

**ENCEPHALITIS**  
**SOCIETY**

*The brain inflammation charity*



# Annual Report and Accounts 2020/21

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# Company Information

## Trustees' Report

The Trustees present their Annual Report with the financial statements of the charity for the year ended 31 March 2021.

## Reference and Administrative Details

Full name of charity:	Encephalitis Support Group (operating as the Encephalitis Society)
Company registration number:	04189027
England and Wales charity number:	1087843
Scottish charity number:	SC048210
Registered office of the charity:	32 Castlegate, Malton, North Yorkshire, YO17 7DT

## Directors and Trustees:

The Directors of the charitable company (the charity) are its Trustees for the purposes of charity law. The Trustees and officers serving during the year and since the year end were as follows:

		APPOINTED	RESIGNED
Gagun Gahir	Chair	April 2020	
Dr Mark Ellul	Vice Chair	January 2019	
Tim Spring		October 2007	
Adele MacKinlay		January 2015	February 2021
Andrew Stephens	Treasurer	March 2020	
David Smith		March 2021	
Donna Chen		March 2021	
Dr Paola Tinti		March 2021	
Dr Benedict Michael		February 2020	September 2020

CHIEF EXECUTIVE OFFICER: Dr. Ava Easton

## Our Advisors

### Auditors:

HPH  
54 Bootham  
York  
YO30 7XZ

### Bankers:

CAF BANK 25 Kings Hill Avenue West Malling Kent ME19 4JQ	HSBC 27 Market Place Malton YO17 7LU
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### Solicitor:

HAGUE & DIXON  
Bank House  
1 The Square  
Stamford Bridge  
York YO41 1AG

### Investments:

REDMAYNE-BENTLEY LLP  
9 Bond Court  
Leeds LS1 2JZ

## OUR VISION

is a world aware of encephalitis, its consequences and the support available.

## OUR MISSION

is to increase global awareness of encephalitis, saving lives and building better futures.

## OUR AIM

is to improve the quality of life of all people affected directly and indirectly by encephalitis, by:

- Providing support and information.
- Raising awareness.
- Promoting and collaborating on research.

## OUR OBJECTIVES

By 2027, we aim to:

- Annually increase our income by 10% reaching £1.4 million from a diverse range of sustainable and ethical sources.
- Have 50% of the general population aware of encephalitis in 10 countries.
- Be meeting the individual needs of 80,000 people through our support services.
- Fund four internationally based research studies.
- Be the go-to organisation for over 100,000 professionals worldwide.

LISTENING

PASSIONATE

EMPOWERING

## OUR VALUES

Our core beliefs shape our culture and our work

ACCESSIBLE

TRUST

TRANSPARENCY

## OUR VALUES

Our core beliefs as a charity, shape our culture and reflect our work.

**Passionate:** We are passionate about what we do and the difference this makes in the lives of others.

**Empowering:** We empower people to access support and, together, we find meaningful solutions to their difficulties.

**Trust:** We are talented experts, informed by medical professionals and inspired by people who experience encephalitis.

**Transparent:** We are open, honest and transparent in our decision-making and how we deal with people.

**Accessible:** We make it easy for people to access information about our work and the services we provide. We connect people together to share experiences and support each other.

**Listening:** We help people reach a better understanding of encephalitis, their situation and the options open to them.



# Chair's Report

As I sat down to write my first foreword as Chair, I found myself thinking about how we have evolved as a team from 2020 to 2021. Humanity was faced with an unknown and invisible scourge, which threatened the most vulnerable of our global family with the greatest ferocity. It was a year where, under the stewardship of my predecessor Tim Spring, we stepped up as an organisation: increased communication; increased activities with data-led decisions; increased ways of working during and out of lockdowns; increased governance to protect our people and our beneficiaries; increased online collaboration with scientific research communities. We stepped into 2021 secure in the knowledge that we had done everything humanly possible to safeguard the future of the Encephalitis Society for the sake of the people we serve - and well aware that we would be wise to maintain a circumspect outlook.

Thanks to our family of fundraisers, volunteers, trusts, foundations, ambassadors, regular donors, corporate partners and the amazing work of our scientific panel, we have raised almost £1 million this year in funds – and I'm so pleased that 69p out of every £1 is spent on our charitable objectives. This is just two pence less than 2020 despite strengthening our governance with learnings from Covid, increasing our spend on fundraising to 25% of total expenditure and of course ensuring we have a contingency fund to mitigate unknown risks.

I am immensely excited about the bold initiatives we are putting in place that will make encephalitis matter to everyone. Our new mission, alongside our crystallised values will help spur us on as we face what will inevitably be continued disruption as the fallout of COVID-19 begins to bite. Our annual report will demonstrate how we have found pockets of opportunity in this disruption to raise awareness – for example, how our team rallied despite reduced spending on awareness and were able to reach 53 million people on World Encephalitis Day. The people we serve suffered great anxiety under pandemic conditions given their vulnerability (immune-compromised; mental health; shielding; isolation) and one of my proudest moments has been seeing how our membership has increased year on year. The fact that people are responding to our digital outreach and finding the support and information they need means our 8% increase in spend



here has paid dividends. Our collaboration with the World Health Organization (WHO) is gaining pace, and the fantastic work that our scientific panel, under the leadership of our President Prof. Tom Solomon CBE and our CEO Dr Ava Easton, have undertaken cannot be overstated. This ground-breaking analysis in partnership with the WHO, which identifies the global issues surrounding encephalitis and proposes a range of solutions, absolutely places us as changemakers in the fight against this indiscriminate disease. This impossibly lean organisation is poised to accelerate awareness of encephalitis on a global scale from our humble headquarters in the UK.

A huge thank you to the team, our supporters, volunteers, fundraisers and partners for your continued resilience, energy and dedication. We have weathered an almighty storm working as one team. Together we can make encephalitis matter to everyone.

*Gagun Gahir*  
Chair

# Achievements and Performance

\*All increases and decreases relate to the previous financial year – 2019/20.

## Key Figures in Numbers

69% of our expenditure was spent on our charitable activities. So, for every £1 donated, 69 pence was spent on support, awareness and research. This figure was slightly reduced from 2019/2020 due to increased demands on fundraising, in part as a result of COVID-19 and the need to plan for potential austere years ahead.

## Support Key Stats

We spent £266,285 on support, which represented 37% of our expenditure (30% in 2019/2020 – 7% increase).

- We have 12,054 members (50% increase) in 98 countries and 1,997 professional members in 81 countries.
- We initiated virtual events and gatherings that were attended by 463 people in 10 countries, reducing isolation and increasing confidence.
- We had 2,480 contacts through our Support Service directly (25% increase).
- We had 44 Team Encephalitis Volunteers (10% increase) helping us achieve our vision.
- We had over 27,603 downloads of our information from our website (37% increase) and launched 16 new information resources.

## 2020 - Digital Support Service



PODCASTS



VIRTUAL GATHERINGS



ANIMATIONS



"This information is brilliant, especially the books for school and children. We were sent home with no information and these resources would have helped prepare for the transition home and help other family members to understand the changes. Hospitals should direct parents and patients to Encephalitis Society on discharge."

"Just want to thank you and the Encephalitis Society for absolutely everything you do and all the help and advice, praise and encouragement you give to us all, it really means a lot. I wouldn't have been able to achieve all of the amazing things that have happened this year without your help, so thank you all so much!"

"I would like to thank you for your support! You are incredible people for what you do! I have sent an email to you and your response was exceptionally helpful. Perhaps you don't know how helpful were your advice and information, but your Society will be in mine mind forever. Everything about our feelings was described, from your books the e-learning site."

## Awareness Key Stats

We spent £124,964 on awareness, which represented 17% of our expenditure (26% in 2019/2020 – 9% decrease).

