

Charity Registration No. 1023606

Company Registration No. 2806607 (England and Wales)

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2014**

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**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees

N Burgess
S Clough
D Coy
A Craig
G Edwards
D Leather
S McDowell (not a director)
R Quinlivan (not a director)
J Riley CBE (not a director)
E Sands
Mr B Whitefoot (not a director)

Secretary

Mr Ben Dale

Chief executive

M Lanham

Charity number

1023606

Company number

2806607

Registered office

Woodford Lane West
Winsford
Cheshire
CW7 4EH

Auditors

BWMacfarlane
Castle Chambers
43 Castle Street
Liverpool
L2 9SH

Bankers

Barclays Bank PLC
21 Dingle Walk
Winsford
Cheshire
CW7 1AG

Coventry Building Society
Economic House
P O Box 9
High Street
Coventry
CV1 5QN

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
LEGAL AND ADMINISTRATIVE INFORMATION**

Solicitors

Barrow & Cook
5-7 Victoria Square
St Helens
Merseyside
WA10 1HH

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NEUROMUSCULAR CENTRE COMPANY LIMITED BY GUARANTEE TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

The trustees present their report and accounts for the year ended 31 March 2014.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The Neuromuscular Centre (NMC) is a registered charity, incorporated as a company limited by guarantee. The charity registration number is 1023606 and the company registration number is 2806607.

Governing document

The NMC is governed by its Memorandum and Articles of Association dated 2 September 1961 and as amended on 24 October 2007 to allow for current arrangements and charity law best practice.

The NMC has a wholly owned dormant subsidiary, NMC Trading Limited. The Design and Print trade of NMC Trading Limited was transferred to the NMC on 1 April 2012.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

N Burgess

S Clough

D Coy

A Craig

G Edwards

D Leather

S McDowell (not a director)

(Appointed 18 April 2013)

R Quinlivan (not a director)

J Riley CBE (not a director)

(Appointed 18 April 2013)

E Sands

Mr B Whitefoot (not a director)

Appointment of trustees

The charity appointed its Board of Trustees from 1 April 2012. As vacancies arise new Trustees are appointed.

Trustee induction and training

Newly appointed trustees receive comprehensive induction including training on their duties and responsibilities under company and charity law and also an induction into the activities, operational plans and financial performance of the charity.

Organisation

The Board of Trustees is ultimately responsible for the management of the Neuromuscular Centre. The Board will meet quarterly. A Chief Executive, with delegated authority, is appointed by and accountable to the trustees for managing the day-to-day operations of the NMC and the delivery of operational plans.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

Objectives and activities

The NMC is the Centre of Excellence for people with Muscular Dystrophy.

Charitable objects

The objects of the NMC are to promote and provide opportunities for people with a neuromuscular condition to live fuller lives through training, employment and physiotherapy, together with advice and support for themselves and their families and carers.

Mission

The NMC's mission is to work together with people affected by muscle diseases, creating an environment where full potential and positive wellbeing are achieved, through employment, training, support and physiotherapy.

Aims and activities

The NMC aims to be largely user led and to provide a range of services for people affected by muscle disease. Although service users are predominantly from within a 100 mile radius of Winsford, Cheshire, many attend the Centre from across the UK and Europe. The range of services includes:

- Physiotherapy assessments
- Physiotherapy treatments
- Hydrotherapy
- Active exercise programmes
- Advice and support
- Supporting families in transition
- Provide personal care
- Support and breaks for carers
- Accredited Graphic Design Training courses - NCFE and BTEC
- Accredited IT Training courses
- Employment opportunities in Graphic Design (in the Social Enterprise; NMC Design+Print), Administration and Fundraising.
- Provide transport for Students and Employees to enable maximum independence and opportunity.

The unique combination of services provided by the charity is offered directly to individuals and their families across the UK. Where practicable, physical management programmes are tailored to the needs of each individual, depending on their type of dystrophy and physical condition, through weekly sessions of physiotherapy and hydrotherapy. As a 'centre of excellence' in the physical management of muscular dystrophy and related neuromuscular conditions, the charity offers help and advice to other organisations worldwide.

The charity has established a well-respected graphic design business, NMC Design+Print, in which the variety of skills and talents of the individuals can be employed, developed and rewarded under both salaried and permitted work arrangements. The NMC provides wheelchair-adapted transport for individuals attending the Centre.

