

# Report of the Trustee & Financial Statements for the year ended 31 March 2022

Registered Charity Number: 200359



"The Meath is the  
most exceptional  
place and should be  
used as a blueprint  
for all care homes"

*Meath Relative*



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@meathcharity



TheMeathCharity



TheMeathCharity

## TABLE OF CONTENTS

	Page (s)
Statement from the Co-Chairs of Trustees	3
Objectives & Aims	4 – 6
Achievements & Performance	6 – 8
Recruitment & HR	8 – 9
Fundraising & Marketing	9 – 10
Financial Review	10 – 11
Plans for the Future	12
Structure, Governance & Management	12 – 14
Reference & Admin	14 – 15
Statement of Trustee Responsibilities	16
Independent Auditors Report	17 – 19
Consolidated Financial Statements	20 - 32

## OBJECTIVES AND ACTIVITIES

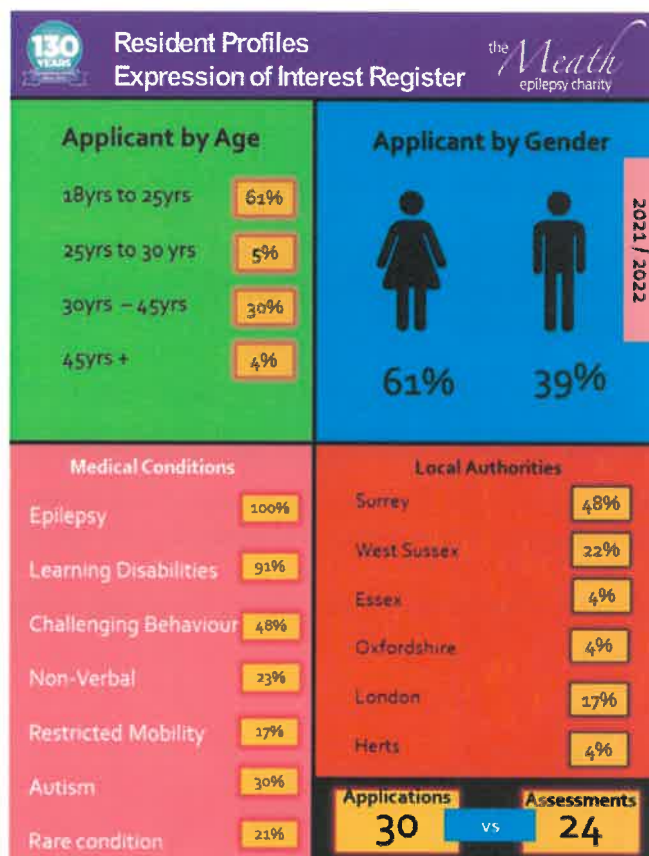
### ACCOMMODATION & SUPPORT SERVICE

#### Progressive pathway

The Meath offers a complete progressive pathway of specialist care and support for people aged 19 years onward who are affected by complex epilepsy and additional challenging disabilities. From 24 hour, high needs registered care, through to a few hours support in a person's own tenancy, our range of living options span the divide and offer flexible, tailored solutions to cater for individual needs.

Entering the lockdown period, we were carrying two voids and unable to undertake client assessments due to the COVID-19 restrictions. We found ourselves with an additional four voids during the 2021 pandemic era. However, in September 2021, as soon as restrictions were relaxed, we began to carry out assessments. This as we know, is a lengthy process which can take up to nine months. We had 15 clients on our expression of interest register, with a further nine direct enquiries. A total of 24 assessments were carried out between September to date, with five of the six placements having been filled, with a further offer of placement pending. Due to the overwhelming demand for placements at The Meath, we have used the exercise to create a strong reserve list of nine suitable clients for any future voids.

We currently have 80 residents.



Profiling data of clients assessed 21/22

## STATEMENT FROM THE CO-CHAIRS OF TRUSTEES

The Meath Epilepsy Charity will mark its 130th anniversary this year. The charity continues to deliver specialist person-centered care services for adults living with complex epilepsy and associated disabilities. The shortage in specialist epilepsy care providers across the UK means that we remain a sought-after residential home, with an ever-growing waiting list.

Over and above the person-centered care, we encourage independence and resilience. We have invested in social enterprises to support this initiative with the aim of 'recognising ability'. This includes a vast array of activities, both educational and social, provided on-site at The Meath in our Skills Centre, as well as in the local community.

Over the last year, we have launched a number of exciting therapeutic services, to include reflexology, massage and aromatherapy, all designed to help the mental and physical wellbeing of the people we support in the dedicated therapy suite. This is an important area of The Meath that will grow and develop over the coming years.

Although we receive funding for the 'care elements' of the service we provide (from local authorities), we continue to be subject to cuts and restrictions and the situation looks to remain this way for the foreseeable future. We rely heavily on our fundraising team's excellent efforts to fill the funding gaps to enable us to provide all the extra social activities and wellbeing support.

The annual Awards Ceremony was held in February 2022 after a 2-year hiatus due to COVID-19 measures and was hosted and organised superbly by the Skills Centre team. The event was extremely motivational, well attended and recognised the residents' achievements during their activities and sessions throughout the last year.

We are delighted to continue to receive support from our wonderful supporters and donors, including The National Lottery, Community Foundation for Surrey, Garfield Weston and many individual donors who wish to remain anonymous. With some expected Board retirements last year, we began a Trustee recruitment campaign in June 2021 and recruited four exceptional Trustees to the Board in January 2022 – Karen Thurston, Helen Penelet, Nick Fenton and Chris Alder. We would also like to express our sincere thanks and gratitude to those Trustees who have recently retired – Dr Jonathan Moore, Tony Röbin, Jane Wybrew and Robin Gourlay.

Thank you to our Patrons, Trustees, Volunteers and supporters and of course, the CEO, Lindsay Perryman, her Senior Management Team, and all of the staff at The Meath for their hard work and commitment over the last year.

We take great pride in supporting The Meath as Co-Chairs and look forward to developing and enhancing the wonderful life enrichment services to the people we support in an exciting, if challenging, year ahead.

The Board of Trustees presents its report with the financial statements of The Meath Epilepsy Charity for the year ended 31 March 2022.



Graham Healy & Anna Coss  
Co-Chairs of Trustees

### Structure of Residential Houses

The CEO introduced a new management structure for the residential arrangements at The Meath, agreed by the Trustees. The previous structure was 'outdated' and a new model was developed. The purpose of the re-structure was to improve accountability and increase development opportunities. There are now three Registered Managers in post, with a fourth awaiting registration. In addition, each Registered Manager has been appointed a deputy, to support them in dual managing multiple houses. The four Registered Managers report directly to Tracy Toth – Head of Residential Services & Supported Living.

### Meath Supported Living

We also offer high-quality assistance to people living in their own tenancies through Meath Supported Living. Through this service, we can provide people with precisely tailored support, be it every day or for a few hours each week, in the privacy of their own homes and to suit their personal budget.

There are currently eight residents living across three residential houses in nearby Godalming. Meath Supported Living clients are encouraged to join in with activities and events within The Meath community. The Meath Supported Living team is overseen by a Care Manager (reporting to Tracy Toth – Head of Residential Services) and ably assisted by six long-serving Support Workers to help with daily chores, managing medical appointments, attending social events as well as supporting clients with their mental wellbeing and monitoring their epilepsy. A number of the clients regularly volunteer in the local community, as well as one member being employed on a 'part-time' basis at a retailer in Godalming.

### THE HEALTH CARE & WELLBEING TEAM

The Health Care team has undergone significant staff changes in the last 12 months with the employment of: 1x occupational therapist (21 hrs. per week), 2x physiotherapy assistants (2 x 20 hrs per week), 1x Complementary therapist (x 15 hrs per week), and 1x 'full-time' nurse following the retirement of the long serving epilepsy nurse.

