Charity registration number: SC042775

Heads Together (SCIO)

A Scottish Charitable Incorporated Organisation
Annual Report and Financial Statements

for the Year Ended 6 December 2024

Contents (continued)

Reference and Administrative Details

Trustees	[redacted]
Charity Registration Number	SC042775
Principal Office	3 Dovemount Place Hawick Scottish Borders TD9 8AZ
Independent Examiner	Deans Accountants And Business Advisors Ltd 27 North Bridge Street Hawick Borders TD9 9BD

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 6 December 2024.

Objectives and activities

Objects and aims

Heads Together support sufferers and the families of sufferers of traumatic head and brain injuries. The provision of recreational facilities, or the organisation of recreational activities, with the objective of improving the conditions of life for the persons for whom the facilities or activities are primarily intended. The relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage.

Objectives, strategies and activities

Heads Together support their clients and their families to help them have a better life despite their injuries and to advise them on the welfare benefits available to them.

Achievements and performance

We at Heads Together along with most small charities found covid very hard to recover from and we are still getting over it, but we are still helping many people recover from brain injuries and building up there confidence again.

Financial review

Unrestricted reserves amounted to £115,359 to be spent solely for the charitable aims and objectives of the SCIO.

Policy on reserves

To retain positive reserves as reflected by its cash at bank and in hand.

Structure, governance and management

Nature of governing document

The charity is a Scottish Charitable Incorporated Organisation (SCIO) and as such is governed by its constitution.

Recruitment and appointment of trustees

Trustees are elected at the Annual General Meeting.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates. The charity uses foreign exchange forward contracts and interest rate swap contracts to hedge these exposures.
Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

Credit risk

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments.
The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.
The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.
The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

Liquidity risk

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance.
Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity 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 judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charity Accounts (Scotland) Regulations 2006 (as amended), and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 17 March 2025 and signed on its behalf by:

[redacted]

Trustee

Independent Examiner's Report to the trustees of Heads Together (SCIO)

I report to the trustees on my examination of the accounts of Heads Together (SCIO) for the year ended 6 December 2024.

Responsibilities and basis of report

As the charity trustees of Heads Together (SCIO) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). You are satisfied that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply.

I report in respect of my examination of the Heads Together (SCIO)'s accounts carried out under section 44 (1)(c) of the 2005 Act and section 145 of the 2011 Act. In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

Since the charity has prepared its accounts on an accruals basis and is also registered in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of CA, 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 Heads Together (SCIO) as required by section 44(1)(a) of the 2005 Act and Regulation 4 of the Charities Accounts (Scotland) Regulations 2006 (as amended); or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

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.

[redacted]

[redacted]

[redacted]

20 March 2025

Statement of Financial Activities for the Year Ended 6 December 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	1,901	-	1,901
Other trading activities	3	-	3,035	3,035
Investment income	4	18	-	18
Total income		1,919	3,035	4,954
Expenditure on:				
Raising funds	5	-	(6,358)	(6,358)
Charitable activities	6	(7,523)	-	(7,523)
Total expenditure		(7,523)	(6,358)	(13,881)
Net expenditure		(5,604)	(3,323)	(8,927)
Gross transfers between funds		(3,323)	3,323	-
Net movement in funds		(8,927)	-	(8,927)
Reconciliation of funds				
Total funds brought forward		124,286	-	124,286
Total funds carried forward	10	115,359	-	115,359

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	3,575	-	3,575
Other trading activities	3	-	3,314	3,314
Investment income	4	40	-	40
Total income		3,615	3,314	6,929
Expenditure on:				
Raising funds		-	(6,165)	(6,165)
Charitable activities	6	(9,872)	-	(9,872)
Total expenditure	5	(9,872)	(6,165)	(16,037)
Net expenditure		(6,257)	(2,851)	(9,108)
Gross transfers between funds		(2,088)	2,088	-
Net movement in funds		(8,345)	(763)	(9,108)
Reconciliation of funds				
Total funds brought forward		132,631	763	133,394
Total funds carried forward	10	124,286	-	124,286

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 10.

