



**DAME VERA LYNN**  
Children's Charity

Discover together

Registered Charity No. 1089657



# **DAME VERA LYNN CHILDREN'S CHARITY**

## **REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022**

Charity Registration No. 1089657  
Company Registration No. 04230409. (England and Wales)

Supporting children and their families, creating possibilities and enhancing lives

**All services are provided free of charge to families.**

**Services include:**  
Conductive Education  
Music Therapy  
Outreach Support  
Swimming  
Speech and Language



# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Trustees' Report and Accounts**

### *Contents*

<b>Report from Chair of Trustees</b>	<b>4</b>
<i>Molly's Story</i>	6
<b>Trustees' Report</b>	<b>7</b>
<i>Service</i>	7
<i>Conductive Education</i>	8
<i>Swimming</i>	9
<i>Speech and Language</i>	10
<i>Outreach and Family Support</i>	11
<i>Music Therapy</i>	12
<i>Seren's Story</i>	12
<i>Fundraising and Events</i>	14
Trust and Foundations	14
Community and Events	14
Corporate	14
<i>Public Benefit</i>	16
<i>Future Years</i>	16
<i>Structure and Governance</i>	17
<i>Risk Management</i>	17
<i>Management</i>	18
<i>Financial Review</i>	18
<i>Reserve policy</i>	18
<i>Preparation of the financial statements</i>	18
<i>Trustees' responsibilities in relation to the financial statements</i>	19
<b>Legal &amp; Administrative Information</b>	<b>20</b>
<b>Report of the Independent Examiner</b>	<b>21</b>
<b>Statement of Financial Activities for the year ended 31 March 2022</b>	<b>22</b>
<b>Balance Sheet as at 31 March 2022</b>	<b>23</b>
<b>Notes to the Accounts for the year ended 31 March 2022</b>	<b>24</b>

# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Trustees' Report and Accounts**

### **Report from Chair of Trustees**

I am very pleased to report that the Charity is in a stable position and providing an excellent and invaluable service to many children and their families who need our support. Financially we have had a good year, with the Fundraising team achieving some excellent results.

We have to say particular thanks to our Business Development Manager, Helen Bournat, who is leaving us after 9 years of excellent work focusing on Trusts and Foundations, raising significant funds that have allowed us to deliver the services we have. We wish her well in her retirement.

It goes without saying that everything we do is focused on delivering the best possible support to as many children and families who suffer from these disabilities, and it is great that we have been able to get back to face-to-face sessions after the pandemic. The whole team responded fantastically well to all challenges that the pandemic threw at them, but it is good to be getting back to some sort of normality.

I came back on as a Trustee at the beginning of last year, so missed most of the incredible work done by the team to manage the Charity through the pandemic. I think it is important to recognise the achievements during this time and how the whole team adapted quickly to the situation and stabilised the Charity during those difficult times and very ably led by the then Chair of Trustees, Deborah Hay.

All those involved with the Charity were honoured to be included in the memorial Service to our founder, Dame Vera Lynn. We were really pleased that the Charity's Executive Manager was able to read out a letter of thanks from a parent of one of the children the Charity has helped in the past.

As Trustees, we are looking ahead to try to build on the success of the Charity and Dame Vera's foresight in founding it. Looking at the number of enquires we continue to receive and not least the distance that some of our current families travel to us, clearly demonstrates that the need for what we do is there and continues to grow. We will therefore be looking at ways to develop and extend the services we offer. It is important that this is done in a thoughtful and balanced way so as not to risk what we have today, but as I say the need is there and we will continue to look for ways to support it.

We have started this process by looking at what we do and have set-out the following Mission Statement. "We support children and their families, creating possibilities and enhancing lives".

We do this by:

- Providing early intervention services
- Personalised / tailored support
- Focused on 5-year-olds and under
- For children with CP or similar motor-impairment conditions
- Being Dame Vera Lynn's "Living Legacy"

## **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

### **Trustees' Report and Accounts**

I would like to take this opportunity to thank Linzi Roberts, who stepped down as a Trustee this year and welcome Nicci Long who has joined us. I would also like to thank all the Trustees – past and present - who have given their time and expertise so freely to help this wonderful Charity.

Finally, on behalf of the Trustees, I'd like to thank everyone who has supported the Charity over the last year, and particularly to all the staff and volunteers who have worked so hard to deliver such an invaluable service to make a real difference to so many.



Nick Dutt  
Chair of the Board of Trustees



# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Molly's Story

Molly our beautiful, brave, and happy little girl has not had an easy start to her life. Born by emergency C-Section at 37 weeks when the doctors were concerned about her heart, we knew something wasn't quite right. We cannot describe the stress, worry and anxiety that we felt for Molly in the minutes, hours and days that followed her birth. An MRI scan confirmed that Molly has a Hypoxic-Ischaemic Encephalopathy grade 3 and an enlarged Aorta. Life looked bleak. We were told that Molly was highly likely to develop severe Cerebral Palsy and her mobility and cognition were going to be greatly affected.

Sadly, hospitals became our second home, with appointment after appointment for Molly to be tested, poked, and prodded by doctors and specialists.

We felt scared for Molly and her future, we were at a loss as to how to make the life of our beautiful little girl the best it could possibly be. As parents you want to know you are making the right decisions and choices and it can all seem so worrying.



When Molly was 6 months old her NHS physiotherapist told us about the Dame Vera Lynn Children's Charity. Following the assessment, we started attending the Conductive Education sessions, we also attended swimming, music and now have home play too. Sometimes the sessions are hard work, but Molly has the unique ability to smile even on the hardest of days. She has such a strong personality and a real drive to do her best for which we love her even more. We know she is pushing herself so hard to achieve everything that's asked of her.

changing. Molly can now sit on a stool with a little support, she can reach and hold toys. She has even started to make choices using switches in sessions. In music the other day she reached out to hold the hand of the other little girl Sophia in her session. One of the things that we most wanted for Molly was for her to be able to make friends and we are starting to see that now.

As parents we know that without the help, support, and guidance that the Charity have given us we would not be able to help Molly achieve the things she has. The team know Molly so well and know how to help push her to achieve. Life remains a battle for Molly, she finds each day a struggle.