*The decrease in awareness expenditure compared with last year is explained by spending less on attending/organising face-to-face events, postage, travel and printing publications because of the COVID-19 pandemic restrictions at the time.*

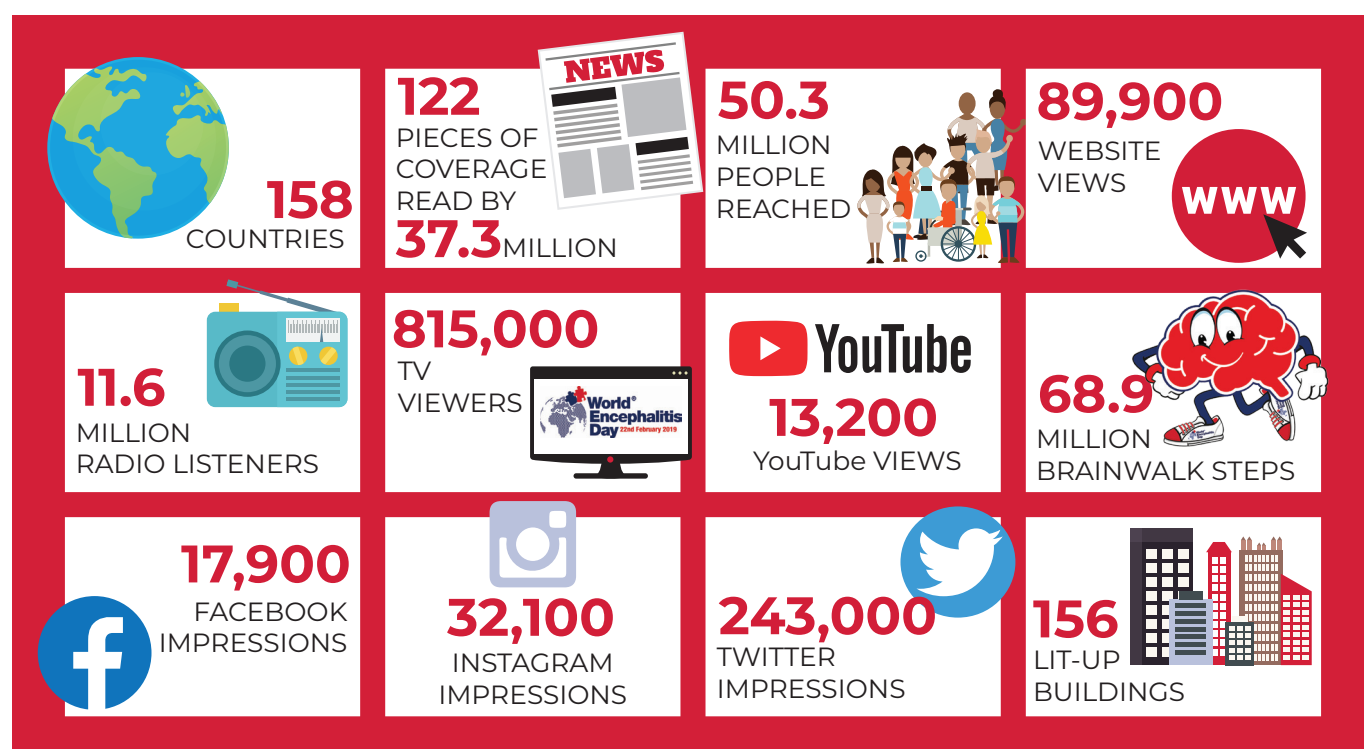
- We had over 151,000 views of our YouTube channel (181% increase).
- World Encephalitis Day reached over 50 million people in 153 countries (50% increase).
- We had press coverage throughout the year reaching over 4,000,000 people (not including our campaigns such as World Encephalitis Day or Research Month).
- Our website was used by 341,732 unique users from 187 countries, and it received 733,688 page views.
- Our digital campaign Research Month helped us reach almost 6 million people in 28 countries.



## Research Key Stats

We spent £104,789 on research, which represented 15% of our expenditure (15% in 2019/2020).

- We have continued our two PhD fellowships into recovery and rehabilitation in collaboration with University of Aston and the University of Liverpool and two seed funding with institutions in Cameroon and Brazil.
- We awarded two new international Encephalitis and COVID-19 Seed Funding to projects in the USA.
- We hosted our International Encephalitis Conference for medical, scientific and research professionals with 257 registered participants from 34 countries at the Royal College of Physicians, London, UK, and virtually.
- Our Chief Executive represents the Society on the Global Neuro Research Coalition and is a member of the COVID\_CNS (The COVID-Clinical Neuroscience Study Steering Committee). She is also their Patient and Public Engagement Lead; member of the Steering Committee for Coronerve; Co-Investigator and Chair of the Patient and Public Involvement Panel for BIGlobal/GECO/COVID Neuro Global Study; an Ambassador for the European Brain Injury Council.





OBJECTIVE	EXPENDITURE		
	2019/2020	2020/2021	% INCREASE/ DECREASE
AWARENESS	£211,310	£124,964	41% DECREASE
SUPPORT & INFORMATION	£246,065	£266,285	8% INCREASE
RESEARCH	£124,289	£104,789	16% DECREASE

## Fundraising Key Stats

We spent £179,275 on fundraising, which is 25% of our expenditure (21% in 2019/2020 – 4% increase).

- We have raised a total of £996,911.
- We had 292 amazing fundraisers, who together raised £189,699.
- We had 3,712 donations, including 279 people who give regularly, raising a total of £76,009.
- We are thankful for the support given by 22 trusts and foundations, who have contributed to our activities. Total grants received were £344,922 (7% increase).
- £108,561 was donated by our corporate partners during the year, in aid of our life-saving work.
- Our major donors generously gave £62,060 in support of our work.

## Governance Key Stats

We spent £43,770 on our governance, which is 6% of our expenditure (7.5% in 2019/2020 – 1.5% decrease).

- We appointed four new Trustees: Digital Marketing, Diversity and Inclusion, Information Technology, and Fundraising.
- We recruited a new Observer Trustee: Marketing and PR.
- We appointed two new Vice Presidents: David Jennings and Leigh Palmer.
- Our President Professor Tom Solomon was awarded a CBE.
- Our Scientific Advisory Panel has appointed three subcommittees: Information, Research, and Conference.
- Our Board has appointed three subcommittees: Risk, Nominations, and Income Generation.





## Encephalitis Challenges

Encephalitis is inflammation of the brain, an indiscriminate syndrome that is usually caused by infection or by a person's own immune system attacking the brain in error. It is estimated that around 500,000 people/a year across the globe<sup>1</sup> are affected with this often-deadly (up to 40% depending on the cause<sup>2</sup>) brain condition – one person every minute. It is agreed this is quite probably a significant underestimate of the true incidence of the condition.

77% of people around the world do not know what encephalitis is<sup>3</sup>, and we also recognise now that encephalitis has a higher incidence, in many countries, than Motor Neurone Disease, Bacterial Meningitis, Multiple Sclerosis and Cerebral Palsy – conditions that have much higher clinical and public profiles. Therefore, our strategic priorities mean that, in addition to securing the funds that keep us operating, awareness of the condition is one of our top strategic aims.

There are many challenges in managing encephalitis, not only in the acute illness, but also in the recovery and rehabilitation stage. Initial features do not show sufficient clues towards an etiological diagnosis and establishing the exact cause of encephalitis in a timely manner can be difficult. In many areas, reluctance to perform certain tests (e.g., lumbar puncture), lack of or poor resources, and insufficient medical training are barriers in diagnosing and treating encephalitis. Global guidelines for diagnosis and treatment are still lacking.

Adequate discharge planning, information regarding the illness and its consequences and future care for patients and their family/carers are essential to improve the overall outcomes. However, people continued to be discharged from hospital without adequate referral and follow-up plans in place.

Nevertheless, improvements in diagnosis and management of encephalitis happened over the years. These have resulted in more people surviving than in the past. Whilst this is good progress in attempts to mitigate the clinical burden of the disease and its related mortality, it does mean that we are seeing an increase in the numbers of people (up to two thirds depending on the type of encephalitis<sup>4</sup>) left with the consequences of the condition: an acquired brain injury resulting in a range of, often hidden difficulties, such as cognitive, physical, emotional, behavioural and social problems. These challenges can often result in social problems too, such as mental health issues, family breakdown, losses in terms of employment, education, independence, confidence and self-esteem. The nature of hidden disabilities often means people's needs are not met or recognised. Specialist clinical, therapeutic, rehabilitative interventions and support are needed to help people (and their families) adjust to, and cope with, such difficulties. Families also provide a major part of the care needed – sometimes to the detriment of their

own lives, resulting in stress and associated disorders, family breakdown, and social isolation.

The public's response to vaccination and poor-quality information around vaccinations, including that for illnesses often considered eradicated in the past (e.g., measles), for travellers and for new illnesses, such as COVID-19, also present their own challenges, and contribute to preventable cases of encephalitis occurring. Encephalitis research therefore remains a high priority in our strategic plan and must be a greater priority for clinicians, researchers, and public health officials.

## Future Plans

The end of Encephalitis Research Month 2021 brought welcome news about a potential partnership with the World Health Organization (WHO). The Encephalitis Society is to begin discussions with the WHO about a new report commissioned by the Encephalitis Society that looks at encephalitis around the world. The in-depth analysis – **Encephalitis: an in-depth review and gap analysis of key variables affecting global disease burden** – identifies global issues surrounding encephalitis and proposes a range of solutions, ranging from epidemiology, incidence, and economic impacts through to prevention, diagnosis and treatment, and the needs of patients and families.

