
FES Equipment	5,908	-	-	-	-	-	-	5,908
Info Day costs	-	-	-	-	-	-	-	-
Allocation of support costs (see note 18)	47,883	9,445	3,149	3,149	3,149	-	70,097	136,872
	<u>197,243</u>	<u>32,401</u>	<u>8,535</u>	<u>4,061</u>	<u>10,389</u>	<u>*</u>	<u>85,018</u>	<u>337,647</u>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

12. GRANTS PAYABLE

	2017 £	2016 £
West Berks Physio JV	-	-
Burden Neurological Institute	-	1,000
	<u>-</u>	<u>1,000</u>

13. TANGIBLE FIXED ASSETS

	Land & buildings £	Fixtures, fittings & equipment £	Total £
Cost			
At 1 January 2017	825,612	557,530	1,383,142
Additions	<u>-</u>	<u>27,754</u>	<u>27,754</u>
At 31 December 2017	<u>825,612</u>	<u>585,284</u>	<u>1,410,896</u>
Depreciation			
At 1 January 2017	237,776	214,223	451,999
Charge for the year	<u>13,212</u>	<u>48,418</u>	<u>61,630</u>
At 31 December 2017	<u>250,988</u>	<u>262,641</u>	<u>513,629</u>
Net book value			
At 31 December 2017	<u><u>574,624</u></u>	<u><u>322,643</u></u>	<u><u>897,267</u></u>
<i>At 31 December 2016</i>	<u><u>587,836</u></u>	<u><u>343,307</u></u>	<u><u>931,143</u></u>

All fixed assets are used for activities in furtherance of the charity's objects or in support thereof.

14. STOCKS

	2017 £	2016 £
Goods for sale	1,229	894
Masks	<u>715</u>	<u>1,430</u>
	<u><u>1,944</u></u>	<u><u>2,324</u></u>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

15. DEBTORS

	2017 £	2016 £
Other debtors	8,848	7,296
Prepayments	<u>9,802</u>	<u>8,199</u>
	<u>18,650</u>	<u>15,495</u>

16. CREDITORS: Amounts falling due within one year

	2017 £	2016 £
Trade creditors	1,428	2,682
Other creditors	3,828	5,973
Taxation and social security	5,061	4,448
Accruals and deferred income	<u>27,840</u>	<u>11,577</u>
	<u>38,157</u>	<u>24,680</u>

17. STAFF NUMBERS AND COSTS

The average number of persons employed by the charity during the year, analysed by category, was as follows:-

	2017	2016
Direct charitable activities	7	8
Fundraising	2	2
Management and administration	<u>2</u>	<u>2</u>

The aggregate payroll costs of these persons were as follows:-

	2017 £	2016 £
Gross wages and salaries	223,754	212,906
Employer's national insurance costs	18,224	17,043
Employer's pension costs	<u>21,240</u>	<u>19,050</u>
	<u>263,218</u>	<u>248,999</u>

No employee received emoluments in excess of £60,000 (2016: £60,000).

No remuneration was received by any of the trustees (2016: £nil). No expenses were reimbursed to any trustees (2016: £nil).

There have been no related party transactions during the year that require disclosure.

Remuneration of key management personnel was £134,773 (2016: £126,089)

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

18. SUPPORT COSTS

Support costs have been allocated on the basis of estimates of the proportion of each expense that is utilised by each of the output activities, as follows:-