(Registration number: SC042775)
Balance Sheet as at 6 December 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	9	69,487	70,705
Current assets			
Cash at bank and in hand		46,256	53,581
Creditors: Amounts falling due within one year		(384)	-
Net current assets		45,872	53,581
Net assets		115,359	124,286
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		115,359	124,286
Total funds	10	115,359	124,286

The financial statements on pages 6 to 13 were approved by the trustees, and authorised for issue on 17 March 2025 and signed on their behalf by:

[redacted]

Trustee

Notes to the Financial Statements for the Year Ended 6 December 2024

1 Accounting policies

Statement of compliance
The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Accounts (Scotland) Regulations 2006.

Basis of preparation
Heads Together (SCIO) meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts are presented in £ and are rounded to the nearest £1.

Going concern
The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments
Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure
All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable 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.

Governance costs
These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation
The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation
Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor Vehicles	25% reducing balance
Property	nil

Cash and cash equivalents
Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure
Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Donations and legacies;			
Donations from individuals	1,901	1,901	3,575
	1,901	1,901	3,575

3 Income from other trading activities

	Restricted funds £	Total funds £	Total 2023 £
Trading income;			
Other trading income	3,035	3,035	3,314
	3,035	3,035	3,314

4 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Other interest receivable	18	18	40

5 Expenditure on raising funds

a) Costs of trading activities

	Note	Restricted funds £	Total funds £
Other direct costs of activities for generating funds		6,358	6,358
Total for 2024		6,358	6,358
Total for 2023		6,165	6,165

	Direct costs £	Total costs £
Costs of trading activities	6,358	6,358
Total for 2024	6,358	6,358
Total for 2023	6,165	6,165

6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2024 £	Total 2023 £
General Costs		5,921	5,921	7,928
Depreciation, amortisation and other similar costs		1,218	1,218	1,624
Governance costs		384	384	320
		7,523	7,523	9,872

	Activity undertaken directly £	2024 £	2023 £
Heat & Light	950	950	701
Insurance	1,369	1,369	1,290
Repairs & Maintenance	499	499	2,916
Motor Upkeep	1,891	1,891	1,237
Telephone	394	394	348
Printing, Post & Stationery	202	202	236
Sundries	616	616	1,200
Depreciation	1,218	1,218	1,624
	7,139	7,139	9,552

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	384	384
Total for 2024	384	384
Total for 2023	320	320

8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

9 Tangible fixed assets

	Land and buildings £	Motor vehicles £	Total £
Cost			
At 7 December 2023	65,834	36,490	102,324
At 6 December 2024	65,834	36,490	102,324
Depreciation			
At 7 December 2023	-	31,619	31,619
Charge for the year	-	1,218	1,218
At 6 December 2024	-	32,837	32,837
Net book value			
At 6 December 2024	65,834	3,653	69,487
At 6 December 2023	65,834	4,871	70,705

10 Funds

	Balance at 7 December 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 6 December 2024 £
Unrestricted funds					
General	124,286	1,919	(7,523)	(3,323)	115,359
Restricted funds	-	3,035	(6,358)	3,323	-
Total funds	124,286	4,954	(13,881)	-	115,359

	Balance at 7 December 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 6 December 2023 £
Unrestricted funds					
General	132,631	3,615	(9,872)	(2,088)	124,286
Restricted funds	763	3,314	(6,165)	2,088	-
Total funds	133,394	6,929	(16,037)	-	124,286

The specific purposes for which the funds are to be applied are as follows:

The caravan fund - this is for the provision of a caravan for affordable holidays/respite for clients and their carers, situated in Berwick upon Tweed.

Notes to the Financial Statements for the Year Ended 6 December 2024 (continued)

11 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 6 December 2024 £
Tangible fixed assets	69,487	69,487
Current assets	46,256	46,256
Current liabilities	(384)	(384)
Total net assets	115,359	115,359

	Unrestricted funds General £	Total funds at 6 December 2023 £
Tangible fixed assets	70,705	70,705
Current assets	53,581	53,581
Total net assets	124,286	124,286