#### Health

The Meath's long-serving Epilepsy Nurse retired in February 2022 after 20 years service. A new Registered Nurse was appointed in December 2021. Throughout the former nurse's tenure, a series of excellent relationships between The Meath and numerous London neurology hospitals were developed resulting in various specialty consultant-led clinics being held on-site at The Meath's premises. This arrangement greatly benefits the people we support and avoids the inconvenience of having to travel into London. The most recent consultant-led neurology clinic was held in partnership with the National Hospital. A further clinic has been arranged for August 2022.

There is collaborative working with local NHS services (e.g. continence services, district nursing and community Learning Disability teams) and also with national specialist services such as VNS clinics from Kings College, London, plus services such as neurogastric and neurourology from The National Hospital for Neurology and Nervous Disease (NHNN) at Queen Square. Regular clinics with Neurologists require reports and statistics regarding seizure numbers and types and responses to medication to ensure drug management and changes are timely and accurately monitored.

The nursing team work closely with the local GP service to provide a responsive and consistent service through twice weekly clinics. Each resident receives an annual medical and easy access to GP services.

#### Physiotherapy

The physiotherapy service provides treatment to those with the most significant physical disability either as 1:1 or in cases of highest need 2:1. The team provides advice on handling, exercises for staff to carry out with residents and in the management of long-term conditions. They are involved in running a swimming club and yoga, to facilitate health and wellbeing. The lead physiotherapist is a trained manual handling advisor and carries out all the risk assessments for handling Meath wide which are all reviewed annually in keeping with current legislation.

We have a dedicated gym space with many pieces of equipment suitable for those with disabilities. A new matted area to facilitate floor-based exercise and visual feedback through the mirrored wall has led to an expansion of the use of the gym to include more free movement and weights.

### **Occupational Therapy**

The Occupational Therapy team has two highly qualified occupational therapists, involved in many aspects of the residents' support; assessing, bathing, eating or seating equipment or independent travel training, and psychological support, with insight into living with long term disability and the mental health challenges this can bring. Maximising independence is always the aim.

### **Complementary Therapist**

A new Sensory Room was opened in 2020 and a Complimentary Therapist was appointed in September 2021 to offer a variety of therapies to the people we support – such as reflexology, head massage and aromatherapy. We aim to make these therapies available to as many residents as possible.

### **Therapy Funding**

One quarter of the resident weekly physiotherapy and occupational therapy hours are covered by the resident's Continuing Healthcare Funding. The remaining  $\frac{3}{4}$  of the hours are covered via the Fundraising Team.

### **Public benefit**

The Trustee Directors confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

The Trustee Directors consider the Charity benefits the public by supporting and providing accommodation for individuals with epilepsy and meets the needs of the wider community via these and other services it provides. Fees are reviewed on a needs basis and most residents are funded by local authorities.

## **ACHIEVEMENTS & PERFORMANCE**

### **RESIDENTIAL CARE SERVICES**

#### **COVID-19 & Recognition of Staff**

The staff team's dedication has been exemplary. The team have worked tirelessly throughout the year, often with skeleton staff due to the ongoing recruitment challenges within the health & social care sector.

A comprehensive escalation plan was implemented by the CEO to manage any outbreaks of COVID-19 within the residential services. To date, only one resident was hospitalised and subsequently discharged. All other positive cases have been successfully managed within The Meath safety and infection control policies and procedures. Two COVID-19 vaccine clinics have been held on-site, carried out by a GP & a nursing team. A flu vaccine clinic was organised on-site for further protection, and The Meath was also fortunate that the majority of staff chose to take up the COVID-19 vaccine and booster programme.

The Meath continue to have safety restrictions in place within the residential care homes for extra protection. The measures within the non-regulated areas of the organisation have been relaxed in line with the government's 'living with Covid' guidelines. Colleagues have the option to personally maintain the previous safety measures if they wish and families were delighted when restrictions were lifted in March 2021 to visit their relatives on-site. We thank The Meath families for being exceptionally considerate and respectful of all policies.

In March 2022, we held an annual Awards Ceremony, recognising the dedication of staff and colleagues who had gone the 'extra mile'. A number of the residents were also rewarded for their support and encouragement of their peers during the pandemic.

### **CQC Grading & Local Safeguarding**

In September 2021, we were delighted to receive a 'Good' rating following the CQC inspection. The result is testament to the staff team's efforts in improving the service they provide and ensuring compliance across the main KLOE (Key Lines of Enquiry) standards. The inspectors noted an improved atmosphere and staff morale since the previous inspection. The result has certainly raised employee satisfaction and our standing within the health & social care sector, as well as in the local community.

A recent routine safeguarding inspection also resulted in a satisfactory and compliant outcome. The focus for the residential care team is to maintain all the 'best-practice' efforts following the recent inspections and continue to look at ways to improve and enhance the services that we offer.

### **New Person-Centered Care System**

In 2020, we started to look at the software used for recording the personal data, medication records and daily activity for the people we support, and found that a more modern and bespoke platform was required. The PCS (Person Centered Care System) was introduced in October 2021 and rolled out over a 3 month period across The Meath, however, the ongoing fall-out of the pandemic and significant shortage of staff and thus staff turnover means that further training and development of the product is required. However, the new system, operated by mobile phone size devices is being well received, and in time, will prove much more convenient for instant access or updates.

### **Summary of Residential Care Services**

Whilst there have been many celebrations and achievements over the last year, the main challenge facing the residential care team is the recruitment of support workers. It has always been difficult to attract and retain talent within the sector, despite the staff benefits and competitive pay on offer. We constantly review new ways to attract and retain staff.

## **SOCIAL ENTERPRISES**

The Meath's social enterprises include:

- Skills Centre – an on-site activities centre.
- Changing Perceptions – coffee shop and upcycling workshop based on Godalming High Street.
- Café Meath – on-site cafeteria for staff, residents and visitors.
- And we encourage off-site activities and outings, e.g. horse riding, playhouse, picnics, relaxed cinema & Arthouse.

It is important to note that the social enterprises have been significantly impacted by COVID-19 measures, both financially and socially. A commercial review is currently being undertaken in light of the post-pandemic landscape.

### **Skills Centre**

The Skills Centre offer a series of activities on a timetable basis, 5 days per week. Activities include; art classes, news & debate, loom knitting, cooking, yoga, performing arts and gardening.

As the pandemic impact recedes, The Meath is increasing the number of residents who can attend each activity, in a relaxing and safe way. The team have continued to be creative during the restrictions and have adopted new outdoor areas for activities such as tennis and archery and have introduced walking groups to help with fitness.

Unfortunately, the income stream from external clients has reduced by approx. 60% since the pandemic. The goal for this year is to increase numbers and advertise the diverse range of activities on offer.

The highlight for the Skills Centre team in 2021 was The Meath resident's art exhibition at Godalming Museum. The artists received high praise for their work and were commended for the professionalism of the designs. One resident managed to sell two paintings and was commissioned by the Lord Lieutenant of Surrey to design a Christmas card. The talented resident's dream is to now create his own art exhibition.

The Meath partnered with the education charity ASDAN in 2021 to offer a range of courses to the people we support within the Skills Centre. Accredited courses which cover a broad range of topics such as; Life Skills, I.T, Horticulture and Health & Fitness will be available later in 2022. These courses will give the people we support a real sense of achievement, allowing them to look back on their own documented successes.

### **Café Meath**

The Café remains a hub of The Meath for the people we support to meet with their friends and enjoy a bite to eat with their families and special events, such as resident birthday parties. The future viability of Café Meath will be reviewed over the coming year.

