

**Merlin MS Centre Ltd  
(Limited by Guarantee)**

**Annual report and financial statements**

**For the year ended 31 December 2014**

Company registration number 04460611

Charity registration number 1093691

# Merlin MS Centre Ltd (Limited by Guarantee)

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# Merlin MS Centre Ltd (Limited by Guarantee)

## Chairman's report

*For the year ended 31 December 2014*

2014 was another successful year for Merlin. We were not only able to provide therapies to a record number of individuals but our fundraising team raised a record amount of money enabling the charity to just about break even in cash terms for the year. We still, however, have to go the extra step in order to create the rainy day reserve for difficult times.

As you will see from the accounts which accompany this statement we had a small deficit for the year of £2,688 compared to a deficit of £22,759 for 2013. This was achieved after spending £14,451 more than last year on our charitable objectives of alleviating the suffering of those with MS as well as having two of our important staff members away on maternity leave resulting in extra costs for Merlin. In spite of this our fundraising team did a superb job in increasing our revenues and we were able to build on a key objective, that of using our magnificent premises to generate income, whether by room hire or through providing the space to provide the essential therapies which help our users.

We have exciting plans for 2015. During last year we started a respite service to give carers the breaks they need and deserve. We hope to extend this during the current year. We have introduced an oxygen facility which will enable those who are unable or unwilling to enter the hyperbaric oxygen chambers to benefit from pure oxygen intake. Additionally we are hoping to provide a service to people in their homes who are unable to come to the centre either because of illness or difficulty with transportation. Of course this all needs funding and our fundraising team is working very hard not only to enable us to maintain our existing services but also to deliver these additional benefits and hopefully put something into reserve. A major initiative for 2015 will be to encourage supporters to leave Merlin something in their will. As I have said many times before Merlin receives absolutely no government help, something that many feel is wrong, but a situation that we will not be defeated by.

Finally I should like to thank not only our staff who could not be more dedicated to Merlin but also to our volunteers without whom we would not exist. On behalf of the trustees may I offer our heartfelt thanks.

**Simon Sherrard**

*Chairman*

# Merlin MS Centre Ltd (Limited by Guarantee)

## Trustees' annual report

*For the year ended 31 December 2014*

The trustees present their report and the financial statements of the charity for the year ended 31 December 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

### Reference and administrative details

Registered name	Merlin MS Centre Ltd
Company registration number	04460611
Charity registration number	1093691

### Trustees

Mr DVK Blewett	
Dr EJ Campbell	(appointed 7 January 2014)
Judge Christopher Clark QC	
Mrs SJ Coode DL	
Mr PW Davies MBE DL	(resigned 16 May 2014)
Mr MJ Ford	(appointed 14 July 2014)
Mr MEF James	
Mr SBB Lawrence	
Dr DMG Murphy MBE	(resigned 14 July 2014)
Mr DA Perks	
Mr SP Sherrard DL	(Chairman)
Mr ARH Welford	

The above trustees constitute as directors of the company for Companies Act purposes.

No trustee has any beneficial interest in the charity.

# Merlin MS Centre Ltd (Limited by Guarantee)

## Trustees' annual report

*For the year ended 31 December 2014*

### Officers

Company Secretary	Judge Christopher Clark QC
Centre Manager	Lorraine Long
Principal address of the charity	The Cornwall MS Therapy Centre Bradbury House Hewas Water ST AUSTELL Cornwall PL26 7JF

[www.merlinmscentre.org.uk](http://www.merlinmscentre.org.uk)

Auditors	Robinson Reed Layton Peat House Newham Road TRURO Cornwall TR1 2DP
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Bankers	Barclays Bank PLC Truro Group 55A Bank Street NEWQUAY Cornwall TR7 1JE
	HSBC Bank PLC 45 Commercial Street CAMBORNE Cornwall TR14 8AX

Solicitors	Coodes Solicitors 8 Race Hill LAUNCESTON Cornwall PL15 9BA
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# Merlin MS Centre Ltd (Limited by Guarantee)

## Trustees' annual report

*For the year ended 31 December 2014*

### **Structure, governance and management**

#### **Governing document**

The charity is incorporated as a company limited by guarantee under the provisions of the Companies Act 2006. Its governing constitutional documents are its Memorandum and Articles of Association which are publicly available from the Registrar of Companies via its website.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the company in the event of a winding up.

#### **Recruitment and appointment of new trustees**

As trustees retire by rotation the charity continues to seek additional trustees with the relevant knowledge and experience to assist in the achievement of the charity's objects.

#### **Induction and training of new trustees**

All new trustees are required to familiarise themselves with the charity and its aims and responsibilities, are given guidance and support by existing trustees and are encouraged to learn about the responsibilities of trusteeship through the Charity Commission website.

#### **Organisational structure**

The centre is run on a day-to-day basis by a manager appointed by the trustees. The manager reports to the trustees who continue to have responsibility for policy decisions.