NEUROMUSCULAR CENTRE COMPANY LIMITED BY GUARANTEE TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

NMC Strategies

Strategy overview for 2013 - 2016

There are 6 strategic themes to achieve the aims and objectives:

- Preserving NMC's strengths
by maintaining the same ethos, commitment and energy to maximise efficiencies and effectiveness and meet regulatory and statutory needs
- Growing Income by 10% per annum
by securing new substantial supporters, NHS and Local Authority Contracts,
by developing our Design and Print department and by branding NMC as a centre of excellence across its support services
- Meeting Increasing Demands for Services
by analysing the nature, range and extent of services sought by users and carers, and implementing cost effective means of addressing these
- Developing Site and Buildings
by creatively developing the new land with funding support to extend the range of NMC services.
- Expanding Collaborative Partnerships
through benchmarking with others, supporting West Midlands NMC, and partnering with others for MD support and training
- Marketing
by undertaking market research to improve our understanding of our environments and perceptions of us and
by developing a Marketing Communications Plan which both raises our profile as the Centre of Excellence for practical support for adults with MD and improves others' understanding of our services and strengths.

Volunteer help

NMC has a strong group of volunteers working in:

- Fundraising - mainly supporting events
 - Physiotherapy - helping and supporting the Professional Physiotherapists
 - Management - Advice and guidance via the Board of Trustees and the Fundraising Committee.
- Also we have volunteers helping with gardening and odd-jobs/building maintenance.

Public Benefit

The charity trustees consider that they have complied with their duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the charity commission and that the benefits that the charity provides are not unreasonably restricted.

NEUROMUSCULAR CENTRE COMPANY LIMITED BY GUARANTEE TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

Achievements and performance

Performance against objectives for 2013-14

These were the objectives;

- Operational planning to meet 10% expected growth in demand for service.
- Plan to further raise the clinical profile and credibility of our work.
- Broaden training provision to enable modest growth.
- Secure the site following the new expanded leasehold area and new entrance/car parks.
- To make the whole site broadly accessible (and provide space to enjoy) with the creation of boardwalk and landscaping.
- Start the process of planning for the long term utilisation of the expanded site including exploring a range of other potential uses.
- Maximise the benefits from the 6th year of Social Accounting and Audit and complete the 7th.
- Draw together and integrate the Social Accounting process and the new Strategic Plan.
- Facilitate the embedding and ownership of a new 3 year strategic plan. Involve Trustees, Managers, Staff and Service users.
- Ensure strong financial systems and controls are embedded to meet our needs as a charity. Incorporate the recommendations of the Financial Audit.
- Trustee Board - enable the board to develop. Recruit to maintain and strengthen the board as vacancies arise.

All achieved

Fundraising performance

- Trust & Corporate revenue, £241k
- Community donations, £90k
- Events revenue, £142k
- Statutory revenue, £250k
- Design+Print revenue, £115k

Plans for 2014 - 15

- Operational planning to meet 10% expected growth in demand for service including plan a building extension and work towards seeking Planning Permission.
- Plan to further raise the clinical profile and credibility of our work.
- Broaden training provision to enable modest growth.
- To construct a new building to be known as "The Retreat" where counselling, meetings, emotional support and carers services can be carried out.
- Continue the process of planning for the long term utilisation of the expanded site including exploring a range of other potential uses.
- Maximise the benefits from the 7th year of Social Accounting and Audit and complete the 8th.
- Complete the integration of the Social Accounting process and the Strategic Plan.
- Plan new more structured palliative care services and more robust and structured support towards end of life.
- Ensure strong financial systems and controls are embedded to meet our needs as a charity. Incorporate the recommendations of the Financial Audit.
- Trustee Board - continue to enable the board to develop. Recruit to maintain and strengthen the board as vacancies arise.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

Financial review

- A good financial performance based on a variety of sustainable income streams.
- An excellent fundraising performance has enabled our overall excellent financial performance.
- We plan that Design+Print revenues will grow further in the next 12 months.
- The NMC has some assets in the form of the building it has on land leased from Cheshire West and Chester Council but no up to date valuation is available.
- NMC holds no other substantial asset beyond its minibuses, day to day office, physio and IT equipment.
- NMC has consistently maintained reserves at 4 month running costs throughout 2013-14.