### **Changing Perceptions**

Changing Perceptions was significantly impacted by the pandemic, and greater competition from other coffee shops within the High Street. The residents who attend their woodwork sessions continue to enjoy their visits to Changing Perceptions and we have been delighted to have been able to welcome back the volunteers to support us. An additional woodwork session has been introduced at The Meath, within the Skills Centre to allow the opportunity for those residents with mobility needs to join in, which is working very well.

The highlight for Changing Perceptions in 2021 was the Royal Visit. The Meath were privileged to welcome HRH The Countess of Wessex for a visit in November 2021. The purpose of the visit was to thank the keyworkers for all their efforts during the pandemic. A number of residents, staff, families and volunteers were invited to join in the celebrations and were treated to a special afternoon tea. The visit was a real success, in particular, the Fundraising Team were commended for their professionalism and support in arranging the event.

## **RECRUITMENT & HR**

### **Recruitment**

The single biggest challenge for The Meath continues to be the difficulty in recruiting and retaining staff, in line with the health & social care sector nationally. The sector in England had an average vacancy rate of 9.1% in 2021. Furthermore, The Meath expected to lose up to 29 colleagues during the 'no jab, no job' requirement for care homes. However, we only lost four members of staff.

A number of additional care staff joined during the pandemic, however, many of those returned to their original roles once their employment sectors re-opened and it has been difficult to re-hire.

A comprehensive benchmarking exercise was carried out in November 2021 to compare The Meath's staff benefits with the competition. We are in the upper range of salaries in Surrey. A new enhanced employee assistance programme had recently been launched to further appeal to colleagues. The reasonable pay and staff benefits are attractive (but can always be improved), however, we are developing a 'best-practice' training & induction programme in order to retain the best talent and develop their skills.

We have introduced:

- New induction programme.
- Introduction of a 'buddy-system' to partner up new staff with experienced colleagues.
- Exit interview feedback & survey.
- Culture change – we have appointed an external provider to support us with a culture programme.
- Clear progression opportunities.

We will be concentrating on the recruitment and hiring of employees throughout the coming year.

### Training & Induction

We have been reviewing the current induction process and supporting managers with 'best-practice' ideas on how to welcome and upskill new colleagues during their probation period. This is an ongoing project and new employee engagement ideas will likely be rolled out in due course to further support morale.

In addition, it has been noted that development plans and promoting the QCF Health & Social Care qualifications, amongst other professional courses is required to attract those looking to make a career in the industry. A number of colleagues at The Meath have progressed through the ranks over the years and achieved a desirable job and good earnings potential. The Recruitment Co-Ordinator plans to capitalise on these success stories to help attract applicants.

The Meath employs a dedicated Training Manager to support the mandatory training needs of the care staff, i.e., Epilepsy Awareness, Manual Handling, First Aid, Food Hygiene, etc. The Trainer joined the HR team in September 2021 and is also supporting with employee relations and buddying skills, as well as recently being appointed the QCF Internal Assessor.

The Training Manager is committed to promoting the QCF Level 2 and 3 Health & Social Care qualifications to teach 'best-practice' standards of care to the staff. It has been noted that 52% of staff at The Meath have achieved their Level 3 QCF. This is a good result and higher than the national average of 40%.

### Staff Wellbeing

As across numerous organisations, many colleagues have felt stressed and vulnerable during the pandemic and have needed health & wellbeing strategies. Managers have been trained in supporting colleagues with wellbeing action plans, as well as mediation skills to help with staff conflict due to increased stress and anxiety levels.

In addition, colleagues within the residential care team have recently enrolled on Mental Health First Aid courses to boost the support to their teams in this important area. The newly launched employee assistance programme has an emphasis on mental wellbeing support techniques and helplines for advice.

## FUNDRAISING & MARKETING

Despite the very rapidly changing fundraising landscape, the Fundraising Team, for the fourth successive year, has exceeded its challenging target.

We are delighted to have secured £561,453 this year. We are so very grateful to everyone who has supported us through this difficult year as we emerge from the pandemic. Never has each and every donation been so highly valued and needed. Thank you.

The majority of our funders wish to remain anonymous, but we are pleased to confirm we have restricted grants from National Lottery Community Fund, Garfield Weston and the Community Foundation for Surrey. We are very fortunate to have ongoing support from a variety of individuals, organisations, and Trusts. We thank them all for helping us to continue our valuable work enabling and empowering extremely vulnerable individuals to live safe, happy, and fulfilled lives.

The Charity is committed to providing the outstanding level of care and support that residents and day clients receive, the variety of opportunities, combined with specialist care and support, comes at a significant cost. The people we support receive funding from their own Local Authority for a basic care package. The income raised by the Fundraising team covers the cost of non-statutory services and equipment and covers the cost of all the extra activities, services or equipment that mean so much to those in our care. As was highlighted in last year's report, the focus for 2021/22 has been on core funding, strengthening the Charity's financial position and building reserves and this will remain our focus for 2022/23.

### Events Highlights

We were very pleased to be able to host two golf days and the premier of the new James Bond film despite the numerous challenges the pandemic brought. We are so grateful to everyone for supporting these events.

Our fundraising concert at Glyndebourne has been postponed for the third time and will now take place on 11<sup>th</sup> April 2022.

## FINANCIAL REVIEW

### Corporate Appointeeship

Some services we have historically provided are now recognised to pose a conflict of interest and are no longer appropriate. We are working together with parents and guardians to ensure client monies are transferred to legal representatives.

### Westbrook Housing

Historically we have managed our supported living services through a separate entity, Westbrook Housing. With effect from 1 April 2022, the remaining assets and liabilities of Westbrook Housing were merged with those of The Meath and Westbrook Housing has since been dissolved.

### COVID-19

COVID-19 furlough support continued at the beginning of the year; this together with actions taken during 2021 meant we did not incur significant additional costs. There has, however, been a knock-on impact (see below) in retention and recruitment of care staff in general.

### Residential Vacancies

Due to the pandemic, people have understandably been reluctant to move and vacancies have proved difficult to fill. This coupled with the often lengthy lead time to complete the required assessments has meant we carried more vacancies than usual during the year which has contributed a £131,553 shortfall in fees.

### Staff Vacancies

As widely reported, the care sector struggled to fill vacancies during the pandemic and continues to do so, resulting in a heavy dependency on agency staff which has had a significant impact on costs.

### Operating Results

Net deficit for the year £351,126 is after crediting COVID-19 support grants £104,709, crediting donations and legacies £632,890, and charging depreciation £471,769. A significant proportion of donations and legacies £198,373 has been to support core salary costs in the Skills Centre and healthcare teams.

### Going Concern

The Charity's business plan for March 2024 has been forecast to include: fees in respect of new residents, planned uplift in entry level hourly rates, and increases in utility costs. Whilst this shows the Charity will have adequate reserves and will be able to meet its liabilities as they fall due costs continue to be closely monitored. Accordingly, the Trustees continue to adopt the going concern basis in preparing the financial statements.

### Reserves Policy

The Trustees recognise the need for the Charity to have sufficient reserves to be able to meet its charitable obligations and provide for a stable and sustainable future. The current policy is to build the unrestricted general fund to a level that covers 3 months' expenditure plus any one-off major capital projects. Unrestricted general fund at 31 March 2022 amounted to £1,841,045 representing 4 months' average fixed costs.

### Investment policy and objectives

Investments had a value of £1.0m at 31 March 2022. The Trustee directors can make such arrangements as they think fit for the investment of the charity's funds and have regard to the likely timing of major future development expenditure and the level of market prices when making decisions on investments. Social, environmental and ethical aspects of making investments are regularly reviewed by the Trustee directors together with the Charity's investment advisers.