Sometimes we have a set back and Molly's breathing can stop. We had a huge scare at home the other month when Molly suffered a respiratory arrest and we had to do CPR till the ambulance arrived. Those minutes were so scary and we were so concerned about our little girl. But Molly once again defied the odds and has recovered amazingly. She is back to the happy, smiley girl that we love and adore.

We would love to thank you all for the support you have shown this amazing Charity.

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Trustees' Report

#### Service

Over 1320 hours  
of services  
provided free of  
charge to families



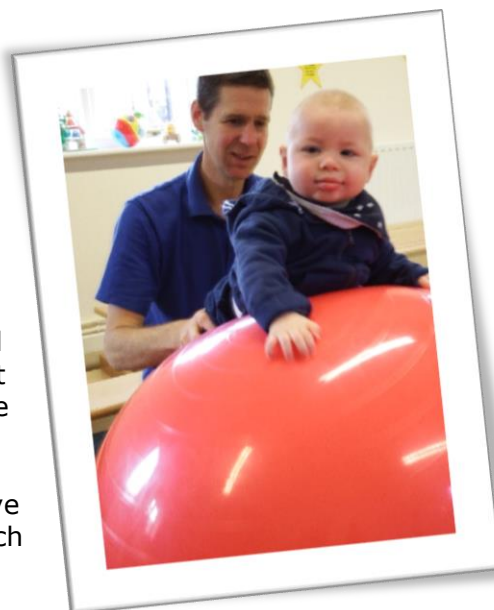
Over the last two years many of the families who access the services provided by the Charity have been shielding at home. As soon as sessions were offered face-to-face back in the centre, the families were thrilled to return. Many children had missed months of therapy, meaning they were struggling more than ever with their physical skills.

Through carefully planned sessions supporting all areas of a child's learning, the children are again beginning to make progress.

The Charity has changed and adapted the way that

services are offered to ensure that the children and their families receive the services that they need.

Using new pieces of equipment such as the Galileo, the team have been trying to make up for lost time, helping the children to stretch tight muscles and build up their strength and stamina.



Although the Zoom sessions that the Charity provided last year were popular and proved to be a good way of supporting families when face-to-face sessions were not possible, everyone is pleased to be back in the Centre and working hands-on with the children.

43 New families  
joined the  
Charity between  
April 21 and  
March 22



87 Families  
received support  
between April 21  
and March 22



# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Conductive Education

Conductive Education is a holistic learning programme, supporting children in all areas of their learning. It focuses on supporting children to learn new skills by carefully breaking down each movement into manageable steps. Children are then able to build on these steps learning to become as independent as possible. For some children that might be learning to crawl, for others to roll and others to walk. Over the last 21 years the Charity has supported over 700 children with a wide range of conditions.

842 hours of services  
provided free of  
charge to families



The groups that children are in are carefully grouped, based on their age and their abilities. Meaning that children are not only a similar age but also working on a similar set of skills at the same time. The number of new children who have started attending the Charity this year has meant that we have increased the number of sessions that are provided each week, always keeping in mind the new Covid-19 protocols of cleaning and keeping as much distance as possible in session.

Using the outcome measurement tool created specifically for the Charity, 57% of children progressed in at least two areas of their learning, this is a great achievement given the number of sessions and services children missed due to Covid-19. Now that all services that are provided by the Charity are face to face, we expect to see another good increase in that score next year.

Each child who attends the sessions has a set of learning goals, these goals are reviewed every six months and span all services that the family



attend. This means that if a child attends swimming or has home play then the staff will all be working on the same goals, this supports the child to learn in different ways but always working on the same skill set. For some this might be working on physical skills like crawling or walking and for others it might be more focused on their cognitive skills and learning their shapes and numbers.





## Dame Vera Lynn Children's Charity (Limited by Guarantee) Trustees' Report and Accounts

### Swimming

Following the relaxing of the Covid-19 regulations, sessions were able to restart. Many families had not been able to access swimming sessions for a long time and therefore attending the sessions that are provided by the Charity have proved to be a real benefit for the children.

74 swimming sessions  
provided free of charge  
to families

The Charity provided two swimming sessions a week during term time. Sessions are 30 minutes long in a hydrotherapy pool and the water is heated to 33.6 degrees Celsius. The heated water helps the children's muscles to relax, they feel supported by the water and are able to move more freely enabling them to build up their strength and stamina. The children love splashing about in the warm water.

The swimming sessions are also a fun time for families, the Charity has private use of the facilities which means that they have complete privacy during the session. This can help parents to feel more relaxed as they know that the other families attending understand their child and it makes coping with any struggles slightly easier.



The swimming instructor works hard to ensure that children are not only kept safe in the water but that they are learning too. Each activity is planned to ensure that children can build on the skills they are learning. Using a range of different resources such as pool noodles or large floats the instructor can teach the children to "swim". Each child is very different and therefore their needs are different.



*"Slowly week by week my daughter is learning to use her muscles, her head control is now much better which means she can see much better everything that is going on around her. She is also learning to use her muscles to sit up and support herself. The swimming has helped her to develop muscles and also enjoy and relax her body."*

## Dame Vera Lynn Children's Charity (Limited by Guarantee) Trustees' Report and Accounts

### Speech and Language

This year we have changed the way we deliver the speech and language therapy at the Centre. Working with a local speech and language therapist, who provides both small group and 1-2-1 sessions for children alongside working with the staff in sessions means we can give children and families a more rounded approach to language development. During the 1-2-1 and small group sessions the therapist can give parents tips and tricks to try at home, she can build each week on the skills that the child is learning. When in the sessions she can demonstrate the skill directly with both the parents and staff.