The activities of the charity are also dependent on a large number of volunteers, coordinated by the manager, who are essential in the raising of funds and the operational success of the centre. Information is disseminated to volunteers and other supporters through regular newsletters and open meetings.

#### **Wider network**

The charity has informal links with local branches of The Multiple Sclerosis Society and is a member of Multiple Sclerosis National Therapy Centres Ltd and HBOTT.

#### **Related parties**

The only related parties are the trustees and full disclosure has been made in the notes to the financial statements in respect to any related party transactions.

#### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have assessed the risks, in particular those related to the operations and finances of the Trust, and are satisfied that there are adequate systems and controls in place to mitigate the exposure to any major risks.

# Merlin MS Centre Ltd (Limited by Guarantee)

## Trustees' annual report

*For the year ended 31 December 2014*

### **Risk management (continued)**

As part of our cost reduction programme in 2014 we purchased solar panels for the centre funded by four interest free loans of £5000 each for a period of five years from four individual supporters plus one donation.

### **Objectives and activities**

#### **Objectives and aims**

The charity's primary tasks are the management of the centre, delivering a wide range of therapy services, and raising funds not only to keep the facility operational but also to provide financial assistance to those with Multiple Sclerosis who might otherwise be unable to benefit from the therapies.

The objective of the centre is to offer a range of treatments, orthodox and complementary, known to benefit people suffering from Multiple Sclerosis and practised by properly qualified therapists. These therapies include hyperbaric oxygen, physiotherapy, occupational therapy, podiatry, exercise therapy, reflexology, massage, counselling and daily respite. A secondary objective is to provide these therapies to individuals with other conditions who can benefit from them. Such conditions would include sports injuries, ME, Parkinson's disease and other neurological complaints.

An additional objective is to raise the awareness in Cornwall of the needs of those living with Multiple Sclerosis, the profile of the disease and the requirements of the carers of those afflicted with it.

#### **Public benefit**

The trustees have complied with the duty in the Charities Act to have due regard to guidance published by the Charity Commission with respect to the public benefit requirement.

#### **Significant activities**

The principal work of the charity during the year was to ensure that the centre was appropriately staffed and successfully managed and to promote fundraising events. In addition numerous applications were made to grant giving organisations and charitable trusts in furtherance of the charity's objectives.

2014 saw a significant increase in those wanting to hire our conference rooms and therapy space, in particular NHS led clinics such as retinal eye and AAA screening.

Further activities have included the introduction of a monthly clinic by the NHS MS Specialist nurse. Towards the year end a respite service for carers was introduced, initially on a one day per week basis. Additional days are now being looked at.

The daily operation of the centre is also focusing on social inclusion therapy, which has included art and music workshops.

Some of the services the charity has been able to offer this year are currently hard to access in Cornwall including FES, and pain and balance management. The charity strives to meet this gap in the community. The HBO department has seen a significant rise in those using this therapy for sports injuries as well as children with autism and cancer.

As the complexities of the charity's activities have evolved particular attention has been paid by the trustees to ensure that the administration and management processes are fit for purpose.

# Merlin MS Centre Ltd (Limited by Guarantee)

## Trustees' annual report

*For the year ended 31 December 2014*

### Objectives and activities (continued)

#### Volunteers

Many of the charity's supporters, who either live with MS or care for people with the disease, have contributed considerable time and effort in fundraising. A number of volunteers have helped maintain an excellent level of service in the centre and maintained the grounds to a high standard.

The trustees are keen to expand the number of volunteers, particularly amongst those members of the population affected by conditions other than MS who can benefit from the centre's therapies.

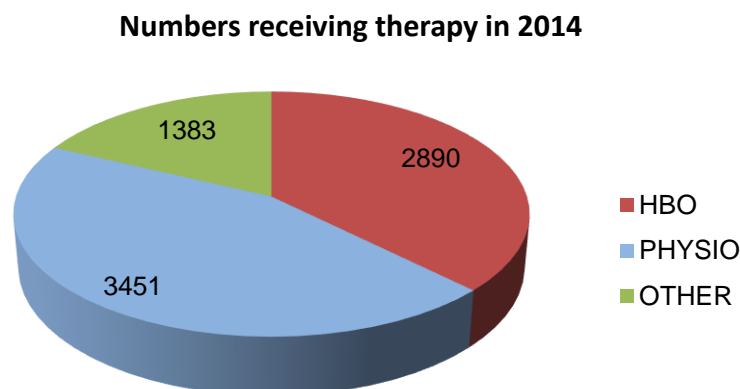
In 2014 as a result of grant funding a volunteer support officer was recruited for 4 hours a week. This post enables the charity to ensure all new volunteers are trained and communicated to on a regular basis. The post holder also runs regular monthly meetings for volunteers so they are all able to meet up with one another.

#### Achievements and performance

During the year the centre provided hyperbaric oxygen therapy to 2,890 individuals. Other therapies such as physiotherapy were provided to 3,451 individuals.

The charity subsidised the therapies of those with Multiple Sclerosis to the amount of £118,000 during the year.