2017	Total	Fundraising	Physio-therapy	Oxygen therapy	Counselling	Yoga	Chiropody	Complementary therapies	Network/ advice
	%	%	%	%	%	%	%	%	%
Management and admin staff costs	100	20	20	7	2	1	3	3	44
Office costs	100	32	20	7	2	1	3	3	32
Information and publicity)									
Insurance and business)	100	20	20	7	2	1	3	3	44
consultancy)									
Bank charges)									
Utilities and hygiene costs)									
Buildings – maintenance)	100	20	30	7	2	1	3	3	34
and depreciation)									
Governance	100	20	20	7	2	1	3	3	44
2016 comparatives	Total	Fundraising	Physio-therapy	Oxygen therapy	Counselling	Yoga	Chiropody	Complementary therapies	Network/ advice
	%	%	%	%	%	%	%	%	%
<i>Management and admin staff costs</i>	<i>100</i>	<i>20</i>	<i>20</i>	<i>6</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>-</i>	<i>48</i>
<i>Office costs</i>	<i>100</i>	<i>50</i>	<i>15</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>35</i>
<i>Information and publicity)</i>									
<i>Insurance and business)</i>	<i>100</i>	<i>20</i>	<i>20</i>	<i>6</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>-</i>	<i>48</i>
<i>consultancy)</i>									
<i>Bank charges)</i>								<i>-</i>	
<i>Utilities and hygiene costs)</i>								<i>-</i>	
<i>Buildings – maintenance)</i>	<i>100</i>	<i>20</i>	<i>35</i>	<i>6</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>-</i>	<i>33</i>
<i>and depreciation)</i>									
<i>Governance</i>	<i>100</i>	<i>20</i>	<i>20</i>	<i>6</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>-</i>	<i>48</i>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

18. SUPPORT COSTS (continued)

	Total	Fundraising	Physio- therapy	Oxygen therapy	Counselling	Yoga	Chiropody	Complementary therapies	Network/ advice	<i>Total</i>
	2017	2017	2017	2017	2017	2017	2017	2017	2017	<i>2016</i>
Management and admin staff costs	53,510	10,702	10,702	3,746	1,070	535	1,605	1,605	23,545	<i>54,808</i>
Office costs	17,490	5,596	3,498	1,224	350	175	524	524	5,599	<i>21,865</i>
Information and publicity	3,369	674	674	236	67	34	101	101	1,482	<i>3,792</i>
Insurance and business consultancy	4,921	984	984	344	99	49	148	148	2,165	<i>4,335</i>
Bank charges	3,594	719	719	252	72	36	108	108	1,580	<i>2,895</i>
Utilities and hygiene costs	17,494	3,499	5,248	1,224	350	175	525	525	5,948	<i>18,381</i>
Buildings – maintenance and depreciation	71,824	14,365	21,547	5,028	1,436	718	2,155	2,155	24,420	<i>69,074</i>
Governance	4,530	906	906	317	91	45	136	136	1,993	<i>4,139</i>
	<u>176,732</u>	<u>37,445</u>	<u>44,278</u>	<u>12,371</u>	<u>3,535</u>	<u>1,767</u>	<u>5,302</u>	<u>5,302</u>	<u>66,732</u>	<i><u>179,289</u></i>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

18. SUPPORT COSTS (continued)

	Total	Fundraising	Physio- therapy	Oxygen therapy	Counselling	Yoga	Chiropody	Network/ advice
	<i>2016</i>	<i>2016</i>	<i>2016</i>	<i>2016</i>	<i>2016</i>	<i>2016</i>	<i>2016</i>	<i>2016</i>
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
Management and admin staff costs	54,808	10,962	10,962	3,288	1,096	1,096	1,096	26,308
Office costs	21,865	10,932	3,280	-	-	-	-	7,653
Information and publicity	3,792	758	758	228	76	76	76	1,820
Insurance and business consultancy	4,335	867	867	260	87	87	87	2,080
Bank charges	2,895	579	579	174	58	58	58	1,389
Utilities and hygiene costs	18,381	3,676	6,433	1,103	368	368	368	6,065
Buildings – maintenance and depreciation	69,074	13,815	24,176	4,144	1,381	1,381	1,381	22,796
Governance	<u>4,139</u>	<u>828</u>	<u>828</u>	<u>248</u>	<u>83</u>	<u>83</u>	<u>83</u>	<u>1,986</u>
	<u>179,289</u>	<u>42,417</u>	<u>47,883</u>	<u>9,445</u>	<u>3,149</u>	<u>3,149</u>	<u>3,149</u>	<u>70,097</u>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds General £	Designated Funds Capital £	Restricted Funds £	Total Funds 2017 £	<i>Total Funds</i> 2016 £
Tangible fixed assets	554,211	-	343,056	897,267	931,143
Current assets	210,547	147,648	13,289	371,484	413,017
Current liabilities	<u>(38,157)</u>	<u>-</u>	<u>-</u>	<u>(38,157)</u>	<u>(24,680)</u>
	<u>726,601</u>	<u>147,648</u>	<u>356,345</u>	<u>1,230,594</u>	<u>1,319,480</u>
<i>2016 Comparative</i>	£	£	£	£	
<i>Tangible fixed assets</i>	574,002	-	357,141	931,143	
<i>Current assets</i>	224,353	184,338	4,326	413,017	
<i>Current liabilities</i>	<u>(24,680)</u>	<u>-</u>	<u>-</u>	<u>(24,680)</u>	
	<u>773,675</u>	<u>184,338</u>	<u>361,467</u>	<u>1,319,480</u>	