Our strategic plan is our handbook to prioritise our work, whilst also enabling us to clearly report upon, not only the outcomes of our work, but also the impact they have for our beneficiaries and people affected by encephalitis throughout the world. It is reviewed and revised annually. Our work over the next year will be focusing energies and funds on raising awareness internationally of encephalitis and our services to the public, organisations, health professionals, and those affected by encephalitis. Raising awareness means we can help save lives, offer life-changing support and positively influence the research agenda into this often devastating condition. Support for people affected and their families will remain an important part of our work and strategic planning.

The year 2020/2021 was taken over by the COVID-19 pandemic. Although many studies emerged, looking at neurological manifestations, including encephalitis, associated with COVID-19, there is still much to do to understand the various manifestations reported around neurology and COVID-19, especially the connection between the virus and the neurological manifestations. As shown by the COVID-19 pandemic, new viruses can emerge and spread globally with devastating consequences – there may be new types of encephalitis, but also implications for those who are suffering the consequences of encephalitis (the acquired brain injury) and are in vulnerable populations (e.g., vaccination, mental health, shielding, isolation, immune-compromised).

1 Jmor, F., Emsley, H., Fischer, M., Solomon, T. and Lewthwaite, P. (2008). The incidence of acute encephalitis syndrome in Western industrialised and tropical countries. *Virology Journal*, 5, 1-13.

2 Günther, A., Schubert, J., Witte, O.W. et al. (2019) *Med Klin Intensivmed Notfmed* <https://doi.org/10.1007/s00063-019-0604-5>

3 All figures, unless otherwise stated, are from YouGov Plc. Sample sizes and 2021 field work dates varied according to country (Five countries were surveyed: UK, USA, Germany, India, and Australia). By people we mean adults (aged 18+) in the general public. The 77% people statistic is a mean of the five countries surveyed and was calculated by The Encephalitis Society by identifying incorrect answers to the YouGov Plc survey question 'in your own words, please type in the box below what you understand the word encephalitis to be/mean' and reflecting this information in a recalculation of YouGov Plc's question 'yes I have heard of encephalitis and know what it is'.

4 Blum, R.A., Tomlinson, A.R., Jetté, N., et al. (2020) Assessment of long-term psychosocial outcomes in anti-NMDA receptor encephalitis. *Epilepsy & Behavior*. May 2020. 108: 107088.

# Structure, Governance and Management

## Governing Document

The Encephalitis Support Group registered as a charity on 25 February 1995. On 28 March 2001, it was incorporated as a company limited by guarantee and re-registered with the Charity Commission on 2 August 2001. On 27 May 2003, it began operating as the Encephalitis Society. It is governed by its Articles of Association, which were amended and adopted in November 2016. We registered as a charity in Scotland in 2018.

## Trustees

The Board of Trustees is responsible for the overall governance, policy and strategic direction of the Society. The Board meets four times a year with digital mid-point meetings. The Trustees are volunteers, and many have personal experience of encephalitis. The Board recruits to skills gaps whereby professionals and others with an interest in encephalitis, who can meet those areas of need, are invited to take a Board position.

Dr Ava Easton is the Chief Executive of the Encephalitis Society, having worked for the Society and in the field of encephalitis since 2000; Phillippa Chapman, Director of Services since 2012 and Julia Clark, Director of Engagement since 2016, make up the Senior Leadership Team. You can see the full Board of Trustees and Staff Team here:

[www.encephalitis.info/our-trustees](http://www.encephalitis.info/our-trustees)

## Recruitment and Training of the Trustees

Prospective Trustees initially attend Board meetings as Observers. Along with a Trustee buddying system, each new Trustee is provided with access to an online induction microsite, which includes briefings on key responsibilities, objects of the Society and its vision and mission, and the structure and workings of the Society, its staff and volunteers. The Society organises a one-day training event each year for all the Trustees to update their knowledge about their role and responsibilities as charity Trustees and Company Directors. The Trustees also attend conferences, seminars and other related learning opportunities.

Due to the limited number of interested specialists in encephalitis, the Board have agreed that Trustees can remain on the Board, following a review at Board level, for a maximum of nine years. We currently have one Board member that falls into this category.

All trustees, staff, consultants and volunteers undergo a Disclosure and Barring check at the appropriate level depending on the role.

## Pay Policy for Senior Staff

The Trustees and Senior Leadership Team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis. All Trustees give their time freely and no Trustee received remuneration in the year. Details of Trustees' expenses and related party transactions are disclosed in Note Nine to the accounts. The pay of staff is reviewed annually.

## Related Parties

None of the Trustees receive remuneration or other benefits from their work with the charity. Any connection between a Trustee or Senior Leader of the charity with a contractual relationship to a related party must be disclosed to the full Board of Trustees. In the current year, no such related party transactions were reported.

## Employees

The Encephalitis Society has a staff of 13: 8 full-time (37 hours per week) and 5 part-time (ranging from 22.5 to 34 hours per week) employees (11.95 full-time equivalents). The Encephalitis Society aims to be an organisation where employees enjoy working and feel supported and developed. The Society makes contributions of 6% to a pension scheme for all its employees and supplies all its driver-employees with a free local parking permit. The Society also provides a staff subscription to the CALM App, access to an employee assistance programme and a private healthcare scheme, as well as flexible hours and hybrid working. The Society aims to deliver positive programmes for training and personal development for its employees, with the objectives of maintaining high standards of service provision and opportunities for employee development. Employees are kept fully informed about, and involved in, the Society's strategy and objectives.

## Volunteers

The Society has two regular office volunteers who help with administration and office maintenance and a further 80 active volunteers (including Ambassadors (8), Vice Presidents (8), Presidents (2), Scientific Panel (18) and Team Encephalitis Volunteers (44)). The Society values the volunteers and their work and has dedicated volunteer policies for the volunteers to feel safe and appreciated while volunteering for the Society. Training opportunities are available to the volunteers and opportunities for the staff and volunteers to mix and feel part of the same team have been created.

## Encephalitis Society Scientific Advisory Panel

An expert Scientific Advisory Panel provides the Society with professional resources. Members of the Panel include highly regarded experts from neurological, neuropsychological, neuropsychiatric, neuro-immunology, paediatric, therapeutic and other relevant fields. The Panel meets annually to exchange information and progress research initiatives. Members of the Panel also assist with enquiries of a complex clinical nature.

## VIPs/Ambassadors

We are very privileged to have Professor Tom Solomon, CBE as our President and Professor Barbara Wilson, OBE as our President Emeritus. Professor Solomon is joined by eight Vice Presidents: Richard Lockwood, Baroness Anne McIntosh of Pickering, Kika Markham, Tom Naylor-Leyland, Leigh Palmer, David Jennings, and Tiggy and Robert Sutton. Our Ambassadors are actor and artist Mathew Bose, quadruple Olympic medal winning swimmer Rebecca Adlington OBE, Features Editor at The Guardian Simon Hattenstone, BBC news presenter Charlotte Leeming, security risk consultant and reality TV personality Alecia Emerson-Thomas, and two International Ambassadors, New York Post journalist and author of Brain on Fire, Susannah Cahalan, and Crossover singer and Britain's Got Talent semi-finalist, Aliki Chrysochou. These appointments and support can help us draw attention to a condition that has a devastating effect on the lives of those it touches.

## Working with Corporates

The Encephalitis Society receives support from a range of pharmaceutical, legal and other companies with an interest in encephalitis as part of a diverse fundraising strategy involving people fundraising for us and people donating their own money, together with support from charitable trusts. The support provided by companies has made an important contribution to our work on behalf of people affected by encephalitis. To see our corporate partners, visit [www.encephalitis.info](http://www.encephalitis.info). The Encephalitis Society is committed to upholding our reputation of independence, impartiality and transparency in all that we do. We recognise the importance of working collaboratively with all stakeholders to ensure we do our best to meet the needs of people affected by encephalitis and their families. However, the views of the charity are always reached independently and are based on informed and balanced evidence.

We also work with other stakeholders as we believe that our supporters want us to work in partnership with key players; from academics, national and international organisations, and health professionals to corporate partners including pharmaceutical companies. We believe it is important to maintain cooperative relationships with companies that manufacture and market drugs used by people affected by encephalitis, but under no circumstances will these or other companies influence our strategic direction, activities or what we say.

## Environmental Policy

The Society recognises that every aspect of its operation can influence the environment. Therefore, we aim to minimise negative impacts and maximise the positive. Climate change is a major challenge. Government, business and the wider society will be affected, and all have a role to play in positively addressing the issue. Our staff and Trustees agree that the role of energy champion is a team role and not an individual one, and therefore we work collectively to reduce the Society's impact on the environment.

## Diversity

We are working towards improving our Diversity and Inclusion as part of our ongoing strategic developments. We recognise that we need to create an environment where all people affected, carers and their families feel they are treated equally as individuals and where our staff and volunteers are able to thrive and achieve their full potential. We are developing projects to enable to better inclusion of hard-to-reach communities. In 2020, we recruited and appointed a Diversity and Inclusion Lead to the Board.