The chart below shows the number of people receiving individual therapy sessions at the centre in 2014. A number of individuals have more than one type of therapy.



In comparison the graph below reflects the amount of sessions provided for centre users. This shows that centre users often had multiple therapy sessions during the year.



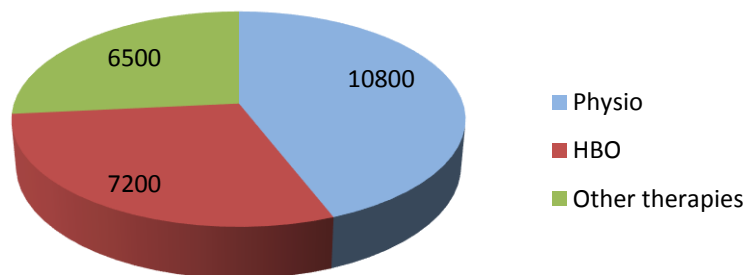
# Merlin MS Centre Ltd (Limited by Guarantee)

Trustees' annual report

*For the year ended 31 December 2014*

## Achievements and performance (continued)

**Number of therapies provided in 2014**



## Financial review

### Trustees assessment of going concern

In 2014 the trustees continued to oversee the actions implemented in the previous year to endeavour to align expenditure with income. Subsidised charges remained the same as the previous year. The salaries spend for 2014 reflects a cost line for maternity leave within the fundraising team. Two members of the fundraising team took maternity leave this year and staff were recruited to replace these hours like for like.

The trustees decided to recruit within these hours a grants officer for the first time. The result of this action has meant that grant funding has increased by 37% against the previous year.

As a result of these initiatives the income currently being generated is sufficient to cover outgoing costs and as such the cash position has stabilised and reserves retained at the level reported within the financial statements.

### Reserves policy

The current value of freehold property is ring fenced within the financial statements as a restricted fund.

The level of unrestricted reserves at the year end was £65,716 (2013: £85,758). It is the charity's policy where possible to ring fence bank balances of a least 6 months operating expenses to help ensure the charity's financial position is not unduly compromised.

# Merlin MS Centre Ltd (Limited by Guarantee)

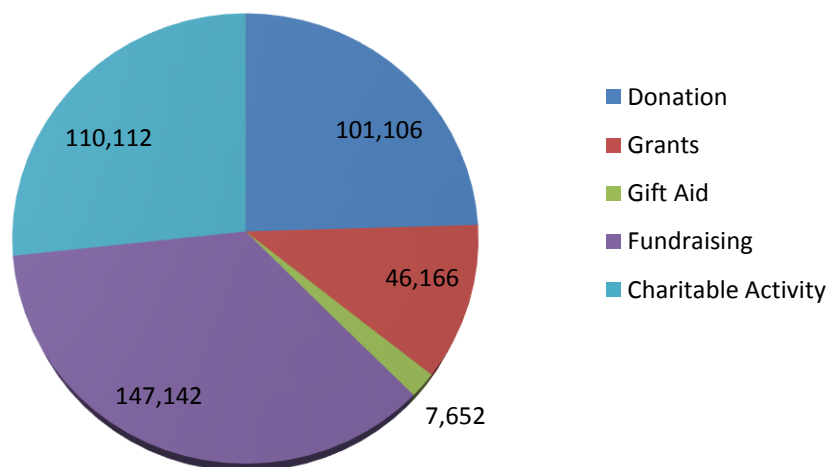
## Trustees' annual report

For the year ended 31 December 2014

### Principal funding sources

Funding sources range from individual donations (usually between £10 and £100), group activities initiated by volunteers (£200 to £2,000) to donations or events run by businesses, clubs, churches etc (£1,000 to £25,000). Importantly £14,593 was raised through regular giving by The Friends of The Merlin Centre. In addition £46,166 was received from charitable and other organisations. £110,112 was received in respect of services provided by the centre which includes £45,231 received from hiring our conference and therapy room space at the centre.

Principal funding sources



### Investment Policy

Surplus cash is placed on bank deposits in order to maximise interest receivable subject to security of the funds and their availability to meet the needs of the charity.

### Plans for the future

The charity strives to make The Merlin MS Centre the focal point in Cornwall for those with Multiple Sclerosis, providing relevant therapies as well as a place in which to meet and talk to others with a similar condition. Many of the therapies provided are helpful to those with other conditions and they too are welcomed. Additionally the charity uses its excellent facilities to raise funds with which to achieve its primary objectives and will seek to add additional services where these are of value to its community.

Our priority for 2015 is to provide an outreach programme to enable us to provide more therapy within the community meeting the needs of those who are too ill to travel to the centre or live in remote areas of the county. It is our objective in 2015 to provide a service to those living with MS on the Isles of Scilly where we have identified 8 people living with this condition.

We are also actively seeking ideas and plans to utilise the centre further to bring in new revenue sources as well as increasing the services we are providing to those with other neurological conditions in Cornwall.