### Principal Risks & Uncertainties

The main risks identified by the Board are:

- Reliance on fees from Local Authorities,
- Inability to raise funds for future developments/refurbishments,
- Poor property maintenance leading to major repair costs,
- Lack of ability to recruit staff and poor staff retention,
- Breach of employment legislation,
- Serious failure to meet care standards.
- A serious outbreak of COVID-19 at The Meath for residents, staff, or both.
- Escalating costs, especially utilities.

The processes to mitigate these risks are summarized below:

- The aim is to provide value for money specialist care and maintain excellent communication with the Local Authorities.
- The Charity employs fundraising professionals and plans are fully funded before initiating developments.
- A rolling maintenance programme is operated with professional advice. The Charity offers excellent opportunities and is constantly reviewing the recruitment offers and staff development.
- An HR professional specialist is retained to minimise this risk.
- Staff training is undertaken to maintain and improve high care standards.
- Constant evaluation by the CEO and Senior Leadership Team of the COVID-19 risk assessment and safety procedures.
- Costs and variances are closely monitored through reporting and budget delegation.

## PLANS FOR THE FUTURE

The COVID-19 pandemic has put The Meath through rigorous strategic-resilience tests. The primary objectives achieved have been to adapt new processes and procedures to remain in line with government guidelines and maintain the safety of residents and staff alike. This has resulted in some of our objectives being deferred. A summary of progress made on objectives is below:

### Summary of the Charity's Objectives 2022-23

Objective	Outcome
To increase the external clients to the Social Enterprises and promote the services to the local community.	In progress – currently building relationships with external providers. Some former external clients have already returned since the restrictions have eased.
To stabilise the recruitment situation and focus on retention, training & development.	Ongoing challenge – additional resource has recently been deployed to the team.
To maintain full occupancy	Will be complete by September 2022.
To conduct a procurement review to ensure all expenditure is fit for purpose.	To be reviewed.
Remove the 'conflict of interest' of The Meath being the appointee for the people we support.	In progress – expected completion by March 2023.

## STRUCTURE, GOVERNANCE & MANAGEMENT

### The Charity

The charity (Registered Charity Number 200359) is unincorporated and registered with the Charity Commission in England and Wales. It is governed by its Trust Deed last amended on 25 May 2015.

- Epilepsy is covered by the Equality Act in England, Scotland and Wales, and the Disability Discrimination Act in Northern Ireland.
- Most importantly, many people with complex epilepsy can take part in the same activities as everyone else given the appropriate help and with simple safety measures applied.

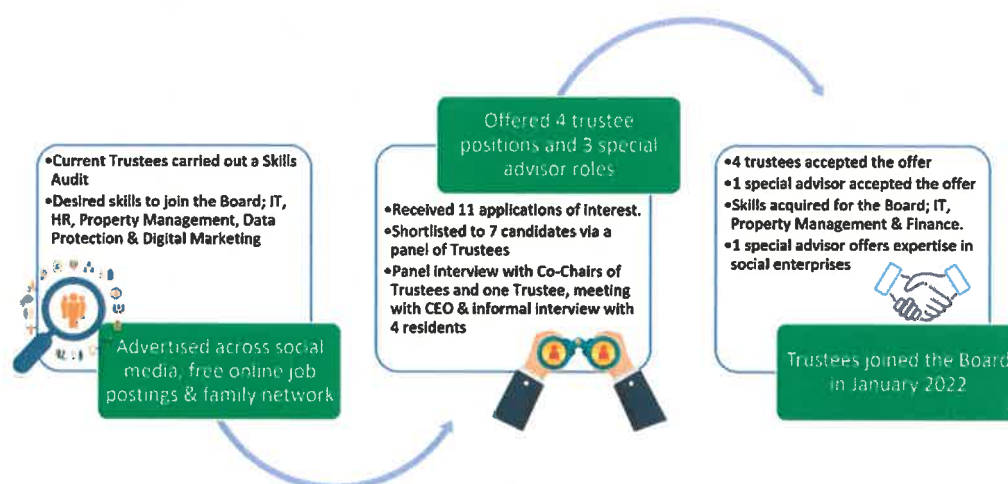
### Recruitment and appointment of new Trustee Directors

The Trustee Directors are Directors of The Meath Trustee Company Limited. They are recruited to maintain a balance of skills, qualifications, and experience to ensure that the Charity and its property are managed efficiently and knowledgeably. When a vacancy occurs, a profile of the new Trustee Directors is agreed, with suitable candidates identified possessing the expertise required. References are obtained for any new Trustee Director, including a criminal records bureau check.

All new Trustee Directors are given a copy of the Charity Commissioners' booklet on the responsibilities of a Trustee. A file of essential information is provided as part of their induction programme. An updated Governance Manual and Code of Conduct for Trustees was produced, which will be reviewed annually. Each new Trustee Director is appointed for an initial term of four years. Once elected they do not have to be re-elected annually, but they do have to stand down at the end of their four-year term. Trustees are entitled to stand for re-election for a maximum of three terms.

In 2021, the Co-Chairs of Trustees successfully recruited four new members to the Board to plan for at least three members retiring.

### *The 2021 Trustee Recruitment Process / Cycle*



The recruitment campaign attracted some very high-calibre individuals, resulting in one special advisor role being accepted to counsel on specific committees. Special Advisors would have an opportunity to consider a position on the Board in 12 months' time if mutually agreed. Currently, there are 12 Trustees in total, four having joined in January 2022 following the successful recruitment campaign.

### **Organisational Structure**

The Chief Executive is responsible for the strategic and day-to-day management of the Charity and reports to the Committee of Management, who are Trustee Directors of the Charity. The strategic direction of the organisation is determined by the CEO with the Trustee Directors, who have overall responsibility for the Charity. The Trustee Directors also ensure that the Charity adheres to the policies and procedures laid down by the Charity Commission and the Care Quality Commission. To fulfil this role, the Trustee Directors have established the following sub-committees: Social Enterprises, Finance and Risk, Fundraising and Communications, Health and Social Care, Property and Developments and Nominations and Remunerations Committee. These committees report regularly to the Board where decisions are formally agreed. From May 2022, the structure of the meetings will be changing to include more frequent Board meetings, less committees and a new opportunity for Trustees to get involved in Task & Finish groups with the purpose of looking for cost efficiencies within the commercial areas of The Meath.

### **Arrangements for setting pay of key management**

Remuneration of the Chief Executive is decided by the Trustee Directors after consideration of the level paid to comparable organisations and an assessment of performance. The level of remuneration and increases paid to Senior Executives reporting directly to the Chief Executive are proposed by the Chief Executive and agreed by Trustee Directors.

### **Risk and Corporate Governance Matters**

Trustee Directors are responsible for the management of risk faced by the Charity and treat risk management as a priority. Risk awareness is emphasised throughout all levels of the organisation. Risks are identified, assessed and controls are applied throughout the year by senior management and staff employed by the Charity. Each risk has been grouped and evaluated according to priority and assigned to one of the five sub-committees for detailed annual review, with the assistance of senior management, and to check that procedures have been established to mitigate those risks.

The Finance and Risk Committee formally reviews the entire risk management process annually. There is a major incident plan that operates immediately when a serious incident has been identified, and all the other risks are managed daily. The Charity is subject to regular inspections by the Care Quality Commission (CQC) and is required to conform to the National Care Standards.

### Health and Safety

As an employer, the Charity holds Health and Safety matters as paramount, working to the Health and Safety at Work Act 1974 and other associated legislation. The Chief Executive is responsible for monitoring The Meath's policy and its implementation, maintenance, and ongoing review.

The Charity has a procedure for reporting accidents, diseases and dangerous occurrences to the Health and Safety Executive and the National Care Standards Commission, with all records being kept for inspection.