20. RESTRICTED FUNDS

	1 January 2017 £	Incoming Resources £	Transfer £	Resources Expended £	31 December 2017 £
Land and buildings	353,714	-	-	(13,212)	340,502
APS Equipment	2,249	-	-	(334)	1,915
BMSTC Members' service	-	7,165	-	(7,165)	-
Counselling	-	1,000	-	(1,000)	-
Exercise Bike	1,000	-	-	-	1,000
Fence costs contribution	484	-	-	(484)	-
FES Equipment	-	750	-	(750)	-
Henley MS Support Group	-	3,987	-	(2,131)	1,856
INFODAY	510	-	-	-	510
Membership Office Support	-	3,256	-	(3,256)	-
Nordic Walking Poles	70	-	-	-	70
Oxford mini hoist	284	-	-	(284)	-
Oxygen Maintenance	-	3,421	-	(1,906)	1,515
Oxygen masks s	-	4,520	-	(699)	3,821
Oxygen plant hire	-	125	-	(125)	-
Physio plinth	1,394	-	-	-	1,394
Physiotherapy	-	28,310	-	(28,310)	-
Pilates	-	2,000	-	-	2,000
Refridgerant dryer	1,325	-	-	-	1,325
Wheelchairs	<u>437</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>437</u>
	<u>361,467</u>	<u>54,534</u>	<u>-</u>	<u>(59,656)</u>	<u>356,345</u>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

20. RESTRICTED FUNDS (continued)

<i>2016 Comparative</i>	<i>1 January 2016</i>	<i>Incoming Resources</i>	<i>Transfer</i>	<i>Resources Expended</i>	<i>31 December 2016</i>
	£	£	£	£	£
<i>Land and buildings</i>	366,926	-	-	(13,212)	353,714
<i>APS Equipment</i>	-	2,500	-	(251)	2,249
<i>Auto door openers – battery backups</i>	28	-	-	(28)	-
<i>Balance master machine</i>	97	-	-	(97)	-
<i>Exercise Bike</i>	1,000	-	-	-	1,000
<i>Fence costs contribution</i>	1,987	-	-	(1,503)	484
<i>INFODAY</i>	510	-	-	-	510
<i>IT Server</i>	845	-	-	(845)	-
<i>Medimotion bikes (three)</i>	714	-	-	(714)	-
<i>Motorised standing frame</i>	357	-	-	(357)	-
<i>Nordic Walking Poles</i>	70	-	-	-	70
<i>Oxford mini hoist</i>	370	-	-	(86)	284
<i>Oxygen masks s</i>	-	2,450	-	(2,450)	-
<i>Oxygen plant hire</i>	-	5,000	-	(5,000)	-
<i>Physio plinth</i>	1,505	-	-	(111)	1,394
<i>Physiotherapy</i>	-	8,309	-	(8,309)	-
<i>Refredgerant dryer</i>	1,325	-	-	-	1,325
<i>Tai-Chi and Pelvic floor</i>	-	1,000	-	(1,000)	-
<i>Wheelchairs</i>	637	-	-	(200)	437
	<u>376,371</u>	<u>19,259</u>	<u>-</u>	<u>(34,163)</u>	<u>361,467</u>