Holly, the Speech and Language therapist, says *"Sadly many children accessing services at the Charity do not have the ability to verbally communicate and, for a portion of these children, will never be able to communicate verbally due to their physical difficulties. For these children a communication book is their voice. A communication book allows the child to be able to use a range of communicative functions to express themselves in the same way as their peers. Not only will a child be able to make choices without the need for a parent or carer to guess/read their mind, but they will also be able to use age-appropriate comments, such as 'yuk, I don't like that!'" or "wow! That was epic!!" to express their opinions; thus, giving them the means to develop their personality and sense of identity. For these children access to a communication book may eventually lead to a voice output device/communication aid allowing them to express themselves without the need for a communication partner to support. Imagine what it would be like to live without a voice..."*



*"My son's confidence has grown dramatically since coming to Dame Vera Lynn Children's Charity, he has developed such strong bonds with his peers, and I've found the community such a comfort. Holly, our Speech and Language Therapist is superb, she has built a trusting relationship with us, and my son responds to her so much more than the private one. He has become a global communicator and asks to see Holly every day. He looks forward to coming to Dame Vera Lynn Children's Charity every week."*

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Outreach and Family Support



With much care and careful planning in mid-April 2021 home play sessions were restarted. Between each home visit the Outreach Worker returns to the centre to clean all of the equipment and change her clothes before heading out on her second visit of the day. These precautions have remained in place for the whole of the financial year.

251 Home play sessions provided free of charge to families

The Charity is proud that once again it has been granted the PAT Mark of approval by the National Portage Association demonstrating the high level of skill that is used during these home play sessions.

Home play sessions last for one hour, during that time the Outreach Worker will sit with a child and engage them in a wide range of different play activities. Using a wide range of resources, she will work on the skills which have been set as learning goals for that child in their Conductive Education sessions, breaking down each task into small manageable steps that the child is able to achieve. Parents and Carers can choose to play or use that time to catch up on paperwork or household tasks.

Sessions are currently offered on a fortnightly basis as they have proved very popular with families.

The Outreach Worker has also completed the supporting statements for Disabled Living Allowance purposes and has assisted parents completing their family statement for their Education, Health and Care plan when needed.



*"Portage sessions through the Charity with Carol have been invaluable for our son. We have seen him grow and learn in such a positive way.*

*Building up that relationship with a play therapist over a period of time is such an important part of this intervention. Our son originally had portage provided by the education system when he was quite young but his sessions only lasted for 6 months and so they did not have quite the desired impact.*

*Working with Carol for a number of years, he has developed trust and a good relationship with her, he is always excited when she comes to play!*

*Intensive play therapy like this is vital for children like our son, he is learning so much without any pressure on him to 'learn'. We see him transfer the skills and knowledge that he has learnt in his sessions, to other areas of his life and we are so grateful that he has had this opportunity to receive 1:1 intervention in this way"*



# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Music Therapy

The Charity has been working with Nordoff-Robbins for several years now to provide weekly music therapy sessions. Since returning to face-to-face sessions in April 2021 these prove to be as popular as ever.

Music therapy is based on the understanding that regardless of your disability you are able to respond to music because each of us has the music of the beat of our own heart inside us.

252 Music Therapy sessions provided free of charge to families



Working in both small groups and 1-2-1 sessions, the therapist undertakes 8 sessions each Thursday. Children come with their parents and in the school holidays often an older brother or sister too. Music therapy is not about learning to play an instrument it is about being able to express thoughts and feelings and respond to the music. Children are offered a wide range of different instruments which they enjoy using alongside the therapist now plays a range of different instruments who uses both nursery rhymes songs that the children will know and improvised melodies.

The therapist also discusses with all staff that are working with the families to check to see which the best way is to sit the child or what skills the child is currently working on, for example if they are working on fine motor skills then the therapist will use a range of different beaters or shakers. Or if the child is working on gross motor skills, then she will encourage the child to do lots of jumping around to different songs.

During the summer the Charity also hosted a BIG JAM session, this session is open to all the families who attend the services and their siblings. Everyone has great fun playing lots of different songs together.



*"So, 3 weeks ago he wouldn't hold anything at all with his hand – he gradually started to hold the xylophone stick with his right hand, I still need to support his elbows but it's lovely to see his progress when he didn't have that before. If there wasn't the motivation to be playing the xylophone, he wouldn't be doing it – I don't think."*



# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Seren's Story

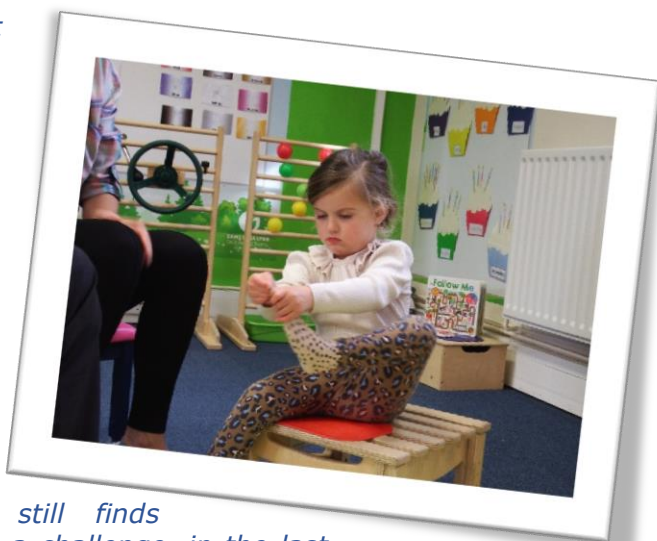


*Seren has a rare genetic condition called DIAS-Logan Syndrome. For Seren this means that she struggles with a number of activities that other children her age would find easy.*

*She was nearly 2-and-a-half years old when she came for her assessment with Beata, our conductor. As a little baby, she found it hard to settle and cried a lot. At her assessment Seren wasn't able to pull herself up onto her knees. She would get around by shuffling on her bottom.*

*Since October Seren has been attending weekly conductive education sessions at the Centre in Cuckfield, swimming sessions and having home play sessions.*

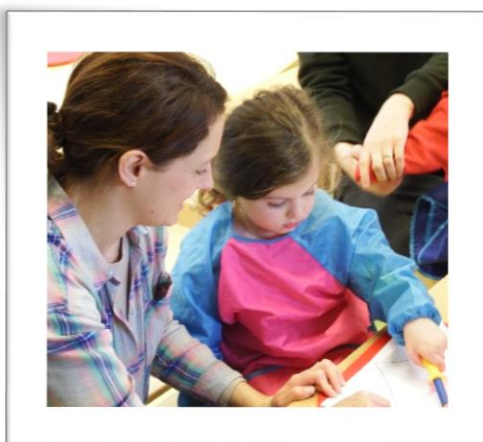
*Seren loves the swimming sessions, she always has a smile on her face when she is playing in the warm water. She loves playing with the foam that Carol brings with her on her home play sessions.*