Emphasis this year will also be on donor development and encouraging our supporters to remember Merlin through a legacy.

# Merlin MS Centre Ltd (Limited by Guarantee)

## Trustees' annual report

*For the year ended 31 December 2014*

### **Statement of trustees responsibilities**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Statement of disclosure to auditor**

So far as the trustees are aware, there is no relevant audit information of which the charitable company's auditors are unaware. Additionally the trustees have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

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

By order of the Trustees

Merlin MS Centre Ltd  
Bradbury House  
Hewas Water  
St Austell  
PL26 7JF

**DA Perks**

*Trustee*

# Merlin MS Centre Ltd (Limited by Guarantee)

## Independent auditors' report to the members of the Merlin MS Centre Ltd

We have audited the financial statements of the Merlin MS Centre Ltd for the year ended 31 December 2014 which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), 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 set out on page 9, the trustees (who are also the directors of the charitable company 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.

Our responsibility is to audit and express an opinion on the financial statements 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 financial statements*

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company'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 financial statements.

In addition, we read all the financial and non-financial information in the Trustees' annual report to identify material inconsistencies with the audited financial statements 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 financial statements*

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 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 Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

# Merlin MS Centre Ltd (Limited by Guarantee)

Independent auditors' report to the members of the Merlin MS Centre Ltd

*Opinion on other matters prescribed by the Companies Act 2006*

In our opinion the information given in the Trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements.

*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 financial statements are not in agreement with the accounting records and returns; or
- certain disclosures or trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

(Senior Statutory Auditor)

For and on behalf of Robinson Reed Layton  
*Statutory Auditors*

Peat House  
Newham Road  
TRURO  
Cornwall  
TR1 2DP

# Merlin MS Centre Ltd (Limited by Guarantee)

## Statement of financial activities (incorporating income and expenditure account)

For the year ended 31 December 2014

	Note	Unrestricted Funds £	Restricted Funds £	2014 Total Funds £	2013 Total Funds £
<b>Incoming resources</b>					
<i>Incoming resources from generated funds</i>					
Voluntary income	2	91,758	17,000	<b>108,758</b>	79,183
Activities for generating funds	3	257,254	-	<b>257,254</b>	248,798
<i>Incoming resources from charitable activities</i>					
	4	8,340	37,826	<b>46,166</b>	33,800
<b>Total incoming reserves</b>		<u>357,352</u>	<u>54,826</u>	<u><b>412,178</b></u>	<u>361,781</u>
<b>Resources expended</b>					
<i>Cost of generating funds</i>					
Cost of generating voluntary income	5	99,896	1,365	<b>101,261</b>	84,022
Fundraising trading: cost of goods sold and other expenses	6	4,215	-	<b>4,215</b>	5,714
<i>Charitable activities</i>					
Alleviation of suffering to patients	7	265,412	20,479	<b>285,891</b>	271,440
<i>Governance costs</i>	8	23,499	-	<b>23,499</b>	23,364
<b>Total resources expended</b>		<u>393,022</u>	<u>21,844</u>	<u><b>414,866</b></u>	<u>384,540</u>
<b>Net (expenditure)/income for the year before transfers</b>		(35,670)	32,982	<b>(2,688)</b>	(22,759)
Gross transfers between funds	18	15,628	(15,628)	-	-
<b>Net (expenditure)/income for the year</b>		(20,042)	17,354	<b>(2,688)</b>	(22,759)
Total funds brought forward		<u>85,758</u>	<u>1,689,363</u>	<u><b>1,775,121</b></u>	<u>1,797,880</u>
<b>Total funds carried forward</b>	18	<u><b>65,716</b></u>	<u><b>1,706,717</b></u>	<u><b>1,772,433</b></u>	<u>1,775,121</u>

There were no acquisitions or discontinued activities in the years to 31 December 2014 or 2013.

There were no recognised gains or losses in the years to 31 December 2014 or 2013 other than those passing through the statement of financial activities.

# Merlin MS Centre Ltd (Limited by Guarantee)

## Balance sheet

As at 31 December 2014

	Notes	£	2014 £	£	2013 £
<b>Fixed assets</b>					
Tangible assets	13		1,746,302		1,724,295
<b>Current assets</b>					
Stock		853		563	
Debtors	14	4,112		9,145	
Cash at bank and in hand		59,507		65,914	
			<u>64,472</u>	<u>75,622</u>	
<b>Creditors: amounts falling due within one year</b>	15	(16,709)		(20,167)	
<b>Net current assets</b>			<u>47,763</u>		<u>55,455</u>
<b>Total assets less current liabilities</b>			<u>1,794,065</u>		<u>1,779,750</u>
<b>Creditors: amounts falling due after more than one year</b>	17		(21,632)		(4,629)
<b>Total net assets</b>			<u>1,772,433</u>		<u>1,775,121</u>
<b>Fund:</b>					
Unrestricted funds	18	65,716		85,758	
Restricted funds	18	1,706,717		1,689,363	
<b>Total funds</b>			<u>1,772,433</u>		<u>1,775,121</u>

These financial statements were approved and authorised for issue by the Board of Trustees on and were signed on its behalf by:

**DA Perks**  
Trustee

Company registration No: 04460611

# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 1. Accounting policies

#### 1.1 Accounting convention

The financial statements have been prepared under the historical convention, and in accordance with applicable accounting standards and follow the recommendations in the Statement of Recommended Practice “Accounting and Reporting by Charities” (SORP 2005) issued March 2005.