Reserves policy

Free reserves available to the charity exclude restricted funds and the tangible fixed assets held as unrestricted funds. It is considered that the charity should hold free reserves to provide sufficient protection to cover core costs including salaries and central overheads to meet its forward commitments should it suffer an immediate or unforeseen drop in income. Reserves are currently sufficient to provide cover for four months.

Risk management

The following risks have been identified as the most significant for the charity:

- Financial sustainability; recognising that maintaining income levels is essential to the charity's financial sustainability. The charity continues to monitor the risks associated with its diverse voluntary income streams
- Reputation and brand; the charity monitors the risks associated with all aspects of reputation and has put in place strategies to reach and engage with beneficiaries and other organisations.
- Recruitment and retention of staff: the charity aims to be an organisation where staff are supported and developed and where employees have a sense of fulfilment. During the year all managers participated in a bespoke management development programme to extend their skills.

Disclosure of information to auditors

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2014

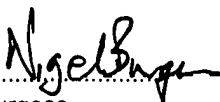
Auditors

The auditors, BWMacfarlane, are deemed to be reappointed under section 487(2) of the Companies Act 2006.

Small company provisions

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

On behalf of the board of trustees



N Burgess

Chair of the Trustees

Dated: 12/8/2014

NEUROMUSCULAR CENTRE COMPANY LIMITED BY GUARANTEE STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees, who are also the directors of NeuroMuscular Centre for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts 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, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, 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; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. 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.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF NEUROMUSCULAR CENTRE**

We have audited the accounts of NeuroMuscular Centre for the year ended 31 March 2014 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of NeuroMuscular Centre for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2014 and of its incoming resources and application of resources, including its 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.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the accounts are prepared is consistent with the accounts.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITORS' REPORT (CONTINUED)
TO THE MEMBERS OF NEUROMUSCULAR CENTRE**

Matters on which we are required to report by exception

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts 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 exemption in preparing the trustees' report (which is also the directors' report for the purposes of company law) and take advantage of the small companies exemption from the requirement to prepare a strategic report.



Lesley Malkin BA FCA (Senior Statutory Auditor)
for and on behalf of BWMacfarlane

**Chartered Accountants
Statutory Auditor**
Castle Chambers
43 Castle Street
Liverpool
L2 9SH

Dated: 4/9/14

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2014**

	Notes	Unrestricted funds £	Restricted funds £	Total 2014 £	Total 2013 £
<u>Incoming resources</u>					
Incoming resources from generated funds					
Donations and legacies	2	276,112	57,251	333,363	372,849
Fundraising events		142,218	-	142,218	109,586
Investment income	3	64	-	64	13,024
		<u>418,394</u>	<u>57,251</u>	<u>475,645</u>	<u>495,459</u>
Incoming resources from charitable activities	4	364,376	-	364,376	323,486
Other incoming resources	5	2,424	-	2,424	1,976
		<u>785,194</u>	<u>57,251</u>	<u>842,445</u>	<u>820,921</u>
<u>Resources expended</u>					
<u>Costs of generating funds</u>					
Costs of generating donations and legacies and events		139,297	-	139,297	142,499
		<u>139,297</u>	<u>-</u>	<u>139,297</u>	<u>142,499</u>
Net incoming resources available		645,897	57,251	703,148	678,422
<u>Charitable activities</u>					
Physiotherapy		195,862	23,829	219,691	206,698
Advocacy and care support		153,421	10,000	163,421	166,566
Supporting employment		222,861	14,141	237,002	228,833
Training		41,393	11,239	52,632	46,908
		<u>613,537</u>	<u>59,209</u>	<u>672,746</u>	<u>649,005</u>
Total charitable expenditure		613,537	59,209	672,746	649,005
Governance costs		4,360	-	4,360	4,286
		<u>757,194</u>	<u>59,209</u>	<u>816,403</u>	<u>795,790</u>
Total resources expended		757,194	59,209	816,403	795,790
Net incoming/(outgoing) resources before transfers		28,000	(1,958)	26,042	25,131
Gross transfers between funds	18	6,551	(6,551)	-	-
		<u>34,551</u>	<u>(8,509)</u>	<u>26,042</u>	<u>25,131</u>
Net income/(expenditure) for the year/ Net movement in funds		34,551	(8,509)	26,042	25,131
Fund balances at 1 April 2013		266,515	12,014	278,529	253,398
		<u>301,066</u>	<u>3,505</u>	<u>304,571</u>	<u>278,529</u>
Fund balances at 31 March 2014		301,066	3,505	304,571	278,529