*Whilst she still finds some things a challenge, in the last few weeks Seren can now walk independently, although a recent setback when she broke her leg has set her back a bit. She has been working hard and making good progress, particularly when it comes to making choices and sorting colours.*



*Seren's mum and dad say "our world feels a lot bigger and brighter since we found Dame Vera Lynn Children's Charity. The support and facilities available to Seren are allowing her to express herself and develop both her physical abilities and her character. The community of skilled staff and those we are now acquainted with through being part of the Charity have had a massive and lasting positive impact on all of our lives."*



# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Fundraising and Events

#### Trust and Foundations

Over 47% of our income this year was received from 56 charitable trusts and foundations, including a new 2-year grant from BBC Children in Need. We are extremely grateful to all those trusts and foundations whose support has allowed us to make such a significant impact on the lives of the children and families who we benefit.

#### Community and Events

As the Covid-19 restrictions became relaxed during the last year, fundraising from within our communities was able to resume and we were able to reinstate a number of our previous, as well as some new, events. We wish to thank everyone who has supported the Charity throughout the year, including our regular donors, the many community groups and individuals as well as those volunteers, who have given their support to our fundraising activities, including Tesco, the Co-op and Waitrose. Many supporters have held their own events or taken part in various challenges including the London Marathon, which for the first time had nearly 50,000 virtual runners on the same day as the event in London, raising nearly £7,000 for the Charity.

The Charity was able to run the postponed Firewalk, an Open Day, Bear Hunt, and Christmas Fair which together raised £19,500 for the Charity. The Charity would also like to thank Warren House Chartered Accountants who not only sponsored the Charity's newest member of the team, 'Bernie the Bear', but together with Horizon Managed Services took part in a new event, Jail and Bail, which raised nearly £4,000. Following Christmas, the Charity offered to recycle Christmas Trees for a donation in the local area and with the help of Handy Bees Gardening, Ryan Asset Management and Testers Tree Surgeons, raised nearly £4,000.



The Charity would like to thank its Ambassadors who continued to offer their support throughout the year such as an Afternoon Tea and concert with the D-Day Darlings at the Nutmeg Tree in Ditchling and who were also an integral part of the recent Memorial and Thanksgiving Service held at Westminster Abbey for the life and work of our late President, Dame Vera Lynn.

#### Corporate

The Charity is very grateful to ongoing support from Ryan Canter Club who together with all those who took part, held their annual Golf Day and Picnic in the Square to support the Charity, and together with the Aero Golf Day, and the Best of British Lunch provided much needed support to the children and families.

With new families joining each week the need for our services continues and this is only possible with the wonderful financial support the Charity receives from so many supporters.

## **Dame Vera Lynn Children's Charity (Limited by Guarantee) Trustees' Report and Accounts**

**The staff and Trustees would like to thank the following Trusts and Foundations from whom grants have been made.**

Awards For All  
BBC Children in Need  
Gatwick Airport Community Trust  
The Edward Gostling Foundation  
The Peter Harrison Foundation  
The Hedley Foundation  
The Boshier Hinton Foundation  
The Hollyhock Charitable Foundation

St James's Place Charitable Foundation  
The Ernest Kleinwort Charitable Trust  
The Henry Smith Charity  
Community Foundation for Surrey  
Sussex Community Foundation  
Sir Jules Thorn Charitable Trust  
The Garfield Weston Foundation  
The Unum Community and Social Justice Fund

**The Charity would also like to thank the families who have been extremely understanding and supportive with all the changes of the last 12 months; working with each of them really is a privilege.**





# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Trustees' Report and Accounts**

### **Public Benefit**

In establishing the annual objectives and activities which fulfil the Charity's overall aims, the Trustees have regard to the principles of public benefit at all times. The Trustees are aware of and have received copies of the Charity Commission's guidance regarding Public Benefit and have taken it into account, where relevant, in their planning and decision making.

The Charity is a provider of Early Intervention Services including Conductive Education, Physiotherapy, Speech & Language Therapy, Swimming, Music Therapy and home play sessions for children aged 5 and under in South East England. It is the only early intervention service that is open all year round providing a wide range of services, free of charge, to families. Families travel a long way to attend sessions. Whilst the service was moved to an online format during the Covid 19 lockdowns, the services have, in the vast majority of cases, moved back to face-to-face sessions.

Children with cerebral palsy and other motor learning impairments often struggle to learn fundamental skills. They do not have the typical life experiences of their peers because of their disabilities, often excluded from everyday activities in their communities and have limited opportunities for socialisation and integration. These children are at risk of isolation. Although all children receive services through the NHS, these can be limited and sporadic. Many families have to wait a long time to receive a diagnosis which means they miss vital years of intervention. At the Dame Vera Lynn Children's Charity children do not need to have received that diagnosis, they can therefore start to receive help and support from a very young age. The youngest child currently attending was just 3 months old when their parents first made contact with the Charity.

The early intervention that is provided by the Charity is a high-yielding social investment, delivering positive outcomes for children and their families: physical and emotional health and wellbeing, lowering levels of stress, improving social development and a reduced need for more complex and costly interventions in later life. Early support and motivation in developing their independence skills are crucial in aiding more children with cerebral palsy to attend mainstream school.

### **Future Years**

The global pandemic had and continues to have a big impact on the Third Sector. As well as the restrictions that were in place throughout the year, there have also now been a number of other factors which may impact on the financial position of the Charity. Whilst we are able to again put on events etc, we now face the additional challenge of the war in Ukraine and the cost-of-living crises in the UK. These may lead to a reduction in financial giving to small local Charities such as ours.

Towards the end of the financial year 2021/2022 the Charity was left a legacy which has been designated for the purpose of investing in the expansion of the Charity's operations in the coming year.

The Charity is in a much stronger financial position than in previous years, however it is with caution that we head into the coming year, not knowing the impact of the above but knowing that there is a significant number of children who are yet to join the Charity who will need to support services that it offers.



# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Trustees' Report and Accounts**

### **Structure and Governance**

Dame Vera Lynn Children's Charity is a Registered Charity, (number 1089657). It is a Company, (number 04230409), limited by guarantee. The Charity is governed by its Articles of Association which were updated in March 2019 from the original document with hand-written notes. The Trustees who served during the period were:

Paula Barnes	
Linzi Blockley (resigned 27/8/2021)	
Colin Darnell	Safeguarding Lead
Nick Dutt	Chairperson from 22/04/2021
Deborah Hay	Chairperson to 22/04/2021
Doug Hill	Treasurer
Tom Jones	
Nicci Long (appointed 7/10/2021)	
Tracey Trotter	
Tim Wright	Secretary

The directors of the company, who are also Charity Trustees for the purposes of charity law, form the Board of Trustees. Two of the Trustees serve voluntarily as Treasurer and Company Secretary respectively.

A full board meeting is held six times in a 12-month period (more frequently if the need arises). One Trustee is appointed as Chairperson and staff are invited to report on the services and fundraising activities via the respective sub committees which also meet regularly during the period. The budget is approved annually by the full Board of Trustees and is reviewed monthly.

The minimum number of Trustees is three; there is no maximum and Trustees are appointed to serve for a term of three years. Prospective Trustees are required to complete an application form and declare any conflict of interest. No person is appointed to serve as a Trustee unless approved by the existing Trustees. New Trustees are introduced to the Board and briefed, as necessary, in all aspects of the Charity's objectives and policies. Trustees are encouraged to seek training, as appropriate, also to observe and follow the requirements and guidelines set down by the Charity Commission. Trustees are DBS checked on their appointment and then every two years thereafter. The Trustees have diverse professional backgrounds, and some are also parents of children who have used the service.

### **Risk Management**

Risks have been identified to which the Charity is exposed, and which might impact on the Charity's ability to achieve its objectives. To mitigate those risks, policies and procedures have been established that are designed to provide reasonable, but not absolute, assurance against material misstatement or loss and ensure a consistent, high quality of service and care for the children and appropriate working conditions for the staff. The safeguarding of our children is paramount to everything that this Charity does. The Trustees have established an ongoing process for identifying, evaluating, and managing the Charity's key risks, and this is reviewed regularly. In particular, there are procedures for:

- Ethical fundraising
- Providing the capacity to safely deliver the service with fully qualified staff
- Ensuring that the Charity's services meet required standards, including for safeguarding, child protection, health and safety and well-being.
- Avoiding actions that could damage the Charity's reputation
- Ensuring that the Fundraising staff and all Charity fundraising activities are fully compliant with all Fundraising Regulations and all Charity Commission requirements, including those for general data protection.
- Ensuring a proper complaint procedure for service users, staff, and donors
- Ensuring equal opportunities and safe recruitment and retaining sufficient levels of skilled staff

## **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

### **Trustees' Report and Accounts**

- Providing adequate ICT systems and ensuring the protection and security of confidential information
- The overall management and development of systems and HR practises and people
- Ensuring the provision of adequate levels of governance, financial and operating control through its Trustees and management.
- Financial reporting within a comprehensive planning and accounting framework, and monitoring of other risks which are identified and reported to the Trustees.

The Trustees continue to monitor the risks and the effectiveness of the system of control that has been put in place by the Charity.

### **Management**

In this financial year the Head of Centre was promoted to Executive Manager and holds responsibility for ensuring that the delivery and standards of the services meet the objectives set out by the Trustees as well as having full responsibility for staffing, delivery of the service provision and fundraising.

### **Financial Review**

The Charity's Statement of Financial Activities is shown on page 22. The total income for the year was £362,937 and, together with a significant legacy of £77,850, reported income totalled £440,787 (2021: £468,313) and total expenditure was £349,351 (2021: £408,980). Despite the ongoing Covid-19 pandemic the charity has continued to provide its services. Income has reduced this year mainly due to emergency funds in relation to Covid-19 being received in 2021 and no longer available in 2022. The charity did not make use of the Coronavirus Job Retention Scheme in 2022.

### **Reserve policy**

The Charity is reliant on receiving funds from individuals, community groups, business and trust and foundations. In order to protect against an unexpected drop in income, the Charity ensures that it has deposited funds that are set aside to meet the financial commitments explained in the report for at least a period of six (6) months. The main objective of the Trustees is to ensure the Charity has adequate funding to safeguard its daily activities meet its financial obligations and commitments to the children, parents and staff. At 31 March 2022, in addition to the restricted and designated funds it carries over into the new financial year, the Charity held free reserves of £194,749 (2020: £147,482) and the Charity has met its reserve policy. As such, the Charity continues to review its costs to ensure that it is able to meet the reserves policy going forward.

During the year, the Trustees agreed to set aside the proceeds from a significant legacy to fund initiatives aimed at the expansion of the Charity's services as it emerges from the COVID restrictions. These have been allocated to a designated fund.

All funds are held in approved current and deposit accounts, including those managed by the Charities Aid Foundation, and positions are monitored closely to ensure that there is no unduly high exposure to any one financial institution. The Trustees continually monitor the cash position and review this reserves policy each year in order to ensure that the Charity always has sufficient funds to meet its obligations and continue to provide its charity service.

### **Preparation of the financial statements**

The financial statements have been prepared in accordance with the Statement of recommended Practice 2015, Companies Act 2006 and Charities Act 2011.

# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Trustees' Report and Accounts**

### **Trustees' responsibilities in relation to the financial statements**

The Trustees (who are also directors of Dame Vera Lynn Children's Charity) are responsible for preparing the Trustees' report and 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 Charity and the group at the year end and of the incoming resources and application of resources, including the income and expenditure, of the Charity and the group for the year.