#### 1.2 Cash flow statement

Under Financial Reporting Standard 1, the charity is exempt from the requirement to prepare a cash flow statement on the grounds of its size.

#### 1.3 Incoming resources

Voluntary income is recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Legacies are recognised in the financial statements in the period in which the charity becomes entitled to the income, unless it is incapable of financial measurement.

Income from trading activities is recognised as earned as the related goods and services are provided. Such income is deferred when it relates to goods and services which are to be provided in future accounting periods.

Income from charitable activities includes grant income which is recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

#### 1.4 Resources expended

Expenditure is included on an accruals basis. The irrecoverable element of VAT is included with the item of expense to which it relates. Expenditure is recognised when a liability is incurred.

Certain expenditure is directly attributable to specific activities and has been included in these cost categories. Other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on these activities.

Governance costs represent the costs of relevant staff, audit and accountancy fees and legal and professional costs.

#### 1.5 Tangible fixed assets

Depreciation is provided on tangible fixed assets at the following annual rates in order to write off each asset over its estimated useful life as follows:

Plant and machinery	- 10 - 20% on reducing balance
Fixtures and fittings	- 20% on reducing balance
Computer equipment	- 33% on reducing balance
Motor vehicles	- 20% on reducing balance

#### 1.6 Freehold property

After considering the residual value and economic life of the property, the trustees have decided that it is representative to continue depreciating one third of the cost of the property over 50 years. This is to reflect consumption of the specific design and construction costs relating to the needs of the charity. The remaining two thirds is not depreciated on the basis that it will hold its value. This assumption will be regularly reviewed by professional surveyors to ensure this is a reliable basis on which to prepare the financial statements.

#### 1.7 Intangible assets

Intangible fixed assets are capitalised at cost. No depreciation is charged in respect of intangible assets as they are regarded as having an indefinite useful life.



# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 1. Accounting policies (continued)

#### 1.8 Stocks

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

#### 1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

#### 1.10 Funds

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

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.

#### 1.11 Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### 1.12 Hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets and depreciated over their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

#### 1.12 Operating leases

Rental charges are charged in the statement of financial activities on a straight line basis over the lease term.

### 2 Voluntary income

	2014	2013
	£	£
Donations	101,106	68,733
Gift aid	7,652	8,450
Legacies	-	2,000
	<hr/>	<hr/>
	<b>108,758</b>	79,183
	<hr/> <hr/>	<hr/> <hr/>

### 3 Activities for generating funds

	2014	2013
	£	£
Fundraising events	147,142	162,974
Corporate room hire	25,262	19,913
Therapy room hire	19,969	16,583
Therapies	64,881	49,328
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	<b>257,254</b>	248,798
	<hr/> <hr/>	<hr/> <hr/>

# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 4 Incoming resources from charitable activities

	2014 £	2013 £
Grants		
Ann Rylands Small Donations	750	-
B-CH 1971 Charitable Trust	500	-
Bernard Sunley Charitable Foundation	-	5,000
Big Lottery Fund	8,108	-
Casa Stella Trust	500	-
Duchy Health Charity	3,750	-
Haines Hill Charitable Trust	-	250
Inner Wheel Helston	114	-
Lloyds Bank	-	3,000
Newby Trust	5,000	-
Norman Family Charitable Trust	500	500
Percy Bilton Charity	500	-
Rank Foundation	3,500	-
Reuben Foundation	250	-
RS Brownless Charitable Trust	200	-
Samphire Trust	1,720	-
Santander	-	5,000
Sport England	-	10,000
St Austell Brewery Charitable Trust	711	-
St James Place Foundation	800	-
SWW Charitable Donations Committee	535	-
The Albert Hunt Trust	3,000	-
The Elizabeth Cassan Trust	500	-
The Hospital Saturday Fund	1,000	-
The Tanner Trust	3,000	-
Thomas J Horne Memorial Trust	2,500	2,500
Town Councils	3,102	2,250
Vicountess Boyd Charitable Trust	500	-
Watson-Marlow Pumps Group	-	1,000
West Cornwall Youth Trust	826	-
Western Power Foundation	300	-
Wilfred Bruce Davis Charitable Trust	2,000	4,000
Winifred Potter Charitable Trust	2,000	-
Yorkshire & Clydesdale Bank	-	300
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	<b>46,166</b>	<b>33,800</b>
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# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 5 Cost of generating voluntary income