### Funds held as custodian for others

The Charity acts as appointee for those residents who are unable to, or choose not to, operate their own personal finances. These funds are held in a designated bank account with the money available to each individual resident upon request. In common with other charities, this arrangement is now recognised as a conflict of interest, we are therefore taking action during 2021/22 to make suitable alternative arrangements for our residents.

### Related parties

Dr Colin Stokes MBE is a Patron of The Meath and Chairman of Arthouse Unlimited. Anna Coss is a Trustee of The Meath and a Trustee of Arthouse Unlimited. Arthouse Unlimited is a social enterprise through which The Meath is able to provide stimulating activity sessions and an outlet for artistic talent.

Apart from the above, no other Trustee Directors of The Meath have connections with any other interested parties.

## REFERENCE & ADMINISTRATION

### The Meath Epilepsy Charity - Registered Charity number: 200359

The Charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. This was founded under the name "The Meath Home for Epileptic Women and Girls" in a Conveyance and Declaration of Trust dated 28th October 1896. The latest change to the governing document was during May 2015.

### The Meath Trustee Company Limited - Registered Company number: 5822835

The Meath Trustee Company Limited was incorporated on the 19th of May 2006 and is the Trustee of The Meath Epilepsy Charity.

### Principal address

Westbrook Road  
Godalming  
Surrey GU7 2QH

### Contact details

Telephone: 01483 415095  
Email: [info@meath.org.uk](mailto:info@meath.org.uk)  
Web: [www.meath.org.uk](http://www.meath.org.uk)

### Patrons

HM Lord-Lieutenant of Surrey, Michael More-Molyneux  
The Baroness Parminter of Godalming  
The Rt. Hon. Jeremy Hunt MP  
John Jeffrey MBE  
Richard Lockwood  
Lesley Lockwood  
Dr Colin Stokes MBE

THE MEATH EPILEPSY CHARITY REPORT OF THE TRUSTEE  
FOR THE YEAR ENDED 31 MARCH 2022

**Trustee Directors**

Anna Coss – Co-Chair of Trustees  
Graham Healy – Co-Chair of Trustees  
Mark Dumas  
Tim Bloomfield  
Malcolm Ring  
Dr Penny Wade  
Tony Röbin – resigned July 2021  
Dr Jonathan Moore – resigned July 2021  
Robin Gourlay – retired December 2021  
Karen Thurston – appointed January 2022  
Chris Alder – appointed January 2022  
Helen Pernelet – appointed January 2022  
Nick Fenton – appointed January 2022

*Chief Executive & Senior Management Team*

**Chief Executive**

Lee Bennett (joined September 2022)  
Lindsay Perryman (left June 2022)

**Head of HR & Operations**

Joanne Axton

**Head of Fundraising**

Lucy Miguda

**Head of Finance**

Andrew Bagley

**Head of Compliance & Training**

Michelle Plumb

**Registered Manager**

Tracy Toth

**Auditor & Advisors**

Auditor: Crowe U.K. LLP, 55 Ludgate Hill, London, EC4M 7JW  
Bankers: Lloyds Bank Plc, 49 High Street Godalming Surrey, GU7 1AT  
Investment Advisor: JM Finn & Co, 4 Coleman Street London, EC2R 5TA

## STATEMENT OF TRUSTEE RESPONSIBILITIES

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

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed requires the Trustee Directors to prepare financial statements for each financial year which give a true and fair view of the situation of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period. In preparing those financial statements, the Trustee Directors are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charity 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.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustee Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed.

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.

The Trustee Directors are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## APPROVED ON BEHALF OF THE TRUSTEES



**Anna Coss & Graham Healy (Co-Chairs of Board of Trustees)**  
The Meath Trustee Company Limited

16 November 2022

## Independent Auditor's Report to the Trustees of The Meath Epilepsy Charity

### Opinion

We have audited the financial statements of The Meath Epilepsy Charity ('the charity') and its subsidiary ('the group') for the year ended 31 March 2022 which comprise the Consolidated Statement of Financial Activities, Consolidated and Charity Balance Sheet, Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charity's affairs as at 31 March 2022 and of the group's income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the parent charity's or the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The Trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## Opinions on other matters prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit:

- the information given in the Trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' report have been prepared in accordance with applicable legal requirements.

## Matters on which we are required to report by exception

In light of the knowledge and understanding of the group and parent charity and their environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

## Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement (as set out on page 17) the Trustees (who are also the directors of the parent charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the parent charity or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the parent charity and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2021 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the parent charity's and the group's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the parent charity and the group for fraud. The laws and regulations we considered in this context for the UK operations were CQC Regulations for service providers and managers, General Data Protection Regulation (GDPR) and Health and Safety Legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management, and the Finance & Risk Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, agreeing a sample of resident contracts to financial records and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

### Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the parent charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



1st December 2022

Julia Poulter

Date

Senior Statutory Auditor  
For and on behalf of  
Crowe U.K. LLP  
Statutory Auditor  
London

Crowe U.K. LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021



**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

GROUP	Notes	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
		2022				2021			
		£	£	£	£	£	£	£	£
<b>Income</b>									
Donations & legacies		298,122	334,768	-	632,890	325,128	446,626	-	771,754
Charitable activities	2	6,310,171	-	-	6,310,171	6,318,964	-	-	6,318,964
Social enterprise		181,570	-	-	181,570	30,783	-	-	30,783
Fund raising events		29,226	40,671	-	69,897	34,616	32,070	-	66,686
Investment income	3	24,128	-	-	24,128	23,035	-	-	23,035
Other income	4	104,709	-	-	104,709	346,352	-	-	346,352
		<u>6,947,926</u>	<u>375,439</u>	<u>-</u>	<u>7,323,365</u>	<u>7,078,878</u>	<u>478,696</u>	<u>-</u>	<u>7,557,574</u>
<b>Expenditure</b>									
Charitable activities	5	6,814,287	56,396	111,804	6,982,487	6,481,448	134,668	111,804	6,727,920
Social enterprise	5	577,726	975	-	578,701	235,769	40,982	-	276,751
Raising funds	5	177,076	-	-	177,076	182,506	-	-	182,506
		<u>7,569,089</u>	<u>57,371</u>	<u>111,804</u>	<u>7,738,264</u>	<u>6,899,723</u>	<u>175,650</u>	<u>111,804</u>	<u>7,187,177</u>
<b>Net income / (expenditure)</b>		(621,163)	318,068	(111,804)	(414,899)	179,155	303,046	(111,804)	370,397
Net gain/(loss) on investments		63,773			63,773	95,093			95,093
Transfer between funds	14	376,743	(376,743)	-	-	157,235	(157,235)	-	-
<b>Net movement in funds</b>		(180,647)	(58,675)	(111,804)	(351,126)	431,483	145,811	(111,804)	465,490
Total funds brought forward		<u>10,755,968</u>	<u>259,732</u>	<u>4,607,781</u>	<u>15,623,481</u>	<u>10,324,485</u>	<u>113,921</u>	<u>4,719,585</u>	<u>15,157,991</u>
<b>Total funds carried forward</b>		<u>10,575,321</u>	<u>201,057</u>	<u>4,495,977</u>	<u>15,272,355</u>	<u>10,755,968</u>	<u>259,732</u>	<u>4,607,781</u>	<u>15,623,481</u>

**CONTINUING OPERATIONS**

Income and expenditure has arisen from continuing activities.