## Ethical Issues

### Funding Research That Tests on Animals

The Society will only consider funding applications for research that tests on animals on a case-by-case basis, where there is evidence of no other model or known alternative, and only for studies being conducted in the UK. The Society wishes to actively support research that is working toward eradicating the need for animal testing and will always choose to fund studies that do not test on animals over and above equivalent studies that do.

# Financial Review

The overall result for the year is a net income before gains on investments of £277,828, which was better than expected having budgeted for a planned deficit of £131,950. The Balance Sheet at 31 March 2021 shows total retained funds of £ 1,431,044. This includes restricted funds of £321,989.

A breakdown of restricted funds, showing movements in the year by project and closing balances at 31 March 2021 and the reasons the funds are restricted, is shown in Note 17.

At the end of the year, there was a 115% increase in the unrestricted reserve (£766,828), compared with the previous year. When the pandemic months occurred, we had a planned reduced expenditure and income. However, we were fortunate to raise more than we anticipated, our investments began to recover and we were unable to conduct many planned fundraising and charitable activities. This resulted in a surplus in general reserves, against the agreed policy, at the end of the year. This surplus is budgeted to be spent on additional fundraising and charitable activities over the coming period.

## Public Benefit Statement

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission. This report describes our charitable work and this in turn illustrates how the charity delivers public benefit. We strive to meet our vision through all our activities and focus all our decisions on how our work will benefit the individuals and families, now and in the future, affected by this devastating condition.

## Investment Policy

The Encephalitis Society are tasked by the Charity Commission to act prudently with our public money. The Board of Trustees took the decision that the most prudent course of action for the Society was to invest inactive charitable income. The Society has chosen a portfolio of investments and government bonds that can be liquidated in 24/48 hours and is monitored monthly to protect public money. This portfolio contains unrestricted and at times dormant restricted income. Our investments are in a 100% ethical portfolio.

## Reserves Policy

The Board of Trustees of the Encephalitis Society resolve to pursue a policy of establishing and maintaining a contingency fund sufficient to meet twelve months' unrestricted expenditure, as the COVID-19 pandemic brought into sharp focus the importance of having sufficient reserves as a protection from income shocks and unexpected events (£337,219 based on 2020/21 expenditure). This should be regularly reviewed by Trustees to ensure that it meets the organisation's changing needs and circumstances. This fund can be identified as the Contingency Fund in designated funds.

## Risk Management

This Encephalitis Society has a detailed risk register, which is reviewed in detail by the Risk Sub-committee comprising members of the Board and senior team. The Board of Trustees including the senior team, have an overview of the risk register every three months and in detail annually. Significant new risks are brought to the attention of the Board as necessary.

The risk assessment process identified the following major risks:

- Failures to safeguard children and at-risk adults adequately both through negligence and unsound advice through the support service.
- Significant changes at short notice to funding arrangements, through dependency on income sources or external events.
- Significant impact due to a failure in Information Governance, both internal and external, and other employment practices.
- Sustainability of the charity following the departure of key members of the staff team due to illness or termination of contracts.

The charity put measures in place to manage these risks and monitor the likelihood of these risk events, to minimise the financial and reputational impact they would have on the charity.



## COVID-19 Pandemic Risk

The Trustees are regularly reviewing the ongoing impact of the COVID-19 pandemic on the Society. The main areas of risk have been identified as income generation and the development of international services delivery.

- COVID-19 is expected to significantly limit our ability to fundraise from the public. Trust and Foundation income, investment income and corporate fundraising are also likely to be adversely impacted. Although the situation is worrying, we are relentlessly pursuing every opportunity to secure funding to enable our survival.
- Our office space, staff working practices and staff travel will follow government and public health guidance as it develops in response to the pandemic.

The Trustees remain confident in the going concern of the charity.

## Safeguarding

As a charity working extensively with people affected by brain injury, we do come into contact with individuals at risk and are especially careful and sensitive when interacting with them. All our staff, Trustees and specialist volunteers receive training and guidance, and our long history of working with people affected by encephalitis has given us the knowledge and expertise our supporters and wider public expect from us as encephalitis experts. Safeguarding our community is of paramount importance and we take this issue seriously, constantly reviewing our processes to make sure we comply with best practice.

## Fundraising Standards

The Encephalitis Society voluntarily subscribes to the Fundraising Regulator and its Code of Practice. We are committed to working with the Fundraising Regulator and the Institute of Fundraising to improve fundraising standards across the sector.

The Encephalitis Society's approach to fundraising focuses on four main areas:

- Encouraging and supporting people to conduct their own fundraising activities, including entering third-party events.
- Building partnerships with businesses and other organisations.
- Soliciting gifts from trusts and foundations.
- Encouraging people to consider leaving a gift in their will.

The charity has published its Fundraising Promise, which is available at [www.encephalitis.info/fundraising-policy](http://www.encephalitis.info/fundraising-policy), and has a complaints policy and process in place. There were no complaints about fundraising received during the year.

The charity is a member of the Fundraising Regulator scheme, and is thereby entitled to use the Regulator's logo on its fundraising materials, and operates in accordance with the Code of Fundraising Practice. The charity is also registered with the Gambling Commission for the purposes of running a lottery and conducting a raffle draw.

We have continued to review our approach to consent and data protection considering the implementation of the General Data Protection Regulations on 25 May 2018.

The charity also operates a Whistleblowing Policy.

## Working with Third-Party Fundraisers

We do not currently work with any third-party fundraisers as we believe our small but expert fundraising team are the best people to support our growing number of supporters. We do however work with a small number of organisations who donate proceeds from the sale of their goods or services and we expect them to follow the Code of Fundraising Practice.

## Complaints

We are pleased to report that we had no complaints about our services; however, we do have a clear and easy to use complaints procedure as we recognise that people may be dissatisfied at some point. Complaints and supporter feedback are important, and we welcome them as a source of information on how our work impacts on others.

## Responsibilities of the Trustees

The Trustees (who are also the Directors of Encephalitis Support Group 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 each financial year that give a true and fair view of the state of affairs of the charitable company and of the

incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that 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. The Trustees 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.

This report has been prepared in accordance with the special provisions of Part 156 of the Companies Act 2006 relating to small companies and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Approved by the Board of Trustees on 5 December 2021 and signed on its behalf by:

Gagan Gahir  
Chair



# Independent Auditor's Report

TO THE MEMBERS OF ENCEPHALITIS SUPPORT GROUP  
(OPERATING AS THE ENCEPHALITIS SOCIETY)

## Opinion

We have audited the financial statements of Encephalitis Support Group for the year ended 31 March 2021, which comprise the Statement of Financial Activities and Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement and the related notes, 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 charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources 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, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

## Basis of 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 charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 trustees'/director'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 charitable company'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 directors with respect to going concern are described in the relevant sections of this report.

## Other information

The trustees/directors 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.

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

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

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report has been prepared in accordance with applicable legal requirements.



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

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 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 of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

## Responsibilities of Directors

As explained more fully in the Trustees' responsibilities statement on page 19, the trustees 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

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

We have been appointed as auditor under section 44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following areas: timing of recognition of commercial income, posting of unusual journals along with complex transactions and manipulating the charitable company's key performance indicators to meet targets. We discussed these risks with client management, designed audit procedures to test the timing of commercial revenue, tested a sample of journals to confirm they were appropriate and reviewed areas of judgement for indicators of management bias to address these risks.

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.

## Use of our report

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, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 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 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Adrian Rodaway  
Senior Statutory Auditor  
For and on behalf of  
HPH, Chartered Accountants  
Statutory Auditor  
54 Bootham  
York  
YO30 7XZ

Date: 16 November 2021



# STATEMENT OF FINANCIAL ACTIVITIES AND INCOME

AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted General Fund £	Designated Funds £	Restricted Funds £	Year Ended 31 March 2021 £	Year Ended 31 March 2020 £
<b>Income and endowments from:</b>						
Donations and legacies	2	52,725	50,020	210,976	313,721	493,156
Charitable activities	3	388,170	-	-	388,170	324,649
Other trading activities	4	214,660	54,284	10,000	278,944	331,052
Investments	5	16,076	-	-	16,076	14,133
<b>Total</b>		<b>671,631</b>	<b>104,304</b>	<b>220,976</b>	<b>996,911</b>	<b>1,162,990</b>
<b>Expenditure on:</b>						
	6					
Raising funds		142,582	569	150	143,301	119,684
Charitable activities		194,637	79,107	302,038	575,782	689,897
<b>Total</b>		<b>337,219</b>	<b>79,676</b>	<b>302,188</b>	<b>719,083</b>	<b>809,581</b>
<b>Net income and net movement</b>						
<b>in funds before losses on investments</b>		<b>334,412</b>	24,628	(81,212)	<b>277,828</b>	<b>353,409</b>
Net (losses)/gains on investments		80,661	-	-	80,661	(50,291)
<b>Net income</b>		<b>415,073</b>	24,628	(81,212)	<b>358,489</b>	<b>303,118</b>
<b>Transfers between funds</b>	16, 17	<b>(3,717)</b>	<b>3,717</b>	-	-	-
<b>Net movement in funds</b>		<b>411,356</b>	<b>28,345</b>	(81,212)	<b>358,489</b>	<b>303,118</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward		355,472	313,882	403,201	1,072,555	769,437
<b>Total funds carried forward</b>		<b>£ 766,828</b>	<b>£ 342,227</b>	<b>£ 321,989</b>	<b>£ 1,431,044</b>	<b>£ 1,072,555</b>

The notes on pages 20 to 35 form part of these financial statements.