	2014 £	2013 £
Staff costs	38,150	52,500
Staff costs – maternity leave	18,250	-
Insurance	261	246
Telephone	371	438
Postage and stationery	10,507	10,632
Marketing and publicity	3,821	5,756
General fundraising expenses	29,901	14,450
	<hr/>	<hr/>
	<b>101,261</b>	<b>84,022</b>
	<hr/> <hr/>	<hr/> <hr/>

### 6 Fundraising trading: cost of goods sold and other expenses

	2014 £	2013 £
Opening stock	563	2,181
Purchases	4,505	4,096
Closing stock	(853)	(563)
	<hr/>	<hr/>
	<b>4,215</b>	<b>5,714</b>
	<hr/> <hr/>	<hr/> <hr/>

### 7 Charitable activities

	2014 £	2013 £
Staff costs	116,539	110,546
Staff costs – grant funded	11,700	-
Pension costs	7,057	4,906
Insurance	4,966	4,679
Light and heat	5,913	9,558
Telephone	5,563	3,926
Postage and stationery	553	560
Repairs and renewals	16,240	11,733
Subscriptions	993	864
Cost of provision of subsidised therapy	65,186	73,195
Travel and subsistence	8,407	11,901
Cleaning	9,959	10,199
Rent and rates	2,109	1,103
Hire purchase interest	728	498
Bank charges	1,733	1,433
Depreciation	28,245	26,339
	<hr/>	<hr/>
	<b>285,891</b>	<b>271,440</b>
	<hr/> <hr/>	<hr/> <hr/>

# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 8 Governance costs

	2014 £	2013 £
Staff costs	15,375	15,557
Accountancy	1,240	1,566
Professional fees	4,404	3,637
Auditors' remuneration	2,480	2,604
	<u>23,499</u>	<u>23,364</u>

### 9 Net outgoing resources

	2014 £	2013 £
<i>Net outgoing resources are stated after charging:</i>		
Auditors' remuneration: For audit services	-	204
	- current year	2,400
	2,480	2,400
For other services	-	1,369
	- prior year	1,200
	3,927	1,200
Depreciation	28,245	26,339
Operating lease rentals	3,281	-
	<u>28,245</u>	<u>26,339</u>

### 10 Trustees' remuneration and benefits

There were no trustees' remuneration, pension contributions or other benefits paid for the year ended 31 December 2014 or 31 December 2013.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2014 or 31 December 2013.

### 11 Staff costs

	2014 £	2013 £
Wages and salaries	190,973	167,250
Social security costs	9,041	11,353
Other pension costs	7,057	4,906
	<u>207,071</u>	<u>183,509</u>

The average monthly number of employees during the year was as follows:

	2014	2013
Charitable activities and administration	<u>14</u>	<u>11</u>

There were no employees with emoluments above £60,000 for the year ended 31 December 2014 or 2013.

The charity operates a defined contribution pension scheme. The pension costs for the year represent the contributions payable by the charity to the independently administered pension fund and amounted to £7,057 (2013: £4,906). There were no contribution prepaid or unpaid at the year end (2013: £Nil).

# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 12 Taxation

The charity's activities fall within the exemption afforded by the provisions of the Income and Corporation Tax Act 1988. Accordingly, there is no taxation charge in the financial statements.

### 13 Tangible fixed assets

	<b>Intangible asset – Fishing rights</b>	<b>Freehold property</b>	<b>Plant and machinery</b>	<b>Fixtures and fittings</b>	<b>Computer equipment</b>	<b>Motor vehicles</b>	<b>Total</b>
	£	£	£	£	£	£	£
<b>Cost</b>							
As at 1 January 2014	-	1,724,063	68,036	34,719	21,566	9,395	1,857,779
Additions	1,391	-	47,604	1,257	-	-	50,252
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
As 31 December 2014	1,391	1,724,063	115,640	35,976	21,566	9,395	1,908,031
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>							
As at 1 January 2014	-	55,428	39,330	20,489	16,358	1,879	133,484
Charge for the year	-	11,160	10,765	3,098	1,719	1,503	28,245
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2014	-	66,588	50,095	23,587	18,077	3,382	161,729
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net book value</b>							
<b>At 31 December 2014</b>	<b>1,391</b>	<b>1,657,475</b>	<b>65,545</b>	<b>12,389</b>	<b>3,489</b>	<b>6,013</b>	<b>1,746,302</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 December 2013	-	1,668,635	28,706	14,230	5,208	7,516	1,724,295
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The intangible asset relates to professional fees incurred in obtaining fishing rights that were donated to the charity.