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET**

AS AT 31 MARCH 2014

	Notes	2014 £	£	2013 £	£
Fixed assets					
Tangible assets	12	168,908		157,299	
Investments	13	9		9	
		<u>168,917</u>		<u>157,308</u>	
Current assets					
Stocks		727		727	
Debtors	14	61,069		57,190	
Cash at bank and in hand		103,107		116,725	
		<u>164,903</u>		<u>174,642</u>	
Creditors: amounts falling due within one year	15	<u>(29,249)</u>		<u>(53,421)</u>	
Net current assets		<u>135,654</u>		<u>121,221</u>	
Total assets less current liabilities		<u>304,571</u>		<u>278,529</u>	
Income funds					
Restricted funds	18	3,505		12,014	
Unrestricted funds					
Funds represented by fixed assets		168,917		157,308	
Free reserves		132,149		109,207	
		<u>301,066</u>		<u>266,515</u>	
		<u>304,571</u>		<u>278,529</u>	

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

The accounts were approved by the Board on 10/7/2014


N Burgess
Chair of the Trustees

Company Registration No. 2806607

NEUROMUSCULAR CENTRE COMPANY LIMITED BY GUARANTEE NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2014

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005, in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006.

The financial statements do not incorporate the results, assets and liabilities of the charity's wholly owned subsidiary, NMC Trading Limited. Consolidated accounts have not been prepared as these would not be materially different from the single entity financial statements as presented. The subsidiary ceased to trade on 1 April 2012 and has remained dormant throughout the period.

1.2 Incoming resources

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

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met.

Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to preconditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Voluntary income includes discretionary grants for projects, goods and services where no service agreement or contract exists.

Other grants, which have particular service requirements and which are provided in accordance with a contract or service level agreement are included in the Statement of Financial Activities under the heading Incoming Resources from Charitable Activities.

Interest is included when receivable by the charity.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

1 Accounting policies

(Continued)

1.3 Resources expended

Expenditure reflects all amounts paid and accrued during the year. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates. All costs are allocated between the expenditure categories of the Statement of Financial Activities (SOFA) on a basis designed to reflect the use of the resource.

Costs of generating funds

These represent costs incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Charitable expenditure

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. Support costs are allocated across the activities on the basis of expenditure incurred for each of the activities.

Governance costs

These represent costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

1.4 Tangible fixed assets and depreciation

Individual fixed assets costing £1,000 or more are capitalised at cost, including any expenses of acquisition.

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	Straight line basis over the life of the lease
Fixtures, fittings & equipment	Straight line over 4 years

1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Investments

Investments are stated at cost less provision for diminution in value.

1.7 Stock

Stock is valued at the lower of cost and net realisable value.

1.8 Pensions

The charity offers defined contribution pension arrangements to an employers' portable scheme. Contributions are charged in the financial statements as incurred.

1.9 Accumulated funds

Funds held by the charity are:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees, with due regard to the reserves policy as described in the Trustees' Report.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

1 Accounting policies

(Continued)

1.10 Taxation

The charity benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. Recovery is made of tax deducted from income and from receipts under Gift Aid.

The charity is also able to partially recover Value Added Tax. Expenditure that is not recoverable by the charity is recorded in the accounts inclusive of VAT.