21. UNRESTRICTED FUNDS

	<i>1 January 2017</i>	<i>Incoming Resources</i>	<i>Transfer</i>	<i>Resources Expended</i>	<i>31 December 2017</i>
	£	£	£	£	£
Designated funds					
<i>Legacy fund</i>	184,338	-	-	(36,690)	147,648
General funds	<u>773,675</u>	<u>314,400</u>	<u>-</u>	<u>(361,474)</u>	<u>726,601</u>
	<u>958,013</u>	<u>314,400</u>	<u>-</u>	<u>(398,164)</u>	<u>874,249</u>
 <i>2016 Comparative</i>					
	<i>1 January 2016</i>	<i>Incoming Resources</i>	<i>Transfer</i>	<i>Resources Expended</i>	<i>31 December 2016</i>
	£	£	£	£	£
 <i>Designated funds</i>					
<i>Legacy fund</i>	-	240,000	-	(55,662)	184,338
<i>General funds</i>	<u>779,811</u>	<u>346,031</u>	<u>-</u>	<u>(352,167)</u>	<u>773,675</u>
	<u>779,811</u>	<u>586,031</u>	<u>-</u>	<u>(407,829)</u>	<u>958,013</u>

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

21. UNRESTRICTED FUNDS (continued)

General Funds represent those funds which are unrestricted and not designated for other purposes.

22. CAPITAL COMMITMENTS

At 31 December 2017, the company had no contracted capital commitments (2016: nil).

23. NET EXPENDITURE FOR THE YEAR

	2017	2016
	£	£
These are stated after charging:-		
Depreciation	61,630	55,327
Independent Examination (including irrecoverable VAT)	<u>3,600</u>	<u>3,000</u>

24. FINANCIAL INSTRUMENTS

	2017	2016
	£	£
Financial assets measured at amortised cost	359,738	402,494
Financial liabilities measured at amortised cost	5,256	8,655

The company's income, expense, gains and losses in respect of financial instruments are summarised below:

Financial assets measured at amortised cost	263	709
Financial liabilities measured at amortised cost	-	-

Financial assets measured at amortised cost comprise trade debtors, accrued income, cash and cash equivalents.

Financial liabilities measured at amortised cost comprise trade creditors and other creditors.

THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2017

25. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £
Income and endowments from:			
Donations and legacies			
Donations & subscriptions	167,742	19,259	187,001
Legacies	240,000	-	240,000
Grants receivable	39,098	-	39,098
Charitable Activities			
Payments for equipment	5,940	-	5,940
Other trading activities			
Fundraising activities	101,839	-	101,839
Treatments to those without MS	15,099	-	15,099
Electricity – Feed in Tariff	1,210	-	1,210
Shop activities	7,394	-	7,394
Rent received	7,000	-	7,000
Investments	<u>709</u>	<u>-</u>	<u>709</u>
Total	<u>586,031</u>	<u>19,259</u>	<u>605,290</u>
Expenditure on:			
Raising funds			
Fundraising activities	99,209	-	99,209
Shop activities	4,136	-	4,136
Charitable activities			
Cost of activities in furtherance of the charity's objects	303,484	34,163	337,647
Grants	<u>1,000</u>	<u>-</u>	<u>1,000</u>
Total	<u>407,829</u>	<u>34,163</u>	<u>441,992</u>
Net (expenditure)	178,202	(14,904)	163,298
Transfers between funds	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS FOR YEAR	178,202	(14,904)	163,298
Funds at the start of the year	<u>779,811</u>	<u>376,371</u>	<u>1,156,182</u>
Funds at the end of the year	<u>958,013</u>	<u>361,467</u>	<u>1,319,480</u>

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE BERKSHIRE MULTIPLE SCLEROSIS THERAPY CENTRE LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2017, which are set out on pages 10 to 27.

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and the charitable company's trustees as a body in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the charitable company's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members as a body and the charitable company's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Aquis House
49 – 51 Blagrove Street
Reading

Janette Joyce
CROWE CLARK WHITEHILL LLP
Chartered Accountants

15 May 2018