Included in the above are assets held under hire purchase contracts as follows:

	<b>Motor vehicles</b>
	£
<b>Net book value</b>	
<b>At 31 December 2014</b>	<b>6,013</b>
	<hr/>
At 31 December 2013	7,516
	<hr/>
<b>Depreciation charge for the year</b>	
<b>At 31 December 2014</b>	<b>1,503</b>
	<hr/>
At 31 December 2013	1,879
	<hr/> <hr/>

# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 14 Debtors

	2014 £	2013 £
Trade debtors	1,512	1,150
Other debtors	2,370	7,765
Prepayments	230	230
	<hr/>	<hr/>
	4,112	9,145
	<hr/> <hr/>	<hr/> <hr/>

### 15 Creditors: amounts falling due within one year

	2014 £	2013 £
Trade creditors	3,145	2,392
Net obligations under hire purchase contracts	2,997	2,640
Tax and social security	5,516	3,209
Accruals	4,721	5,094
Deferred income (see note 16)	330	6,832
	<hr/>	<hr/>
	16,709	20,167
	<hr/> <hr/>	<hr/> <hr/>

### 16 Deferred income

	2014 £	2013 £
Balance at 1 January 2014	6,832	-
Amount released to incoming resources	(6,832)	-
Income in advance	330	6,832
	<hr/>	<hr/>
Balance at 31 December 2014	330	6,832
	<hr/> <hr/>	<hr/> <hr/>

# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 17 Creditors: amounts falling due after more than one year

	2014 £	2013 £
Net obligations under hire purchase contracts	1,632	4,629
Other loans	20,000	-
	<u>21,632</u>	<u>4,629</u>
<b>Net obligations under hire purchase contracts</b>		
Repayable within one year	2,997	2,640
Repayable between one and five years	1,632	4,629
	<u>4,629</u>	<u>7,269</u>
Included in liabilities falling due within one year	(2,997)	(2,640)
	<u>1,632</u>	<u>4,629</u>
	<u>20,000</u>	<u>-</u>
	<u>20,000</u>	<u>-</u>

The above liability is secured on the asset to which it relates.

#### Analysis of loans

Wholly repayable within five years

#### Loan maturity analysis

In more than two years but not more than five years

The interest free loans are due for redemption on 1 March 2019.

### 18 Funds

	At 1 January 2014 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2014 £
<b>Unrestricted funds</b>					
General fund	85,758	357,352	(393,022)	15,628	65,716
	<u>85,758</u>	<u>357,352</u>	<u>(393,022)</u>	<u>15,628</u>	<u>65,716</u>
<b>Restricted funds</b>					
Centre building costs	1,668,635	-	-	(11,160)	1,657,475
Oxygen tank	-	12,000	-	(1,200)	10,800
Physiotherapy	-	11,250	(3,750)	-	7,500
Outreach	-	1,500	-	-	1,500
Equipment for treatments	11,280	-	-	(2,256)	9,024
Trees	60	-	-	-	60
Sunley Suite	3,767	-	-	(754)	3,013
Respite care	5,621	25,076	(18,094)	(258)	12,345
Student placement	-	5,000	-	-	5,000
	<u>1,689,363</u>	<u>54,826</u>	<u>(21,844)</u>	<u>(15,628)</u>	<u>1,706,717</u>
<b>Total restricted funds</b>					
<b>Total funds</b>	<u>1,775,121</u>	<u>412,178</u>	<u>(414,866)</u>	<u>-</u>	<u>1,772,433</u>

# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

*(forming part of the financial statements)*

### 18 Funds (continued)

#### **Transfers between funds**

During the year the trustees approved transfers between restricted and unrestricted funds of £15,628 (2013: £18,503).

The transfers are mainly in relation to a release of restricted funds in line with the current year depreciation charge for restricted assets.

#### **Purpose of restricted funds**

##### *Centre building costs*

Funds raised for the initial building costs in relation to the centre. A transfer is made from these funds each year to cover the depreciation charge on the Freehold Property and Buildings.

##### *Oxygen tank*

Funds to provide an additional oxygen tank.

##### *Physiotherapy*

Grants provided to go towards salaries and equipment costs. Main grant funders are Duchy Health Charity, Western Power Foundation, Newby Trust, Winifred Potter Charitable Trust, St Austell Town Council and the Wilfred Bruce Davis Charitable Trust.

##### *Outreach*

Various restricted grants provided for outreach salaries and equipment by the Elizabeth Casson Trust, Reuben Foundation and Ann Ryland Small Donations fund.

##### *Equipment for treatments*

Various restricted grants provided to the charity for the purchase of equipment to be used during the treatments provided to patients.

##### *Trees*

Donation from the Silvanus Trust to plant trees in the grounds as part of a tree planting year.

##### *Sunley Suite*

Funding provided by the Bernard Sunley Charitable Foundation to change the use of a room for conference facilities to enable additional income to be generated.

##### *Respite care*

Funding provided for salaries and equipment from 19 Trust Foundations.

##### *Student placement*

Donations from the family of the late Karen Medlyn will sustain a post for a student placement yearly for one day a week to provide experience for anyone wishing to go into Nursing Physiotherapy or Occupational Therapy.



# Merlin MS Centre Ltd (Limited by Guarantee)

## Notes

(forming part of the financial statements)

### 19 Related party disclosures

The charity has a policy whereby the trustees are required to declare any pecuniary interests in connection with any personal involvement that they may have with individuals or organisations dealing with the charity.