# ENCEPHALITIS SUPPORT GROUP (OPERATING AS THE ENCEPHALITIS SOCIETY)

## BALANCE SHEET AS AT 31 MARCH 2021

	Note	2021		2020	
		£	£	£	£
<b>Fixed assets:</b>					
Tangible assets	13		12,669		8,340
Investments	12		1,052,563		758,028
			<u>1,065,232</u>		<u>766,368</u>
<b>Current assets:</b>					
Stocks		17,038		21,235	
Debtors	14	61,965		81,401	
Cash at bank and in hand		<u>400,199</u>		<u>273,570</u>	
		479,202		376,206	
<b>Liabilities:</b>					
CREDITORS: amounts falling due within one year	15	<u>113,390</u>		<u>70,019</u>	
<b>Net current assets</b>			365,812		306,187
<b>Total net assets</b>			<u>£ 1,431,044</u>		<u>£ 1,072,555</u>
<b>The funds of the charity:</b>					
Unrestricted funds	16				
Undesignated		766,828		355,472	
Designated		<u>342,227</u>		<u>313,882</u>	
			1,109,055		669,354
Restricted Funds	17		321,989		403,201
<b>Total charity funds</b>			<u>£ 1,431,044</u>		<u>£ 1,072,555</u>

The accounts have been prepared in accordance with the special provisions of the Companies Act 2006 applicable to small companies and the Charities SORP (FRS 102).

Approved by the Board of Directors and Trustees on 5 December 2021 and signed on its behalf by:

G Gahir  
Director and Trustee

M Ellul  
Director and Trustee

*The notes on pages 19 to 34 form part of these financial statements.*

# STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
<b>Cash flows from operating activities:</b>			
<b>Net cash (used in)/provided by operating activities</b>	<b>21</b>	<b>333,903</b>	<b>336,337</b>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		16,076	14,133
Purchase of property, plant and equipment		(9,476)	(3,212)
Purchase of investments		(816,681)	(543,951)
Sales of investments		602,807	253,314
<b>Net cash used in investing activities</b>		<b>(207,274)</b>	<b>(279,716)</b>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>126,629</b>	<b>56,621</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<b>273,570</b>	<b>216,949</b>
<b>Cash and cash equivalents at the end of the reporting period</b>		<b>400,199</b>	<b>273,570</b>

*The notes on pages 19 to 34 form part of these financial statements.*

# ENCEPHALITIS SUPPORT GROUP (OPERATING AS THE ENCEPHALITIS SOCIETY)

## NOTES TO FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1. ACCOUNTING POLICIES

##### **Legal entity**

Encephalitis Support Group is a company limited by guarantee (04189027). It is registered in England and Wales with the Charity Commission (1087843) and in Scotland with the Scottish Charity Regulator (SC048210). The address of the registered office and principal place of business is 32 Castlegate, Malton, North Yorkshire, YO17 7DT.

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The Charitable Company constitutes a public benefit entity as defined by FRS 102.

##### **Going Concern**

As described in the Trustees' Annual Report, special consideration has been given to the post balance sheet event of COVID-19. The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. They have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for the foreseeable future, and have adequate contingency plans in the event that income streams are reduced. Consequently the financial statements have been prepared on the basis that the charity is a going concern.

##### **Income recognition**

Incoming resources represents income received in the form of grants, donations, and fundraising. Voluntary income is received by way of donations, legacies and gifts. With the exception of legacies these are accounted for in the Statement of Financial Activities at the time of receipt.

Legacies are included in the Statement of Financial Activities where probate was granted prior to the Balance Sheet date and where receipt was in the year or took place shortly after the year end. Other legacies

notified are not accrued when there are uncertainties of the value and timing of the receipt.

The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

##### **Expenditure and irrecoverable VAT**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Support costs include central functions such as general management, information technology and human resources and have been allocated to activity cost categories (Awareness, Research, Member Support Information, Fundraising and Governance) on a basis consistent with the use of resources and size of department. Support costs do not, in themselves, constitute an activity, instead they enable output creating activities undertaken.

##### **Pension Costs**

The company operates a defined contribution pension scheme. Contributions payable for the year are charged to the profit and loss account.

##### **Fixed Assets**

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

Office equipment and furniture

25% straight line basis

Leasehold property improvement

20% straight line basis

All capital expenditure in excess of £2,000 is capitalised as tangible fixed assets and all expenditure is transferred from restricted funds to the unrestricted general fund including depreciation.

##### **Stock**

Stock is valued at the lower of cost or market value.

##### **Fund accounting**

###### *Unrestricted funds*

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Charity without further specified purpose and are available as general funds.



# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

Unrestricted funds are identified as £1,109,055 on the balance sheet. The Trustees follow the New Philanthropy Capital recommended policy for unrestricted funds which does not include designated funds for specific purposes. Therefore our current unrestricted funds are £766,828.

## *Designated funds*

Designated funds are unrestricted funds earmarked by the Board of Trustees for specific purposes.

## *Restricted funds*

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

## **Investments**

Investments are valued at market value at the year end. All movements in value from investment changes or revaluation are recognised in the Statement of Financial Activities.

## **Debtors**

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

## **Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit of similar account.

## **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## **Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

## **Operating leases**

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

## 2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Gift and donations	151,665	373,686
Gift Aid	42,745	34,540
Legacies and bequests	7,000	5,000
Gift in Kind	3,750	24,369
Corporate income (donations)	108,561	55,561
	<u>£ 313,721</u>	<u>£ 493,156</u>

# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 3. CHARITABLE ACTIVITIES

	2021 £	2020 £
Services provided/contributions - meetings	43,248	35,085
<b>Grants received</b>		
The Kirkby Foundation	-	10,019
The Frank Litchfield General Charitable Trust	-	1,250
Rank Foundation	-	30,000
The Leach Fourteenth Trust	-	1,000
Garfield Weston Foundation	-	25,000
CAF Resilience	12,500	50,000
The Ardwick Trust	-	200
The Samuel Storey Family Charitable Trust	-	250
The BB Charitable Foundation	-	500
The Earl Fitzwilliam Charitable Trust	-	2,500
The National Lottery- The Retreat	-	1,000
The National Lottery	60,000	50,000
Live Foundation	-	21,600
Dorothy Pamela Smith CIO	-	1,000
Malton, Norton and District Lions Club	-	250
Aberdeen Standard Investments Charitable Foundation	-	14,070
Silver Jubilee PhD	-	10,000
Coral Samuel Charitable Trust	-	675
The Harebell Centenary Fund	-	5,000
The Barbara A Shuttleworth Memorial Trust	-	250
Marguerite Foundation	-	62,000
The Charles and Elsie Sykes Trust	-	3,000
The Sylvia and Colin Shepherd Charitable Trust	500	-
The Rank Foundation	30,000	-
The Rank Foundation Emergency Fund	850	-
The Rank Foundation Emergency Fund 2	25,000	-
The Rank Foundation Recovery Fund	25,000	-
Sir Jules Thorn Charitable Trust	1,000	-
The Blakey Foundation	3,000	-
The Maristow Trust	250	-
Trustees of Col R N Crossley	1,000	-
The Marsh Christian Trust	400	-
Ryedale District Council	10,000	-
Duncan Louis Stewart Foundation	2,500	-
National Lottery- Covid 19 response	95,304	-
The Michael & Anna Wix Charitable Trust	200	-
Lloyds of London	30,000	-
Persimmon Homes	1,000	-
Awards for All	10,000	-
Clothworkers Foundation	3,418	-
The de Laszlo Foundation	10,000	-
Masonic Charitable Foundation	20,000	-
Guarantors of Brain	3,000	-
	<b>£ 388,170</b>	<b>£ 324,649</b>

# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 4. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising	189,699	241,673
Merchandise	8,618	8,229
Corporate income (services)	80,627	80,175
Training room hire	-	975
	<b>£ 278,944</b>	<b>£ 331,052</b>

In 2019, other trading activities income included £1,840 relating to restricted funds.