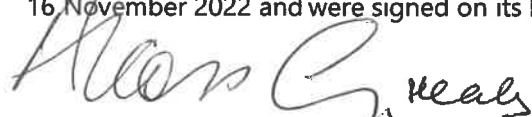
**The notes form part of these financial statements**

## CONSOLIDATED BALANCE SHEET

### AS AT 31 MARCH 2022

	Notes	Consolidated		Charity	
		2022	2021	2022	2021
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	8	13,230,251	13,613,944	13,230,251	13,613,944
Listed investments	9	1,026,101	904,431	1,026,101	904,431
Subsidiary undertakings	9	-	-	1	1
		<u>14,256,352</u>	<u>14,518,375</u>	<u>14,256,353</u>	<u>14,518,376</u>
<b>Current assets</b>					
Debtors: amounts falling due within one year	10	343,325	554,571	343,325	554,570
Bank balances & cash in hand	11	<u>1,361,384</u>	<u>1,423,294</u>	<u>1,361,384</u>	<u>1,423,294</u>
		1,704,709	1,977,865	1,704,709	1,977,864
<b>Current liabilities</b>					
Creditors: amounts falling due within one year	12	<u>688,706</u>	<u>872,759</u>	<u>688,706</u>	<u>872,759</u>
<b>Net current assets</b>		<u>1,016,003</u>	<u>1,105,106</u>	<u>1,016,003</u>	<u>1,105,105</u>
<b>Total assets less current liabilities</b>		<u>15,272,355</u>	<u>15,623,481</u>	<u>15,272,356</u>	<u>15,623,481</u>
<b>Charity funds</b>	14				
Unrestricted:					
General fund		1,841,045	1,749,805	1,841,046	1,749,805
Capital fund		<u>8,734,274</u>	<u>9,006,163</u>	<u>8,734,274</u>	<u>9,006,163</u>
		<u>10,575,319</u>	<u>10,755,968</u>	<u>10,575,320</u>	<u>10,755,968</u>
Restricted:					
Restricted fund		201,059	259,732	201,059	259,732
Endowment fund		<u>4,495,977</u>	<u>4,607,781</u>	<u>4,495,977</u>	<u>4,607,781</u>
		<u>4,697,036</u>	<u>4,867,513</u>	<u>4,697,036</u>	<u>4,867,513</u>
<b>Total funds</b>		<u>15,272,355</u>	<u>15,623,481</u>	<u>15,272,356</u>	<u>15,623,481</u>

The financial statements were approved and authorised for issue by the Board of Trustee Directors on 16 November 2022 and were signed on its behalf by:



**Anna Coss & Graham Healy (Co-Chairs of the Board of Trustees)**

The Meath Trustee Company Limited

**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**GROUP**

	2022 £	2021 £
<b>Cash flows from operating activities</b>		
Net income/(expenditure) for the reporting period	(351,126)	465,490
Adjustments for:		
Depreciation charges	471,768	430,391
Loss/(gain) on investments	(63,773)	(95,093)
Interest receivable	(24,128)	(23,035)
Decrease/(increase) in debtors	211,247	36,465
Increase/(decrease) in creditors	(184,053)	372,435
Net cash generated by operating activities	59,935	1,186,653
<b>Cash flows from investing activities</b>		
Purchase of tangible fixed assets	(88,076)	(442,280)
Sale of tangible fixed assets	-	63,480
Purchase of investments	(57,897)	(101,800)
Sale of investments	-	106,089
Interest received	24,128	23,035
	(121,845)	(351,476)
<b>Change in cash &amp; cash equivalents</b>	(61,910)	835,177
<b>Cash &amp; cash equivalents brought forward</b>	1,423,294	588,117
<b>Cash &amp; cash equivalents carried forward</b>	1,361,384	1,423,294

## 1. ACCOUNTING POLICIES

### a) **Basis of preparing the financial statements**

The accounts & financial statements have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with FRS102 the Financial Reporting Standard 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 (financial statements) 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 the 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) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Meath Epilepsy Charity 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(s).

The financial statements of The Meath Epilepsy Charity and its subsidiary company are consolidated, on a line-by-line basis, to produce the Group financial statements. The consolidated entity is referred to as 'the Group'. The charity has taken advantage of the exemptions in FRS 102 from the requirements to present a charity only Cash Flow Statement and certain disclosures about the charity's financial instruments.

Having considered the financial position of the Meath Epilepsy Charity and plans and forecasts for future periods, the Trustee is satisfied that there is no material uncertainty around the ability of the Charity to continue as a going concern for the foreseeable future. The financial statements have therefore been prepared on the basis that the charity is a going concern.

### b) **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably. The main sources of income are from local authorities for providing high levels of care and residential accommodation, this is supplemented by income from social enterprises providing products & services to external clients and the general public. Income from local authorities is recognised in the year that care and accommodation is provided. Income from social enterprises is recognised in the year that a sale occurs. Donations are recognised on receipt.

### c) **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

**d) Raising funds**

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

**e) Governance costs**

This comprises the costs of compliance with constitutional and statutory requirements.

**f) Taxation**

The charity is exempt from tax on its charitable activities but is registered for VAT for the social enterprises.

**g) Tangible fixed assets**

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

Freehold property	-	2% on cost
Fixtures and fittings	-	20% on cost
Motor vehicles	-	20% on cost

No depreciation is charged on freehold land.

The charity has a capitalisation threshold of £1,000, at which point all assets are capitalised.

**h) Fund accounting**

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

The general fund comprises unrestricted funds which are neither designated by Trustee Directors nor restricted by donors.

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. There is one remaining designated fund within the Trust which form part of the unrestricted funds.

**i) Investment Statement**

Investments are valued at market value as at the balance sheet date. Realised and unrealised gains and losses arising on the revaluation of investments are credited or charged to the Statement of Financial Activities.

**j) Capital Fund**

A Designated "Capital fund" has been established to account for the value of Fixed Assets which are not within the Endowment Fund and thus cannot be used for the general purposes of the Charity.

**k) Endowment Fund**

This represents the original gift to the charity of its freehold land and building in 1896. The freehold property has been revalued as at 25 March 2011 using the depreciated replacement cost value at £5,727,362. The written down value at 31 March 2022 is £4,495,977 (2020: £4,607,781).

**l) Pension costs and other post-retirement benefits**

The charity supports a defined contribution group personal pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

These contributions are invested in an insurance company and are therefore separate from the charity's assets.

**m) Stock**

Stock within the charity consists of donated second hand wooden furniture, the value of which is considered to be minimal. On this basis, no value has been applied to items.

**n) Financial instruments**

The Meath Epilepsy Charity Trust has financial assets of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at the present value of future cash flows (amortised costs). No discounting has been applied to these financial instruments on the basis that the periods over which amounts will be settled are such that any discounting would be immaterial.

**o) Critical accounting judgements and key sources of estimation**

In the application of the charity's accounting policies, which are described within the notes above, the Trustee Directors are required to make judgements, estimates, assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates 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 the revision and future periods if the revision affects the current and future periods.