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2014 £	Total 2013 £
Donations and gifts	274,129	57,251	331,380	371,349
Legacies receivable	1,983	-	1,983	1,500
	<u>276,112</u>	<u>57,251</u>	<u>333,363</u>	<u>372,849</u>
Donations and gifts				
Unrestricted funds:				
Community donations			90,142	95,773
Trust and corporate donations			183,987	157,974
			<u>274,129</u>	<u>253,747</u>
Restricted funds:				
Trust and corporate donations			57,251	117,602
			<u>57,251</u>	<u>117,602</u>

3 Investment income

	2014 £	2013 £
Dividend from subsidiary	-	12,961
Interest receivable	64	63
	<u>64</u>	<u>13,024</u>

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

4 Incoming resources from charitable activities

	2014	2013
	£	£
Physiotherapy	240,704	206,486
Supporting employment	115,067	107,192
Training	8,605	9,808
	<u>364,376</u>	<u>323,486</u>

5 Other incoming resources

	2014	2013
	£	£
Other income	2,424	1,976
	<u>2,424</u>	<u>1,976</u>

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

6 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2014 £	Total 2013 £
Costs of generating funds					
Costs of generating donations and legacies and events	72,614	-	66,683	139,297	142,499
Charitable activities					
<u>Physiotherapy</u>					
Activities undertaken directly	200,210	3,721	15,760	219,691	206,698
<u>Advocacy and care support</u>					
Activities undertaken directly	103,746	17,139	42,536	163,421	166,566
<u>Supporting employment</u>					
Activities undertaken directly	133,313	428	103,261	237,002	228,833
<u>Training</u>					
Activities undertaken directly	45,343	2,248	5,041	52,632	46,908
	482,612	23,536	166,598	672,746	649,005
Governance costs	-	-	4,360	4,360	4,286
	555,226	23,536	237,641	816,403	795,790

Governance costs includes payments to the auditors of £4,360 (2013: £4,286) for audit and accountancy fees.

7 Costs of generating donations and legacies and events

	2014 £	2013 £
Other costs comprise:		
Promotion	61,935	62,893
Utilities and communications	938	798
Travel	1,565	1,188
Printing	1,721	2,381
Maintenance	68	-
Insurance and general expenses	456	108
	66,683	67,368

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

8 Activities undertaken directly

	2014	2013
	£	£
Other costs relating to Physiotherapy comprise:		
Utilities and communications	3,064	3,454
Travel	2,605	2,738
Printing	424	395
Maintenance	5,442	4,511
Insurance and general expenses	4,225	3,940
	15,760	15,038
Other costs relating to Advocacy and care support comprise:		
Utilities and communications	2,928	3,777
Travel	8,488	8,225
Printing	9,327	9,083
Maintenance	16,425	15,211
Insurance and general expenses	5,368	6,564
	42,536	42,860
Other costs relating to Supporting employment comprise:		
Utilities and communications	3,029	3,686
Travel	12,361	11,182
Printing	79,061	69,194
Maintenance	6,969	4,800
Insurance and general expenses	1,841	1,193
	103,261	90,055
Other costs relating to Training comprise:		
Utilities and communications	898	1,006
Travel	2,387	2,114
Printing	157	148
Maintenance	1,022	978
Insurance and general expenses	577	380
	5,041	4,626

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

9 Governance costs

	2014	2013
	£	£
Other governance costs comprise:		
Audit and accountancy fees	4,360	4,286
	4,360	4,286

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, and no trustees were reimbursed expenses (2013, 1 trustee was reimbursed travel expenses of £64).

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2014	2013
	Number	Number
Charitable activities	17	18
Fundraising	3	3
Administration	1	1
	21	22

Employment costs

	2014	2013
	£	£
Wages and salaries	485,908	469,851
Social security costs	35,836	35,808
Other pension costs	33,482	33,636
	555,226	539,295

There were no employees whose annual remuneration was £60,000 or more.

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

12 Tangible fixed assets

	Short leasehold land and buildings £	Plant and machinery £	Total £
Cost			
At 1 April 2013	397,666	283,559	681,225
Additions	27,200	7,945	35,145
At 31 March 2014	424,866	291,504	716,370
Depreciation			
At 1 April 2013	259,901	264,025	523,926
Charge for the year	7,269	16,267	23,536
At 31 March 2014	267,170	280,292	547,462
Net book value			
At 31 March 2014	157,696	11,212	168,908
At 31 March 2013	137,765	19,534	157,299

All tangible assets are used in functions of the charity and are shown at written down cost. All material assets are used for direct charitable activities. The leasehold land and buildings are subject to a lease that has recently been renewed and will expire in January 2038.