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 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 inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and the group and to enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the Charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 9<sup>th</sup> June 2022 and signed on their behalf by:



**Nick Dutt**  
Chair of Board of Trustees

# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Trustees' Report and Accounts**

### **Legal & Administrative Information**

#### **Founder**

Dame Vera Lynn CH DBE LLD M. Mus

#### **Vice Presidents**

Virginia Lewis-Jones  
Sir Tim Rice  
Sir Cliff Richard OBE  
Hayley Westenra

#### **Patrons**

Kirstie Betts  
Richard Betts  
Christopher Biggins  
John Bowis OBE  
Richard Leon  
Barrie Roberts  
Sophia Warner

#### **Ambassadors**

Chris Andre  
Gary and Lorrie Birtles  
Olivia Breen  
Adrian Brown  
D-Day Darlings  
Mickie Driver  
Avril Gaynor  
Abbie Hunnisett  
James Lynes  
Christian Mitchell  
Stephanie Prior  
Katherine Samuelson  
Colin Thackery

#### **Executive Manager**

Glenys Creese

#### **Address**

Unit 1, The Courtyard,  
Holmsted Farm, Staplefield Road,  
Cuckfield, West Sussex  
RH17 5JF

Website [www.dvlcc.org.uk](http://www.dvlcc.org.uk)

Tel: 01444 473274

#### **Trustees**

Paula Barnes  
Colin Darnell - Safeguarding Lead  
Nick Dutt - Chair  
Deborah Hay  
Doug Hill - Treasurer  
Tom Jones  
Nicci Long  
Tracey Trotter  
Tim Wright - Secretary

#### **Principal Advisers**

Registered office and solicitors  
Penningtons ManchesCooper LLP  
125 Wood Street, London  
EC2V 7AW

#### Bank

CAF Bank  
25 Kings Hill Avenue, Kings Hill  
West Malling, Kent  
ME19 4JQ

#### Accountants and Independent examiners

TC Group  
The Courtyard, Shoreham Road,  
Upper Beeding, West Sussex BN44 3TN

#### **Registration numbers**

Registered Charity No. 1089657  
Company Registration No. 04230409



# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Report of the Independent Examiner**

I report to the charity Trustees on my examination of the accounts of the Charitable Company for the year ended 31 March 2022.

### **Responsibilities and basis of report**

As the Trustees of the Charitable Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

Since the Charitable Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is a listed body.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

### **Mr Jonathan Aikens FCA, DChA**

Independent Examiner  
for and on behalf of TC Group  
The Courtyard, Shoreham Road,  
Upper Beeding, Steyning  
West Sussex BN44 3TN

Dated: .....

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Statement of Financial Activities for the year ended 31 March 2022 (including the Income & Expenditure Account)

	Notes	Unrestricted funds	Designated funds	Restricted funds	Total 2022	Total 2021
		£	£	£	£	£
<b><u>Income from:</u></b>						
Donations and legacies	3	131,506	77,850	-	209,356	185,584
Charitable activities	4	78,285	-	131,892	210,177	272,667
Other trading activities	5	21,254	-	-	21,254	10,051
Investments	6	-	-	-	-	11
<b>Total income</b>		<b>231,045</b>	<b>77,850</b>	<b>131,892</b>	<b>440,787</b>	468,313
<b><u>Expenditure on:</u></b>						
Raising funds	7	95,877	-	-	95,877	112,934
Charitable activities	7	98,691	-	154,783	253,474	296,046
<b>Total Expenditure</b>		<b>194,568</b>	<b>-</b>	<b>154,783</b>	<b>349,351</b>	408,980
<b>Net income / (expenditure) and net movement in funds</b>		<b>36,477</b>	<b>77,850</b>	<b>(22,891)</b>	<b>91,436</b>	59,333
<b>Reconciliation of Funds</b>						
Total funds brought forward		170,572	-	47,623	218,195	158,862
<b>Total funds carried forward</b>	<b>22</b>	<b>207,049</b>	<b>77,850</b>	<b>24,732</b>	<b>309,631</b>	218,195

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

All activities are classed as continuing.

The notes form part of these financial statements

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Balance Sheet as at 31 March 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Fixed Assets</b>						
Tangible Assets	13	7,101	-	-	7,101	12,694
Intangible assets	14	5,199	-	-	5,199	10,397
		<b>12,300</b>	-	-	<b>12,300</b>	23,090
<b>Current Assets</b>						
Debtors	15	11,700	-	-	11,700	11,700
Cash at bank and in hand		225,683	77,850	24,732	328,265	219,690
		<b>237,383</b>	<b>77,850</b>	<b>24,732</b>	<b>339,965</b>	231,390
<b>Creditors:</b> amounts falling due within one year	16	42,634	-	-	42,634	36,285
<b>Net current assets</b>		<b>194,749</b>	<b>77,850</b>	<b>24,732</b>	<b>297,331</b>	195,105
<b>Net assets</b>		<b>207,049</b>	<b>77,850</b>	<b>24,732</b>	<b>309,631</b>	218,195
<b>Funds</b>						
Restricted funds	17	-	-	24,732	24,732	47,623
Designated funds	15	-	77,850	-	77,850	-
Unrestricted funds		207,049	-	-	207,049	170,572
	22	<b>207,049</b>	<b>77,850</b>	<b>24,732</b>	<b>309,631</b>	218,195

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to the small companies' regime.

The accounts were approved by the Board of Trustees on 9<sup>th</sup> June 2022



.....  
N Dutt (Chair)

# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Trustees' Report and Accounts**

### **Notes to the Accounts for the year ended 31 March 2022**

#### **1. Company Information**

Dame Vera Lynn Children's Charity is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on the legal and administrative information page.

#### **2. Accounting policies**

The principal accounting policies adopted are as follows:

##### **Basis of accounting**

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

The Charity constitutes a public benefit entity as defined by FRS102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

Having considered future budgets and cash flows, the Trustees confirm that they have no material uncertainties about the entity's ability to continue as a going concern for the foreseeable future. This conclusion takes into account the financial effect of Covid-19.

##### **Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received, and the amount of income can be measured reliably.

Both grants and donations income are recognised when the Charity has entitlement to the funds, any performance conditions attached to the income stream have been met, it is probable that the income will be received, and the amount can be measured reliably. In the event that such income is subject to conditions that require a level of performance before the Charity is entitled to the funds, the income is deferred and not recognised until those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Charity, and it is probable that those conditions will be fulfilled in the reporting period.

Income from other trading activities includes ticket sales and other income from events organised directly by the Charity together with other income from the sale of Christmas cards and is recognised when the entitlement has occurred.