In the view of the Trustee Directors, no assumptions concerning the future or estimation uncertainty affecting 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 MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

**2 CHARITABLE ACTIVITY INCOME**

	2022 £	2021 £
Residential fees	5,952,789	6,008,146
Supported living	357,382	255,195
Day Centre & other fees	-	55,623
	<u>6,310,171</u>	<u>6,318,964</u>

**3 INVESTMENT INCOME**

	2022 £	2021 £
Dividends & interest received	<u>24,128</u>	<u>23,035</u>

**4 OTHER INCOME**

	2022 £	2021 £
CV19 support grants	101,252	204,962
CJRS furlough claims	<u>3,457</u>	<u>141,390</u>
	<u>104,709</u>	<u>346,352</u>

**5 CHARITABLE ACTIVITY COSTS**

	Residential & Day Care £	Supported Living £	Charitable Activities £	Raising Funds £	Social Enterprise £	2022 £	2021 £
Residential care support costs							
Support staff costs	557,107	-	557,107	-	-	557,107	551,930
General overheads	889,487	-	889,487	-	-	889,487	833,383
Governance costs							
- external auditor's remuneration	20,680	-	20,680	-	-	20,680	19,404
Raising funds							
General overheads	-	-	-	38,133	-	38,133	43,029
Total support costs	<u>1,467,274</u>	<u>-</u>	<u>1,467,274</u>	<u>38,133</u>	<u>-</u>	<u>1,505,407</u>	<u>1,447,746</u>
Staff costs	4,677,900	188,092	4,865,992	93,969	369,221	5,329,182	4,961,223
Other direct costs	141,784	35,669	177,453	44,974	109,695	332,122	270,079
Retail costs	-	-	-	-	99,785	99,785	77,738
Depreciation	<u>471,768</u>	<u>-</u>	<u>471,768</u>	<u>-</u>	<u>-</u>	<u>471,768</u>	<u>430,391</u>
<b>Year ended 31 March 2022</b>	<u><u>6,758,726</u></u>	<u><u>223,761</u></u>	<u><u>6,982,487</u></u>	<u><u>177,076</u></u>	<u><u>578,701</u></u>	<u><u>7,738,264</u></u>	<u><u>7,187,177</u></u>
<b>Year ended 31 March 2021</b>	<u><u>6,519,024</u></u>	<u><u>208,896</u></u>	<u><u>6,727,920</u></u>	<u><u>182,506</u></u>	<u><u>276,751</u></u>	<u><u>7,187,177</u></u>	
Depreciation on the endowment property included in residential & day care costs						<u>111,804</u>	<u>111,804</u>

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

**6 TRUSTEES, DIRECTORS & KEY MANAGEMENT PERSONNEL  
REMUNERATION & BENEFITS**

During the year, and prior year, there were three key management personnel comprising the Chief Executive, the Head of Operations & HR, and the Head of Finance, whose emoluments including employer pension contributions and employer national insurance contributions totalled £254,645 (2021: £231,783). No Trustees received any remuneration or other benefits or reimbursement of any expenses for the year (2021: £nil). Employees earning over £60,000, including employer pension contributions.

	2022 No.	2021 No.
Between £60,000 and £70,000	-	1
Between £70,000 and £80,000	1	-
Between £80,000 and £90,000	1	1

**7 STAFF COSTS**

	2022 £	2021 £
Wages & salaries	4,701,132	4,659,485
Social security	351,522	361,323
Pension contributions	<u>309,479</u>	<u>320,803</u>
	<u>5,362,133</u>	<u>5,341,611</u>

	2022 No.	2021 No.
Average number of staff during the year	210	203

During the year 3 employees (2021: nil) were made redundant, and 3 employees received severance payments. The total costs, including payments in lieu of notice, were £67,358 (2021: £nil) of which £50,128 (2021: £nil) were redundancy payments and £17,230 (2021: £nil) settlement payments.

**8 TANGIBLE FIXED ASSETS**

GROUP & CHARITY	Freehold Property £	Equipment Fixtures & Fittings £	Motor Vehicles £	Total £
<b>Cost</b>				
At 1 April 2021	15,882,753	1,685,031	140,582	17,708,366
Additions	22,167	65,909	-	88,076
Disposals	<u>-</u>	<u>(467,552)</u>	<u>-</u>	<u>(467,552)</u>
At 31 March 2022	<u>15,904,920</u>	<u>1,283,388</u>	<u>140,582</u>	<u>17,328,890</u>
<b>Depreciation</b>				
At 1 April 2021	2,638,988	1,397,562	57,872	4,094,422
Charge for the year	332,132	117,213	22,424	471,769
Eliminated on disposals	<u>-</u>	<u>(467,552)</u>	<u>-</u>	<u>(467,552)</u>
At 31 March 2022	<u>2,971,120</u>	<u>1,047,223</u>	<u>80,296</u>	<u>4,098,639</u>
<b>Net book value</b>				
At 31 March 2022	<u>12,933,800</u>	<u>236,165</u>	<u>60,286</u>	<u>13,230,251</u>
At 1 April 2021	<u>13,243,765</u>	<u>287,469</u>	<u>82,710</u>	<u>13,613,944</u>

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

**9 FIXED ASSET INVESTMENTS**

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
<b>Listed investments</b>				
Market value at 1 April 2021	904,431	813,627	904,431	813,627
Additions	57,897	101,800	57,897	101,800
Disposals	-	(106,459)	-	(106,459)
Unrealised gains/(losses)	<u>63,773</u>	<u>95,463</u>	<u>63,773</u>	<u>95,463</u>
Market value at 31 March 2022	<u>1,026,101</u>	<u>904,431</u>	<u>1,026,101</u>	<u>904,431</u>

The listed investments held for both years is a mixture of equities and bonds.

**Shares in group undertakings**

Historical cost at 1 April 2021	-	-	1	1
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Historical cost at 31 March 2022	<u>-</u>	<u>-</u>	<u>1</u>	<u>1</u>

There were no investment assets outside the UK. The Charity's investment in Group undertakings at the balance sheet date was in The Arthouse at The Meath Limited.

**The Arthouse at The Meath Limited:**

Nature of business: Social enterprise for educating and helping residents of The Meath to make, commercialise and sell art and art images.

Class of shares: Ordinary - 100% holding

Activity: the company was dormant during the year ended 31 March 2022

Aggregate capital and reserves: £ (37,960) (2021: £(37,960))

**10 DEBTORS**

**Amounts falling due within one year**

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Residents fees	227,835	348,455	227,835	348,455
Other debtors	70,625	128,926	400	31,700
Prepayments & accrued income	44,865	77,190	44,865	77,190
Amounts due from group undertaking	<u>-</u>	<u>-</u>	<u>70,225</u>	<u>97,225</u>
	<u>343,325</u>	<u>554,571</u>	<u>343,325</u>	<u>554,570</u>

Other debtors include £70,225 (2021: £97,225) due from Arthouse Unlimited after more than one year.

**11 BANK BALANCES & CASH IN HAND**

At 31 March 2022 the charity held monies which are administered on behalf of residents £115,062 (2021: £92,419), and residents' personal monies £243,206 (2021: £230,069). These balances have not been included in these accounts.

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

**12 CREDITORS**  
**Amounts falling due within one year**

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Trade creditors	146,926	165,320	146,926	165,320
Social security & other taxes	93,423	91,858	93,423	91,858
Deferred income	81,902	322,583	81,902	322,583
Other creditors	40,310	43,257	40,310	43,257
Accrued expenses	<u>326,145</u>	<u>249,741</u>	<u>326,145</u>	<u>249,741</u>
	<u>688,706</u>	<u>872,759</u>	<u>688,706</u>	<u>872,759</u>

Deferred income comprises residents' fees and event income received in advance of the period to which it relates.