## 5. INVESTMENTS

	2021	2020
	£	£
Bank interest	132	479
Investment income	15,944	13,654
	<b>£ 16,076</b>	<b>£ 14,133</b>

# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020

## 6. ANALYSIS OF TOTAL EXPENDITURE

	2021	2020
	£	£
<b>Raising funds</b>		
Fundraising	7,853	7,606
Staff Costs	117,107	100,000
Bank charges & finance fees	6,074	5,452
Merchandise (adjusted for stock)	7,880	3,909
Investment fees	4,387	2,717
	<b>£ 143,301</b>	<b>£ 119,684</b>
<b>Charitable activities</b>		
Members activities	63,713	80,223
Research	62,870	59,668
Publicity/Awareness	5,934	56,414
Publications and printing	10,598	19,115
Postage and office supplies	11,545	15,523
Telephone/internet	2,813	2,757
Information technology	19,789	14,329
Affiliation fees	3,601	5,074
Rent, rates & other premises costs	27,178	26,821
Repairs and renewals	11,856	5,696
Sundry expenses	122	694
Staff Costs	291,801	291,175
Training costs	7,814	16,663
Staff travel, accommodation & subsistence	397	43,238
Volunteer travel, accommodation & subsistence	207	7,865
Outsourced services	34,897	8,616
Recruitment	5,995	6,020
Depreciation	5,148	6,050
Trustees expenses	1,283	12,877
Accountancy, audit & legal fees	7,522	10,066
Bank charges & finance fees	699	1,013
	<b>£575,782</b>	<b>£ 689,897</b>



# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 7. SUPPORT COSTS

*\*Support Costs are the definition used by the Charity Commission and do not refer to The Encephalitis Society's Member support activities. See note on page 20.*

	Awareness	Research	Member Support & Information	Fundraising	Governance	Support Costs	Total
	£	£	£	£	£	£	£
Fundraising	-	-	-	7,853	-	-	7,853
Merchandise	-	-	-	7,880	-	-	7,880
Investment fees	-	-	-	-	4,387	-	4,387
Members Activities	39,069	12,037	14,265	-	-	-	65,371
Publicity/Awareness	4,099	175	-	-	-	-	4,274
Publications & Printing	2,989	1,470	4,377	880	360	522	10,598
Postage & Office Supplies	1,446	999	3,834	2,419	949	1,899	11,546
Telephone & Internet	352	234	938	586	234	469	2,813
Information Technology	4,425	1,409	6,189	3,538	1,409	2,819	19,789
Affiliation fees	496	414	1,379	449	564	299	3,601
Rent and other premises cost	3,397	2,265	9,059	5,662	2,265	4,530	27,178
Repairs & Renewals	1,272	848	4,056	3,137	848	1,695	11,856
Sundry Expenses	7	5	62	33	5	10	122
Staff Costs	52,635	13,222	186,279	108,927	13,222	27,243	401,528
Training costs	494	314	4,657	1,407	314	628	7,814
Staff Travel/Accom	5	510	(115)	(40)	31	6	397
Vol - Travel/Accom	-	207	-	-	-	-	207
Outsourced services	4,353	2,652	10,607	14,009	5,352	5,304	42,277
Recruitment	-	-	320	5,675	-	-	5,995
Depreciation	644	429	1,716	1,072	429	858	5,148
Governance including travel and training	-	-	-	-	1,283	-	1,283
Legal & accountancy	-	-	95	46	7,349	33	7,523
Bank charges & investments fees	16	97	38	6,477	137	8	6,773
Research	-	62,870	-	-	-	-	62,870
<b>Total</b>	<b>115,699</b>	<b>100,157</b>	<b>247,756</b>	<b>170,010</b>	<b>39,138</b>	<b>46,323</b>	<b>719,083</b>
*Support cost Allocation	9,265	4,632	18,529	9,265	4,632	(46,323)	-
<b>Total costs</b>	<b>£ 124,964</b>	<b>£ 104,789</b>	<b>£ 266,285</b>	<b>£ 179,275</b>	<b>£ 43,770</b>	<b>£ -</b>	<b>£ 719,083</b>

## 8. NET INCOMING RESOURCES FOR THE YEAR

	2021	2020
	£	£
The net incoming resources are stated after charging:		
Depreciation	5,147	6,050
Auditor's remuneration	3,700	3,700
- Audit services		
- other financial services	2,954	2,954

# ENCEPHALITIS SUPPORT GROUP (OPERATING AS THE ENCEPHALITIS SOCIETY)

## NOTES TO FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

#### 9. REMUNERATION AND EXPENSES OF TRUSTEES

None of the Trustees received any remuneration or benefits by virtue of being a Trustee of the Charity Travel and subsistence expenses were reimbursed to, and accommodation paid for on behalf of no Trustees (2020: 7), totalling £nil (2020: £2,522).

#### 10. STAFF COSTS AND NUMBERS

	2021	2020
	£	£
Wages and salaries	357,790	340,850
Social security costs	30,345	29,979
Pension costs	20,773	20,346
	<u>£ 408,908</u>	<u>£ 391,175</u>

The average monthly head count was 12 staff (2020: 12).

Employees earning £60,000 or more per annum

£60,000 - £69,999	1	1
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The key leadership personnel of the Charity comprise the Trustees and Senior Leadership Team. The total employee benefits of the key leadership personnel of the Charity were £165,883 (2020: £164,965)

#### 11. TAXATION

The company is accepted as a charity for tax purposes and is exempt from tax on its income or gains to the extent that they are applied for charitable purposes.

#### 12. INVESTMENTS

	2021	2020
	£	£
Market value at 1 April 2020	758,028	518,140
Additions	816,681	543,951
Disposals	(602,807)	(241,266)
Net unrealised investment (loss)/gain	80,661	(62,797)
Market value at 31 March 2021	<u>£ 1,052,563</u>	<u>£ 758,028</u>
Comprising:		
Listed investment - United Kingdom	157,153	113,212
Other United Kingdom investments	895,410	644,816
	<u>£ 1,052,563</u>	<u>£ 758,028</u>

The Trustees consider that there were no material individual holdings in the year which require disclosure.

£300,000 of investments relates to restricted funds (2020: £300,000).

# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 13. TANGIBLE FIXED ASSETS

	Leasehold improvements to building £	Plant and machinery etc. £	Total £
<i>Cost or valuation</i>			
At 1 April 2020	46,157	36,043	82,200
Additions in year	4,510	4,966	9,476
Disposals in year	-	-	-
At 31 March 2021	50,667	41,009	91,676
<i>Depreciation</i>			
At 1 April 2020	42,219	31,641	73,860
Charge for year	2,421	2,726	5,147
On disposals	-	-	-
At 31 March 2021	44,640	34,367	79,007
<i>Net book value</i>			
At 31 March 2021	£ 6,027	£ 6,642	£ 12,669
At 31 March 2020	£ 3,938	£ 4,402	£ 8,340

## 14. DEBTORS

	2021 £	2020 £
Other debtors	61,965	81,401
All debtors relate to unrestricted funds.	£ 61,965	£ 81,401

## 15. CREDITORS: amounts falling due within one year

	2021 £	2020 £
Trade creditors	26,979	44,466
Accruals and deferred income	72,569	12,582
Taxation and social security	8,990	8,808
Other creditors	4,852	4,163
	£ 113,390	£ 70,019

All creditors relate to unrestricted funds.

### Deferred income: movement in year

Deferred income brought forward	6,185	9,625
Released in the year	(6,185)	(9,625)
Deferred in the year	66,269	6,185
Deferred income carried forward	£ 66,269	£ 6,185

Deferred income represents monies received in advance for events to be held in financial year 2021/22 (2020: £6,185 for various events to be held in 2020/21).

# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 16. UNRESTRICTED FUNDS

	1 April 2020	Incoming Resources	Outgoing Resources	Gains on Investments	Transfers	31 March 2021
	£	£	£	£	£	£
<b>Undesignated</b>	355,472	671,631	337,219	80,661	(3,717)	766,828
<b>Designated</b>						
Building Liabilities Fund	62,651	-	4,166	-	-	58,485
Contingency Reserve	230,745	-	-	-	-	230,745
Encephalitis Conference	20,000	13,383	9,835	-	-	23,548
World Encephalitis Day (WED)	486	34,916	39,119	-	3,717	-
World Encephalitis Day Alliance (WEDA)	-	5,058	528	-	-	4,530
Young People's Project	-	50,947	26,028	-	-	24,919
	313,882	104,304	79,676	-	3,717	342,227
	£ 669,354	£ 775,935	£ 416,895	£ 80,661	£ -	£ 1,109,055

	1 April 2019	Incoming Resources	Outgoing Resources	Gains on Investments	Transfers	31 March 2020
	£	£	£	£	£	£
<b>Undesignated</b>	281,504	603,669	439,410	(50,291)	(40,000)	355,472
<b>Designated</b>						
Building Liabilities Fund	35,875	50,000	23,224	-	-	62,651
Contingency Reserve	230,745	-	-	-	-	230,745
Encephalitis Conference	-	9,216	9,216	-	20,000	20,000
World Encephalitis Day (WED)	-	12,133	31,647	-	20,000	486
	266,620	71,349	64,087	-	40,000	313,882
	£ 548,124	£ 675,018	£ 503,497	£ (50,291)	£ -	£ 669,354

### Building Liabilities Fund

Designated funds raised to establish and maintain the Encephalitis Society building/offices including rent and rates.