Investment income is credited to income when it is receivable, and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank.

##### **Expenditure**

Expenditure is recognised on an accruals basis inclusive of any VAT which cannot be recovered.

Support costs are those which assist the use of the Charity but do not directly represent charitable activities. They are incurred directly in support of expenditure on the objects of the Charity. Support costs are allocated on a basis consistent with use of resources.



# **Dame Vera Lynn Children's Charity (Limited by Guarantee)**

## **Trustees' Report and Accounts**

### **Notes to the Accounts for the year ended 31 March 2022 (continued)**

Governance costs include those incurred in the governance of the Charity and its assets and are primarily associated with constitutional and statutory requirements. These are included within support costs.

#### **Tangible fixed assets**

Purchases of over £500 are considered for capitalisation.

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

Fixtures and fittings	20% and 25% straight line
-----------------------	---------------------------

#### **Intangible fixed assets**

Purchases of over £500 are considered for capitalisation.

Amortisation is provided at 20% on a straight-line basis in order to write off each asset over its estimated useful life.

#### **Lease commitments**

Operating leases and the payments made under them are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

#### **Taxation**

The charitable company is registered as a charity and all of its income falls within the exemptions under Part 11 of the Corporation Tax Act 2010

#### **Fund accounting**

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

Designated funds are unrestricted funds that have been designated towards a specific purpose by the trustee board.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### **Debtors**

Trade and other debtors are recognised at the settlement amount due.

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

Cash at bank and in hand includes bank accounts, 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 deposits or similar account.

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Notes to the Accounts for the year ended 31 March 2022 (continued)

#### 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 the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

#### Critical estimates and accounting judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The Trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

### 3. Income from donations and legacies

	<b>Restricted</b>	<b>Designated</b>	<b>Unrestricted</b>	<b>Total 2022</b>	Total 2021
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Individual donations	-	-	<b>63,125</b>	<b>63,125</b>	92,223
Corporate donations	-	-	<b>39,151</b>	<b>39,151</b>	5,360
Legacies/in memory donations	-	<b>77,850</b>	<b>10,087</b>	<b>87,937</b>	22,704
Government Support re Covid-19	-	-	<b>19,143</b>	<b>19,143</b>	65,297
	<b>-</b>	<b>77,850</b>	<b>131,506</b>	<b>209,356</b>	185,584

£Nil of the 2021 income from donations and legacies was restricted

£Nil of the 2021 income from donations and legacies was designated

### 4. Income from charitable activities

	<b>Restricted</b>	<b>Designated</b>	<b>Unrestricted</b>	<b>Total 2022</b>	Total 2021
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trusts and Foundations	<b>131,892</b>	-	<b>78,285</b>	<b>210,177</b>	272,667
	<b>131,892</b>	-	<b>78,285</b>	<b>210,177</b>	272,667

£122,386 of the 2021 income from charitable activities was restricted

£Nil of the 2021 income from charitable activities was designated

# Dame Vera Lynn Children's Charity (Limited by Guarantee) Trustees' Report and Accounts

## Notes to the Accounts for the year ended 31 March 2022 (continued)

### 5. Income from other trading activities

	Restricted	Designated	Unrestricted	Total 2022	Total 2021
	£	£	£	£	£
Events	-	-	19,601	19,601	9,226
Other	-	-	1,653	1,653	825
	-	-	21,254	21,254	10,051

£Nil of the 2021 income from other trading activities was restricted

£Nil of the 2021 income from other trading activities was designated

### 6. Investment income

	Restricted	Designated	Unrestricted	Total 2022	Total 2021
	£	£	£	£	£
Interest receivable	-	-	-	-	11
	-	-	-	-	11

£Nil of the 2021 investment income was restricted

£Nil of the 2021 investment income was designated

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Notes to the Accounts for the year ended 31 March 2022 (continued)

#### 7. Analysis of Expenditure

	Depreciation/ Amortisation	Staff Costs	Other costs	Total 2022	Total 2021
	£	£	£	£	£
<b>Raising Funds</b>					
Activities undertaken directly	-	58,654	35,199	93,853	111,949
Support costs	-	-	2,024	2,024	985
	-	58,654	37,223	95,877	112,934
<b>Charitable activities</b>					
Activities undertaken directly	17,365	157,508	73,166	248,039	261,241
Support costs	-	-	5,435	5,435	34,805
	17,365	157,508	78,601	253,474	296,046
<b>Total</b>	17,365	216,162	115,824	349,351	408,980

#### 8. Analysis of Support Costs

	Total 2022	Total 2021
	£	£
Travel and training	639	2,354
Postage and stationery	-	102
IT costs	-	1,509
Insurance	-	423
Staff costs	-	15,230
Telephone	-	210
Premises costs	-	7,512
HR & Payroll costs	2,085	3,245
Governance costs (note 9)	4,735	5,205
	7,459	35,790



# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Notes to the Accounts for the year ended 31 March 2022 (continued)

#### 9. Analysis of Governance Costs

	Total 2022	Total 2021
	£	£
Professional fees	330	1,846
Independent examination fee	2,100	2,100
Legal fees	1,440	40
Other governance costs	865	1,219
	<b>4,735</b>	<b>5,205</b>

#### 10. Statement of financial activities for the year ended 31 March 2021

	Unrestricted funds	Restricted funds	Total 2021
	£	£	£
<b><u>Income from:</u></b>			
Donations and legacies	185,584	-	185,584
Charitable activities	150,281	122,386	272,667
Other trading activities	10,051	-	10,051
Investments	11	-	11
<b>Total income</b>	<b>345,927</b>	<b>122,386</b>	<b>468,313</b>
<b><u>Expenditure on:</u></b>			
Raising funds	112,934	-	112,934
Charitable activities	179,432	116,614	296,046
<b>Total Expenditure</b>	<b>292,366</b>	<b>116,614</b>	<b>408,980</b>
<b>Net income</b>	<b>53,561</b>	<b>5,772</b>	<b>59,333</b>
<b>Net movement in funds</b>	<b>53,561</b>	<b>5,772</b>	<b>59,333</b>
<b>Reconciliation of Funds</b>			
Total funds brought forward	117,011	41,851	158,862
<b>Total funds carried forward</b>	<b>170,572</b>	<b>47,623</b>	<b>218,195</b>

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Notes to the Accounts for the year ended 31 March 2022 (continued)

#### 11. Trustees

None of the trustees (nor any persons connected with them) received any remuneration or reimbursement of expenses during the year nor for the year ended 31 March 2021.