**13 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**GROUP**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
Tangible fixed assets	8,734,274	-	4,495,977	13,230,251	13,613,944
Investments	1,026,101	-	-	1,026,101	904,431
Current assets	1,503,650	201,059	-	1,704,709	1,928,699
Current liabilities	<u>(688,706)</u>	<u>-</u>	<u>-</u>	<u>(688,706)</u>	<u>(823,593)</u>
	<u>10,575,319</u>	<u>201,059</u>	<u>4,495,977</u>	<u>15,272,355</u>	<u>15,623,481</u>

**GROUP**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £
Tangible fixed assets	9,006,163	-	4,607,781	13,613,944
Investments	904,431	-	-	904,431
Current assets	1,668,967	259,732	-	1,928,699
Current liabilities	<u>(823,593)</u>	<u>-</u>	<u>-</u>	<u>(823,593)</u>
	<u>10,755,968</u>	<u>259,732</u>	<u>4,607,781</u>	<u>15,623,481</u>

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

**14 MOVEMENT IN FUNDS**

GROUP	Funds at 1 April 2021 £	Income £	Expenditure £	Transfers £	Gains / (losses) £	Funds at 31 March 2022 £
Unrestricted funds						
General fund	1,749,805	6,947,925	(7,569,090)	648,632	63,773	1,841,045
Capital fund	9,006,163	-	-	(271,889)	-	8,734,274
	<u>10,755,968</u>	<u>6,947,925</u>	<u>(7,569,090)</u>	<u>376,743</u>	<u>63,773</u>	<u>10,575,319</u>
Restricted funds						
Berkshire Golf Day	-	14,135	(3,440)	(10,695)	-	-
St Clement Danes	1,750	-	(225)	-	-	1,525
Changing Perception Salaries	-	20,000	-	(16,668)	-	3,332
Meath golf day	-	19,153	(9,534)	(9,619)	-	-
Physiotherapist	-	6,000	-	(6,000)	-	-
Shed	8,500	-	(5,279)	(3,221)	-	-
Skills Centre Activity Sessions	9,895	22,669	(975)	(22,764)	-	8,825
Skills Centre Salaries	-	80,000	-	(66,668)	-	13,332
Enrichment fund	58,632	183,399	(1,718)	(115,218)	-	125,095
LEF panel	2,623	10,000	(12,527)	12,338	-	12,434
Borrow Trust	-	5,000	(3,715)	-	-	1,285
Gym equipment	-	2,690	(2,680)	(10)	-	-
James Bond	-	4,941	(5,097)	156	-	-
Glyndebourne 5th April 2021	29,980	2,442	(5,451)	(22)	-	26,949
Hambledon lounge	-	5,011	(6,729)	-	-	(1,718)
Gym Salary	25,000	-	-	(25,000)	-	-
IT - New Meath Computers	4,956	-	-	(4,956)	-	-
Personal Centred Software	50,520	-	-	(50,520)	-	-
Fundraising reintegration	47,876	-	-	(47,876)	-	-
Therapeutic room - Therapist 21/22	<u>20,000</u>	<u>-</u>	<u>-</u>	<u>(10,000)</u>	<u>-</u>	<u>10,000</u>
	<u>259,732</u>	<u>375,440</u>	<u>(57,370)</u>	<u>(376,743)</u>	<u>-</u>	<u>201,059</u>
Endowment fund	<u>4,607,781</u>	<u>-</u>	<u>(111,804)</u>	<u>-</u>	<u>-</u>	<u>4,495,977</u>
	<u>4,867,513</u>	<u>375,440</u>	<u>(169,174)</u>	<u>(376,743)</u>	<u>-</u>	<u>4,697,036</u>
Total funds	<u>15,623,481</u>	<u>7,323,365</u>	<u>(7,738,264)</u>	<u>-</u>	<u>63,773</u>	<u>15,272,355</u>

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

**14 MOVEMENT IN FUNDS (Continued)**

GROUP	Funds at 1 April 2020 £	Income £	Expenditure £	Transfers £	Gains / (losses) £	Funds at 31 March 2021 £
Unrestricted funds						
General fund	1,200,075	7,078,878	(6,899,723)	275,482	95,093	1,749,805
Capital fund	<u>9,124,410</u>	<u>-</u>	<u>-</u>	<u>(118,247)</u>	<u>-</u>	<u>9,006,163</u>
	<u>10,324,485</u>	<u>7,078,878</u>	<u>(6,899,723)</u>	<u>157,235</u>	<u>95,093</u>	<u>10,755,968</u>
Restricted funds						
Glyndebourne (deferred to 10/04/22)	-	30,070	(90)	-	-	29,980
Gym salary (20/21 & 21/22)	-	50,000	(25,000)	-	-	25,000
IT - New Meath Computers	-	5,956	-	(1,000)	-	4,956
Personal Centred Software	-	75,000	-	(24,480)	-	50,520
Therapeutic room - Therapist 21/22	-	20,000	-	-	-	20,000
Enrichment funding	-	69,147	(7,892)	-	-	61,255
Emergency & reintegration CV19	7,300	89,916	(49,340)	-	-	47,876
St Clement Danes	-	2,000	(250)	-	-	1,750
Shed	-	14,000	(5,500)	-	-	8,500
Skills Centre Activity Sessions	-	15,743	(5,848)	-	-	9,895
Therapeutic Sensory Room	96,711	-	-	(96,711)	-	-
Car Fund - Post Break in	9,910	20,000	-	(29,910)	-	-
Skills Centre shower refurb x 1	-	5,134	-	(5,134)	-	-
Refurbished bathrooms & wet rooms	-	14,700	(14,700)	-	-	-
Occupational Therapist salaries	-	32,000	(32,000)	-	-	-
Skills centre salaries	-	8,880	(8,880)	-	-	-
Changing Perceptions van	-	26,000	(26,000)	-	-	-
Other	-	150	(150)	-	-	-
	113,921	478,696	(175,650)	(157,235)	-	259,732
Endowment fund	<u>4,719,585</u>	<u>-</u>	<u>(111,804)</u>	<u>-</u>	<u>-</u>	<u>4,607,781</u>
	<u>4,833,506</u>	<u>478,696</u>	<u>(287,454)</u>	<u>(157,235)</u>	<u>-</u>	<u>4,867,513</u>
Total funds	<u>15,157,991</u>	<u>7,557,574</u>	<u>(7,187,177)</u>	<u>-</u>	<u>95,093</u>	<u>15,623,481</u>

THE MEATH EPILEPSY CHARITY NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022

## 15 OPERATING LEASE COMMITMENTS

### Group & Charity

	Land & Buildings 2022 £	Other 2022 £	Land & Buildings 2021 £	Other 2021 £
Future minimum lease payments under non-cancellable operating leases:				
Within one year	69,056	5,063	50,000	12,669
Between one and five years	37,704	10,952	75,000	2,444
In more than five years	-	-	-	-
	<u>106,760</u>	<u>16,015</u>	<u>125,000</u>	<u>15,113</u>
Total lease payments made during the year	<u>69,056</u>	<u>10,460</u>	<u>50,000</u>	<u>16,140</u>

## 16 PENSION COMMITMENTS

During the year £309,479 (2021: £320,803) was paid into the group personal pension scheme. Outstanding liability at the balance sheet date was £39,795 (2021: £41,806).

## 17 RELATED PARTY DISCLOSURES

### Westbrook Housing Limited

Westbrook Housing Limited was a charitable company leasing property to then grant tenancies at affordable rents to people with disabilities, whilst facilitating their care through The Meath Epilepsy Charity. Westbrook Housing Limited had two Trustee Directors in common with The Meath Epilepsy Charity. Westbrook Housing Limited ceased operating as at 31 March 2021, since which date its activities have been absorbed into those of The Meath Epilepsy Charity.

At the year end a loan of £nil was due to The Meath Epilepsy Charity (2021 £30,000).

### Arthouse Unlimited (charity number 1177900)

On 31st May 2018 the business activities of the subsidiary undertaking The Arthouse at The Meath Limited were demerged to Arthouse Unlimited, an independent charity.

At the year end £97,225 was due to The Meath Epilepsy Charity (2021 135,186).

### Lindsay Perryman

One individual related to the CEO Lindsay Perryman was employed during the year, receiving remuneration totalling £8,156 (2021: one individual £18,365).

### Joanne Axton

One individual related to the Head of HR & Operations Joanne Axton has an interest in contracts and supplies totalling £90,878 (2021: £102,190). One individual related to the Head of HR & Operations was employed during the year, receiving remuneration totalling £4,973 (2021: £nil).

## 18 ULTIMATE CONTROL

The charity is controlled by the Trustee Directors of The Meath Trustee Company.