### Contingency Reserve

Designated fund to reflect the Trustee's reserves policy of twelve months unrestricted expenditure. This policy equates to £337,219 for 2020/21 and so the fund is currently £106,474 below target.

### Encephalitis Conference

Funding towards our annual event The Encephalitis Conference.

### World Encephalitis Day

Funding towards our flagship awareness campaign revolving around World Encephalitis Day.

### World Encephalitis Day Alliance (WEDA)

Designated fund towards WEDA activities (in person and/or virtually) which are held, usually around World Encephalitis Day, in collaboration with the other Alliance members (North America organisations).

### Young People's Project

Designated fund toward projects aimed at young people.



# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 17. RESTRICTED FUNDS

	1 April 2020	Incoming Resources	Outgoing Resources	Transfers	31 March 2021
	£	£	£	£	£
Awards for All	-	10,000	4,510	-	5,490
The Ardwick Trust	200	-	200	-	-
The Astor Foundation	1,000	-	-	-	1,000
CAF Resilience	22,259	12,500	34,759	-	-
The Charles and Elsie Sykes Trust	3,000	-	3,000	-	-
Clothworkers' Foundation	-	3,418	3,418	-	-
Coral Samuel Charitable Trust	675	-	675	-	-
The de Laszlo Foundation	7,500	10,000	12,500	-	5,000
Frank Litchfield General CT	1,250	-	1,250	-	-
Garfield Weston Foundation	19,220	-	19,220	-	-
Guarantors of Brain	-	3,000	3,000	-	-
The James Ellis Charitable Trust	3,000	-	-	-	3,000
The Kirkby Foundation 2020	6,807	-	6,807	-	-
Live Foundation	1,916	-	-	-	1,916
Liverpool Fellowship	15,000	-	7,500	-	7,500
Malton, Norton & District Lions	250	-	-	-	250
Marguerite Foundation 1	42,720	-	42,720	-	-
Marguerite Foundation 2	11,994	-	11,994	-	-
Masonic Charitable Foundation	-	20,000	-	-	20,000
The National Lottery	-	60,000	34,012	-	25,988
The National Lottery special 25th Anniversary Fund	1,000	-	-	-	1,000
Persimmon Homes	-	1,000	1,000	-	-
Pfizer	-	10,000	10,000	-	-
PhD Fellowship	6,500	-	-	-	6,500
The Rank Foundation	15,000	30,000	22,500	-	22,500
The Rank Foundation Emergency Fund	-	850	850	-	-
The Rank Foundation Emergency Fund 2	-	25,000	25,000	-	-
The Rank Foundation Recovery Fund	-	25,000	25,000	-	-
Ryedale District Council	-	10,000	10,000	-	-
Seed Funding	20,000	-	19,989	-	11
The Research Fund	223,910	208	2,284	-	221,834
	£ 403,201	£ 220,976	£ 302,188	£ -	£ 321,989

# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 17. RESTRICTED FUNDS (continued)

	1 April 2019	Incoming Resources	Outgoing Resources	Transfers	31 March 2020
	£	£	£	£	£
Aberdeen Standard Investments Charity Foundation	-	14,070	14,070	-	-
The Ardwick Trust	-	200	-	-	200
The Astor Foundation	1,000	-	-	-	1,000
Baily Thomas Charitable Trust	1,500	-	1,500	-	-
Private Donor 1	-	250	250	-	-
CAF Resilience	26,453	50,000	54,194	-	22,259
The Charles and Elsie Sykes Trust	-	3,000	-	-	3,000
Coral Samuel Charitable Trust	-	675	-	-	675
Card Factory Foundation	1,000	-	1,000	-	-
DCR Allen Charitable Trust	2,280	-	2,280	-	-
The de Laszlo Foundation	10,000	10,000	12,500	-	7,500
The Dorothy Palmer Smith CIO	-	1,000	1,000	-	-
The Earl Fitzwilliam Charitable Trust	2,000	-	2,000	-	-
The Edith Lilian Harrison 2000 Foundation	4,231	-	4,231	-	-
Frank Litchfield General CT	-	1,250	-	-	1,250
Garfield Weston Foundation	-	25,000	5,780	-	19,220
The Harebell Centenary Fund	-	5,000	5,000	-	-
The James Ellis Charitable Trust	3,000	-	-	-	3,000
The Joy Charitable Trust	10,000	-	10,000	-	-
The Kirkby Foundation 2020	-	10,019	3,212	-	6,807
The Leach Fourteenth Trust	-	1,000	1,000	-	-
Live Foundation	-	21,600	19,684	-	1,916
Liverpool Fellowship	30,000	-	15,000	-	15,000
Malton, Norton & District Lions	-	250	-	-	250
Marguerite Foundation 1	-	50,000	7,280	-	42,720
Marguerite Foundation 2	-	12,000	6	-	11,994
The National Lottery	-	50,000	50,000	-	-
The National Lottery special 25th Anniversary Fund	-	1,000	-	-	1,000
Persula Foundation	5,000	-	5,000	-	-
PhD Fellowship	6,500	-	-	-	6,500
Private Donor 2	45,000	-	45,000	-	-
Rank Foundation	15,000	30,000	30,000	-	15,000
Seed Funding	20,000	-	-	-	20,000
Simplyhealth	2,355	-	2,355	-	-
The Research Fund	35,994	201,658	13,742	-	223,910
	£ 221,313	£ 487,972	£ 306,084	£ -	£ 403,201

## NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

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### 17. RESTRICTED FUNDS (continued)

**Awards for All**

This is intended to support volunteer hubs and to fund the cost of volunteer meetings and resource packs. In the event of Covid 19 these meetings have so far been held virtually.

**The Ardwick Trust**

Funding towards services for young people.

**The Astor Foundation**

Funding for PhD research.

**CAF Resilience**

Funding for organisational resilience and capacity building.

**The Charles and Elsie Sykes Trust**

Funding towards digital resources for young people.

**Clothworkers' Foundation**

Funding towards the digitalisation of our support services and laptops. Covering the cost of Zoom and security software has enabled us to work from home and to remain in contact with those needing help and support.

**Coral Samuel Charitable Trust**

Funding towards IT equipment such as webcams, headsets and microphone.

**The de Laszlo Foundation**

Funding for Silver Jubilee PhD research.

**Frank Litchfield General CT**

Funding towards services for young people.

**Garfield Weston Foundation**

Funding towards core costs.

**Guarantors of Brain**

Funding contributing to the cost of the Encephalitis conference.

**The James Ellis Trust Charitable Trust**

Funding towards PhD research.

**The Kirkby Foundation 2000**

Funding towards capital purchases including updating laptops and computers.

**Live Foundation**

For research and seed funding.

**Liverpool Fellowship**

Funding of a PhD research fellowship.

**Malton, Norton & District Lions**

For the purchase of a branded gazebo.

**Marguerite Foundation 1**

Earmarked for research.

**Marguerite Foundation 2**

Funding towards the UK volunteer programme.

**Masonic Charitable Foundation**

A grant to run for 3 years for helping young people.

**The National Lottery**

'Life After Encephalitis' - funding for an enhanced communications strategy empowering us to better reach diverse and minority communities, a secure digital support platform and delivery of patient and professional education events.

**The National Lottery Special 25th Anniversary Fund**

Funding towards the Retreat Workshops.

**Persimmon Homes**

Funding towards the Connection Scheme.

**Pfizer**

Funding towards the support service.

**PhD Fellowship**

Funding for PhD research.

**Rank Foundation**

Funding towards core costs for salary, training and organisational overheads associated with the post of Director of Services.

**Ryedale District Council**

Covid 19 emergency grant.

**Seed Funding**

Funding towards small research projects.

**The Research Fund**

To fund and facilitate research into encephalitis.

# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<b>Tangible Fixed Assets</b>	<b>Investments</b>	<b>Net Current Assets</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31 March 2021 are represented by:					
Unrestricted Funds	-	-	766,828	766,828	355,472
Designated funds	12,669	752,563	(423,005)	342,227	293,396
Restricted Funds	-	300,000	21,989	321,989	423,687
	<b>£ 12,669</b>	<b>£ 1,052,563</b>	<b>£ 365,812</b>	<b>£ 1,431,044</b>	<b>£ 1,072,555</b>

	<b>Tangible Fixed Assets</b>	<b>Investments</b>	<b>Net Current Assets</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31 March 2020 are represented by:					
Unrestricted Funds	-	-	355,472	355,472	281,504
Designated funds	8,340	458,028	(172,972)	293,396	266,620
Restricted Funds	-	300,000	123,687	423,687	221,313
	<b>£ 8,340</b>	<b>£ 758,028</b>	<b>£ 306,187</b>	<b>£ 1,072,555</b>	<b>£ 769,437</b>



# ENCEPHALITIS SUPPORT GROUP (OPERATING AS THE ENCEPHALITIS SOCIETY)

## NOTES TO FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

#### 19. OPERATING LEASE COMMITMENTS

As at 1 March 2021 the charitable company had future minimum lease payments under non-cancellable operating leases as follows:

	31 March 2021	31 March 2020
	£	£
Operating leases which expire:		
Not later than one year	19,690	5,564
Later than one year and not later than five years	687	-
Later than five years	530	-
	<u>£ 20,907</u>	<u>£ 5,564</u>

The amount of non-cancellable operating lease payments recognised as an expense during the reporting period was £18,671 (2020: £17,472).

#### 20. RELATED PARTY TRANSACTIONS

There were no related party transactions in the year that require disclosing.

#### 21. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31 March 2021	31 March 2020
	£	£
Net (expenditure)/income for the reporting period	358,489	303,118
<b>Adjustments for:</b>		
Depreciation charges	5,147	6,050
(Gains)/losses on investments	(80,661)	50,749
Dividends, interest and rents from investments	(16,076)	(14,133)
Decrease/(increase) in stocks	4,197	(1,570)
Decrease/(increase) in creditors	19,436	(42,436)
Increase in creditors	43,371	34,559
<b>Net cash provided by operating activities</b>	<u>£ 333,903</u>	<u>£ 336,377</u>
Cash at bank and in hand	400,199	273,570
Total cash and cash equivalents	<u>400,199</u>	<u>273,570</u>

#### 22. PENSION CONTRIBUTIONS

The Charity 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 for the year totalled £20,773 (2020:£20,346). At the balance sheet date included in other creditors is £2,986 (2020: £2,706) of pension contributions to be paid over to the fund provider.

#### 23. VOLUNTEERS

The Society has two regular office volunteers and 80 active volunteers (including Ambassadors (8), Vice Presidents (8), Presidents (2), Scientific Panel (18) and Team Encephalitis Volunteers (44)). The Society values the volunteers and their work and has dedicated volunteer policies in order for the volunteers to feel safe and appreciated while volunteering for the Society. Training opportunities are available to the volunteers and opportunities for the staff and volunteers to mix and feel part of the same team have been created.

# NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

## 24. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT

	Unrestricted General Fund £	Designated Funds £	Restricted Funds £	Year ended 31 March 2020 £	Year ended 31 March 2019 £
<b>Income and endowments from:</b>					
Donations and legacies	243,024	50,000	200,132	493,156	156,702
Charitable activities	38,335	-	286,314	324,649	271,254
Other trading activities	308,177	21,349	1,526	331,052	284,892
Investments	14,133	-	-	14,133	14,624
<b>Total</b>	<b>603,669</b>	<b>71,349</b>	<b>487,972</b>	<b>1,162,990</b>	<b>727,472</b>
<b>Expenditure on:</b>					
Raising funds	117,105	-	2,579	119,684	92,051
Charitable activities	322,305	64,087	303,505	689,897	536,213
<b>Total</b>	<b>439,410</b>	<b>64,087</b>	<b>306,084</b>	<b>809,581</b>	<b>628,264</b>
Net income/expenditure and net movement in funds before losses on investments	<b>164,259</b>	7,262	181,888	<b>353,409</b>	<b>99,208</b>
Net gains/(losses) on investments	(50,291)	-	-	(50,291)	11,526
<b>Net</b>	<b>113,968</b>	7,262	181,888	303,118	<b>110,734</b>
<b>Transfers between funds</b>	<b>(40,000)</b>	<b>40,000</b>	-	-	-
<b>Net</b>	73,968	47,262	181,888	<b>303,118</b>	<b>110,734</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	281,504	266,620	221,313	769,437	658,703
<b>Total funds carried forward</b>	<b>£ 355,472</b>	<b>£ 313,882</b>	<b>£ 403,201</b>	<b>£ 1,072,555</b>	<b>£ 769,437</b>

# Timeline of the Encephalitis Society



**ENCEPHALITIS SOCIETY**

The brain inflammation charity



The Encephalitis Support Group is launched with a telephone line.

**1994**

We register as a charity  
Our first leaflet is produced

**1995**

**WWW**

Our website is established.

**1996**



The first encephalitis awareness week is held.  
We produce an information pack for children.

**1997**

Regular meetings are held across the UK

**1998**

We move into our first office base. Nationwide generously grant funds for materials.

**1999**



BBC Children In Need kindly funds family support.  
The Encephalitis Resource Centre is opened and the charity name is changed to The Encephalitis Society.



We stage the first ever International Encephalitis Conference for health professionals.

**2002**

We appeal for funds to establish a Resource Centre.  
Results of a survey are presented at The World Brain Injury Congress in Italy.

**2001**



**2000**

The jigsaw logo is established.  
We are generously supported by The National Lottery.



**2003**

**2004**

Our 10th Anniversary is celebrated with tea at The House of Commons.  
Our website is hailed as the most comprehensive source of information on encephalitis in the world.

**10**

**2005**

Presentations at the World Brain Injury Congress in Australia.  
An independent evaluation find that the support service is 'a light in a very dark place'.



**2006**

Encephalitis - a parents' handbook is launched, followed by Gilley the Giraffe, a storybook for children and a comic book for teenagers.



Martin Kemp becomes Society patron and Mathew Bose becomes our first Society Ambassador.  
Prof. Barbara Wilson becomes Society President.

**2007**

**2008**

Society Research presented at World Brain Injury Congress in Portugal.



Ava Easton becomes CEO of the Society

**2011**

**2010**

Society presents at the World Brain Injury Congress in Washington DC.  
Prof. Tom Solomon becomes Chair of Society Advisory Panel.

**2009**

Rebecca Adlington, OBE becomes an Ambassador.  
Major 10-year study into encephalitis launched by the Health Protection Agency.

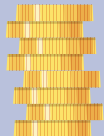


**2012**

We move to new, more spacious premises in Malton

**2013**

Susannah Cahalan, Simon Hattenstone and Alik Chrysochou become Ambassadors.  
We benefitted from The October Club's generosity raising £500k.



**2014**

Ava Easton becomes Dr Ava Easton with a PhD in Survivor Narratives.  
Elaine Dowell, Society Co-Founder, awarded MBE in New Year's Honours List.  
World Encephalitis Day is launched - 22nd February.



**2015**

We come of age and celebrate 21 years by visiting 21 cities in 21 days with our #ShowYouKnow roadshow.  
We now have five Vice Presidents - Richard Lockwood, Kika Markham, Tom Naylor-Leyland, Tiggy Sutton and Robert Sutton.

We win Charity Times Charity of the Year award.  
We take on a fresh new brand.



**2016**

Charlotte Leeming and Tonia Buxton join us as Ambassadors.  
Tim Spring becomes Chair of Trustees.

**2017**

**2018**

BrainWalk, our innovative & award-winning App is launched at the House of Commons.  
World Encephalitis Day 2018 reaches 40 million people.



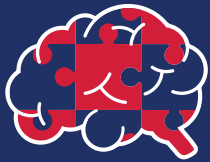
**2019**

**25 YEARS**

Thank you to all our supporters

**2020**

Digital Transformation  
The Society conducts virtual events and gatherings and launches a series of animations and podcasts.



# ENCEPHALITIS SOCIETY

*The brain inflammation charity*

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## SUPPORT TEAM

+44(0) 1653 699599  
support@encephalitis.info

## ADMIN

+44(0) 1653 692583  
admin@encephalitis.info

## PRESIDENT

Professor Tom Solomon CBE

## PRESIDENT EMERITUS

Professor Barbara A Wilson OBE

## VICE PRESIDENTS

David Jennings  
Richard Lockwood  
Kika Markham  
Baroness Anne McIntosh  
Tom Naylor-Leyland  
Leigh Palmer  
Tiggy Sutton  
Robert Sutton






## AMBASSADORS

Rebecca Adlington OBE  
Mathew Bose  
Susannah Cahalan  
Alikì Chrysochou  
Aled Davies  
Mike Day  
Alecia Emerson-Thomas  
Simon Hattenstone  
Charlotte Leeming

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## Encephalitis Society

32 Castlegate, Malton,  
North Yorkshire  
YO17 7DT, United Kingdom  
**www.encephalitis.info**

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