Mr SP Sherrard, Chairman of Merlin MS Centre Ltd, is also the Chairman of Bibby Line Group Limited which owned Bibby Consulting and Support Limited until 20 August 2013. During the previous year Bibby Consulting and Support Limited provided consultancy services to Merlin MS Centre Ltd at a cost of £1,158. Since its sale to a third party it is no longer a related party.

Mr MEF James, is also a director of Hewaswater Engineering Ltd. During the year Hewaswater Engineering Ltd provided services of £600 (2013: £Nil) to Merlin MS Centre Ltd under normal commercial terms. £Nil was outstanding at the year end.

Mrs SJ Coode, trustee, is also a trustee of Duchy Health Charity which provided a grant of £3,750 (2013: £Nil) to Merlin MS Centre Ltd during the year to part fund the physiotherapist's salary.

During the year solar panels were purchased and installed at the Merlin MS Centre Ltd. Mr SP Sherrard, Chairman, and Mr MJ Ford, trustee, both provided interest free loans of £5,000 for this purpose. At the year end £10,000 was outstanding and included in long term liabilities.

### 20 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2014 represented by:			
Tangible assets	64,955	1,681,347	<b>1,746,302</b>
Current assets	39,102	25,370	<b>64,472</b>
Current liabilities	(16,709)	-	<b>(16,709)</b>
Long term liabilities	(21,632)	-	<b>(21,632)</b>
	<hr/>	<hr/>	<hr/>
	65,716	1,706,717	<b>1,772,433</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

### 21 Commitments

Annual commitments under non-cancellable operating leases are as follows:

	2014 £	2013 £
Plant and Machinery		
<i>Operating leases which expire:</i>		
In two to five years	<b>3,792</b>	-
	<hr/> <hr/>	<hr/> <hr/>

# Merlin MS Centre Ltd (Limited by Guarantee)

## Detailed statement of financial activities

For the year ended 31 December 2014

	2014 £	2013 £
<b>Incoming resources</b>		
<i>Voluntary income</i>		
Donations	101,106	68,733
Gift aid	7,652	8,450
Legacies	-	2,000
	<hr/> 108,758	<hr/> 79,183
<i>Activities for generating funds</i>		
Fundraising events	147,142	162,974
Corporate room hire	25,262	19,913
Therapy room hire	19,969	16,583
Therapies	64,881	49,328
	<hr/> 257,254	<hr/> 248,798
<i>Incoming resources from charitable activities</i>		
Grants	46,166	33,800
	<hr/> 412,178	<hr/> 361,781
<b>Resources expended</b>		
<i>Cost of generating voluntary income</i>		
Staff costs	38,150	52,500
Staff costs – maternity leave	18,250	-
Insurance	261	246
Telephone	371	438
Postage and stationery	10,507	10,632
Marketing and publicity	3,821	5,756
General fundraising expenses	29,901	14,450
	<hr/> 101,261	<hr/> 84,022
<i>Fundraising trading: cost of goods sold and other expenses</i>		
Opening stock	563	2,181
Purchases	4,505	4,096
Closing stock	(853)	(563)
	<hr/> 4,215	<hr/> 5,714
<i>Cost of charitable activities</i>		
Wages	108,884	100,652
Social security	7,655	9,894
Staff costs – grant funded	11,700	-
Pensions	7,057	4,906
Insurance	4,966	4,679
Light and heat	5,913	9,558
Telephone	5,563	3,926
Postage and stationery	553	560
Repairs and renewals	16,240	11,733
Subscriptions	993	864
	<hr/> 169,524	<hr/> 146,772
Carried forward		

# Merlin MS Centre Ltd (Limited by Guarantee)

## Detailed statement of financial activities (continued)

For the year ended 31 December 2014

	2014 £	2013 £
Brought forward	169,524	146,772
<i>Cost of charitable activities (continued)</i>		
Therapy costs	65,186	73,195
Travel and subsistence	8,407	11,901
Cleaning	9,959	10,199
Water rates	2,109	1,103
Freehold property depreciation	11,160	11,160
Plant and machinery depreciation	10,765	7,177
Fixtures and fittings depreciation	3,098	3,558
Computer equipment depreciation	1,719	2,565
Motor vehicle depreciation	1,503	1,879
Hire purchase interest	728	498
Bank charges	1,733	1,433
	<hr/>	<hr/>
	285,891	271,440
<i>Governance costs</i>		
Wages	13,989	14,098
Social security	1,386	1,459
Accountancy	1,240	1,566
Professional fees	4,404	3,637
Auditors' remuneration	2,480	2,604
	<hr/>	<hr/>
	23,499	23,364
<b>Total resources expended</b>	<hr/> <b>414,866</b>	<hr/> 384,540
<b>Net expenditure for year</b>	<hr/> <b>(2,688)</b> <hr/>	<hr/> (22,759) <hr/>