13 Fixed asset investments

	Investment in subsidiary £
Cost at 1 April 2013 and at 31 March 2014	9

Holdings of more than 20%

The company holds more than 20% of the share capital of the following companies:

Company	Country of registration or incorporation	Shares held	%
Subsidiary undertakings		Class	
NMC Trading Limited	England and Wales	Ordinary	100

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE**
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014

13 Fixed asset investments

(Continued)

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

	Principal Activities	Capital and reserves	Profit/(loss) for the year
		£	£
NMC Trading Limited	Dormant	9	-
		<u> </u>	<u> </u>

14 Debtors

	2014	2013
	£	£
Trade debtors	47,344	45,090
Other debtors	1,311	355
Prepayments and accrued income	12,414	11,745
	<u>61,069</u>	<u>57,190</u>

15 Creditors: amounts falling due within one year

	2014	2013
	£	£
Trade creditors	3,874	1,837
Amounts owed to group undertakings	9	9
Taxes and social security costs	-	54
Other creditors	268	7,857
Accruals	3,960	37,020
Deferred income	21,138	6,644
	<u>29,249</u>	<u>53,421</u>

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2014

16 Deferred income

	2014	2013
	£	£
Total deferred income at 1 April 2013	6,644	15,270
Amounts received in year	21,138	6,644
Amounts credited to statement of financial activities	(6,644)	(15,270)
Total deferred income at 31 March 2014	21,138	6,644

**17 Pension and other post-retirement benefit commitments
Defined contribution**

	2014	2013
	£	£
Contributions payable by the charity for the year	33,482	33,636

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			
	Balance at 1 April 2013	Incoming resources	Resources expended	Transfers
	£	£	£	£
Boardwalk fund	-	6,551	-	(6,551)
Physiotherapy fund	9,903	15,320	(22,706)	-
Support worker fund	-	14,141	(14,141)	-
Care worker fund	-	10,000	(10,000)	-
Training worker fund	-	11,239	(11,239)	-
Other funds	2,111	-	(1,123)	-
	<u>12,014</u>	<u>57,251</u>	<u>(59,209)</u>	<u>(6,551)</u>
	<u><u>12,014</u></u>	<u><u>57,251</u></u>	<u><u>(59,209)</u></u>	<u><u>(6,551)</u></u>
				<u><u>3,505</u></u>

Boardwalk fund - this created a more accessible pathway from where individuals can enjoy the NMC's wildflower meadow and natural outdoor environment.

Physiotherapy fund - a core service of the NMC, this fund ensures the department has modern equipment with which to provide innovative and specialist treatments.

Support worker fund - this function of NMC's work provides advice, support and advocacy, and this ensures the role is funded, and able to meet the changing needs of service users.

Care worker fund - this is an essential role in the NMC, providing personal care and physical support, which enables individuals to attend independently to work and undertake the other activities on offer.

Training worker fund - another core service of the NMC, this fund helps to maintain a well qualified staff member to deliver high quality, accredited training courses.

Other funds - these funds provide pieces of equipment or other projects to further the object of the charity.

Transfers represent funding spent on fixed assets

**NEUROMUSCULAR CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2014**

19 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2014 are represented by:			
Tangible fixed assets	168,908	-	168,908
Investments	9	-	9
Current assets	161,398	3,505	164,903
Creditors: amounts falling due within one year	(29,249)	-	(29,249)
	<u>301,066</u>	<u>3,505</u>	<u>304,571</u>

20 Commitments under operating leases

At 31 March 2014 the company had annual commitments under non-cancellable operating leases as follows:

	2014 £	2013 £
Expiry date:		
Within one year	975	-
Between two and five years	3,552	5,892
	<u>4,527</u>	<u>5,892</u>

21 Company limited by guarantee

The NeuroMuscular Centre is incorporated under the Companies Act 1985 and 1989 as a company limited by guarantee. The liability of the members is limited to £1.

22 Related parties

The wholly-owned trading subsidiary, NMC Trading Limited, which is incorporated in the United Kingdom, is dormant from 1 April 2012 when all assets and liabilities were transferred to the charity. The charity owns the 9 issued £1 ordinary shares of the company. The subsidiary has been valued in the accounts at the original nominal value as the trustees consider the value of the net assets of the subsidiary to be immaterial and do not consider there to be any benefit in revaluing the investment. As at 31 March 2014, there is a creditor balance owing to the subsidiary of £9 (2013, £9).