#### 12. Employees

	2022	2021
Employee information	Number	Number
Average number of employees during the year:	7	8
<b>Employment costs</b>	<b>£</b>	<b>£</b>
Wages and salaries	179,673	206,339
Agency staff costs	18,992	6,436
Social Security costs	12,252	13,230
Other pension costs	5,245	5,322
	<b>216,162</b>	<b>231,327</b>

No employees' annual emoluments totalled over £60,000 in either 2021 or 2022.

During the year the key management personnel of the charitable company comprised of the Executive Manager, the Head of Service and the Business Development Manager. The total employee benefits of the key management personnel (including Employer's National Insurance Contributions) were £80,838 (2020: £100,487). During the year redundancy costs were incurred totalling £Nil (2021: £10,090).

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Notes to the Accounts for the year ended 31 March 2022 (continued)

#### 13. Tangible fixed assets

	Fixtures & fittings	Total
	£	£
<b>Cost</b>		
At 1 April 2021	62,259	62,259
Additions	6,575	6,575
<b>At 31 March 2022</b>	<b>68,834</b>	<b>68,834</b>
<b>Depreciation</b>		
At 1 April 2021	49,566	49,566
Charge for the year	12,167	12,167
<b>At 31 March 2022</b>	<b>61,733</b>	<b>61,733</b>
<b>Net book value</b>		
<b>At 31 March 2022</b>	<b>7,101</b>	<b>7,101</b>
At 31 March 2021	12,693	12,693

#### 14. Intangible fixed assets

	Software	Total
	£	£
<b>Cost</b>		
At 1 April 2021	25,992	25,992
Additions	-	-
<b>At 31 March 2022</b>	<b>25,992</b>	<b>25,992</b>
<b>Depreciation</b>		
At 1 April 2021	15,595	15,595
Charge for the year	5,198	5,198
<b>At 31 March 2022</b>	<b>20,793</b>	<b>20,793</b>
<b>Net book value</b>		
<b>At 31 March 2022</b>	<b>5,199</b>	<b>5,199</b>
At 31 March 2021	10,397	10,397

# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Notes to the Accounts for the year ended 31 March 2022 (continued)

#### 15. Debtors

	2022	2021
Amounts falling due within one year	£	£
Other debtors	11,700	11,700
	<b>11,700</b>	<b>11,700</b>

#### 16. Creditors

	2022	2021
Amounts falling due within one year	£	£
Trade creditors	1,610	4,094
Social security and other taxes	4,214	4,063
Accruals and deferred income	36,000	26,700
Other creditors	810	1,428
	<b>42,634</b>	<b>36,285</b>

#### 17. Restricted Funds

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

	Movement in funds 2021/22			
	Balance at 1 April 2021	Income	Expenditure	Transfers between Funds
	£	£	£	£
Salaries	47,623	118,422	(145,584)	-
Equipment	-	13,470	(9,199)	-
	<b>47,623</b>	<b>131,892</b>	<b>(154,783)</b>	<b>-</b>
				<b>24,732</b>



# Dame Vera Lynn Children's Charity (Limited by Guarantee)

## Trustees' Report and Accounts

### Notes to the Accounts for the year ended 31 March 2022 (continued)

#### Salaries

The salaries restricted fund comprises funds received to contribute towards specific roles within the service team (e.g., within the Charitable Service).

#### Equipment

The equipment restricted fund comprises of income received that is specifically to be used to fund the purchase of equipment. The transfer out of the fund represents capital expenditure incurred in the year.

#### Services

The services restricted fund comprises restricted income received to enable the Charity to deliver specific aspects of its early intervention service, including music therapy and swimming.

### 18. Designated Funds

The income funds of the charity include designated funds comprising the following unexpended balances allocated by trustees towards specific purposes:

	Movement in funds 2021/22				Balance at 31 March 2022 £
	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers between Funds £	
Legacy fund	-	77,850	-	-	77,850
	-	77,850	-	-	77,850

#### Legacy

The legacy designated fund comprises a legacy receipt allocated by the trustee board towards future project funding.

### 19. Commitments under operating leases

At 31 March 2022 the company had total commitments under non-cancellable operating leases as follows:

	Land & buildings 2022 £	Land & buildings 2021 £
Expiry date:		
Within one year	47,100	33,150
Between two and five years	12,000	-
	<b>59,100</b>	<b>33,150</b>

# Dame Vera Lynn Children's Charity (Limited by Guarantee) Trustees' Report and Accounts

## Notes to the Accounts for the year ended 31 March 2022 (continued)

During 2016 the Charity took out a 5-year lease on premises at Holmsted Farm Cuckfield. The lease was extended from December 2021 for 3 years and has a break in June 2023.

Total lease payments recognised as an expense in the year amounted to £46,800 (2021: £46,800).

## 20. Related Party Transactions

There were no related party transactions in 2021 or 2022.

## 21. Control

Dame Vera Lynn Children's Charity is a company limited by guarantee and has no share capital. The Charity is controlled by the Trustees.

## 22. Net assets between funds

Net assets between funds as at 31 March 2022:

	Unrestricted funds	Designated funds	Restricted funds	Balance at 31 March 2022
	£	£	£	£
Fixed assets	12,300	-	-	12,300
Current assets	237,383	77,850	24,732	339,965
Current liabilities	(42,634)	-	-	(42,634)
	<b>207,049</b>	<b>77,850</b>	<b>24,732</b>	<b>309,631</b>

Net assets between funds as at 31 March 2021:

	Unrestricted funds	Designated funds	Restricted funds	Balance at 31 March 2022
	£	£	£	£
Fixed assets	23,090	-	-	23,090
Current assets	183,767	-	47,623	231,390
Current liabilities	(36,285)	-	-	(36,825)
	<b>170,572</b>	<b>-</b>	<b>47,623</b>	<b>218,195</b>