





A WORD FROM THE CHAIR

The charity continues to provide an exceptional level of service to those children and their families who need it the most. This is a service that is vitally needed, and it is really making a difference to all the lives of those that it is able to help.

To see the impact the charity has on the children is truly inspiring and sets them up in the best possible way for their future development, once they move on to the next stages.

It is clear that there is a continuing – and growing - need for the services the team provides, across the whole South-East region with many families regularly travel long distances to attend their sessions.

Like many similar charities, the ongoing financial challenges that we are experiencing, have continued to impact our efforts to raise funds, but through the hard work of the team, the generosity of many Trusts & Foundations and particularly a large number of individuals and corporates, we feel that we are in a good position as we move forward to build and develop for the future.

The Trustees are confident that the budget we have set forth for the coming year is achievable. This, in conjunction with our new fundraising team and the plan to relocate the centre to new, more suitable and flexible facility within the next few months, will ensure the success of the Charity in the longer term.

Over the last year Tom Jones and Colin Darnell have had to step down as Trustees due to health reasons. Nicci Long also had to step down as a result of family issues. Tom Jones, Dame Vera's son-in-law, was with the charity since the beginning and was the founding Chairman. Over the years he did a fantastic job building the charity to what it is today. Colin has been a Trustee since October 2019. He and his wife Sue, have done – and continue to do – a tremendous amount to support the charity. Nicci, although only with us for a short time was also able to provide useful insights and support. All will be sorely missed. On behalf of the Trustees, I would like to thank them for all their support and efforts over the years. They don't get away quite so easily, in recognition of all they have done, Tom has been appointed a Vice-President and both Colin and Sue have been appointed Ambassadors of the charity.

We were pleased to welcome Debbie Fry as a new Trustee. Debbie brings with her extensive early years and SEND experience and will pick-up the Safeguarding portfolio that had previous been managed by Colin.

As Trustees, we are continually looking ahead to building on the success of the charity and Dame Vera's foresight in founding it and have a clear strategy for growth in mind to support Glenys and her team as required.

As always particular thanks are due to Glenys Creese, who as CEO of the Charity has done a tremendous job in continuing to build the Charity and keep the money coming in in difficult circumstances. I would also like to thank all the Trustees 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 brilliant staff and volunteers, who have worked so hard to deliver such an invaluable service that makes a real difference to so many.

NICK DUTT

CHAIRMAN

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

Trustees' Report and Accounts

CONTENTS

A word from the Chair	2
A word from the CEO	4
Area the charity covers	5
Pediatric Physiotherapy/Conductive Education	6
Beatrice's Story	7
Speech and Language Therapy	8
Jothi's Story	9
Outreach	10
Music Therapy	11
Swimming Sessions	12
Impact	13
Fundraising	14
Thank You	16
Structure and Governance	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>Trustee' responsibilities in relation to the financial statements</i>	19
Legal & Administrative Information	20
Report of the Independent Examiner	21
Statement of Financial Activities for the year ended 31 March 2024	22
Balance Sheet as at 31 March 2023	23
Statement of Cash Flow for the year ended 31 March 2024	24
Notes to the Accounts for the year ended 31 March 2023	25



A WORD FROM THE CEO

2023/2024 was for many reasons an incredible year!

More families than ever have been to the centre in Cuckfield and started to receive much needed support and services. We were privileged to be able to hold a number of new events including at Lambeth Palace Gardens in the summer, as well as some events which we have done for a number of years now including the Christmas Tree Recycling project. We had some incredible support from both loyal donors and corporates who have supported us every year and welcomed support from new businesses as well.

The fantastic team have worked harder than ever to make sure that all children are able to access our high-quality services, even when there has been no more room at the inn!

A change of personnel in the fundraising team led to some challenges over the past year, which have now been overcome and leave the charity in good shape for the coming year.

Lastly, I would like to thank the Board of Trustees headed up by Nick, for their help and support throughout the year. I look forward to continue developing the charity in 2024/25.

Glenys Treese

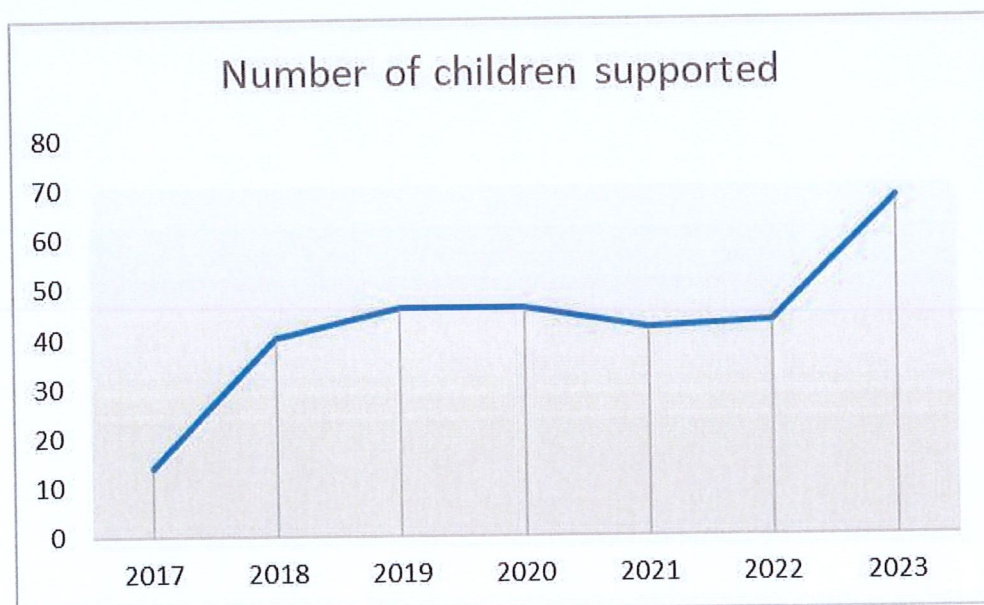


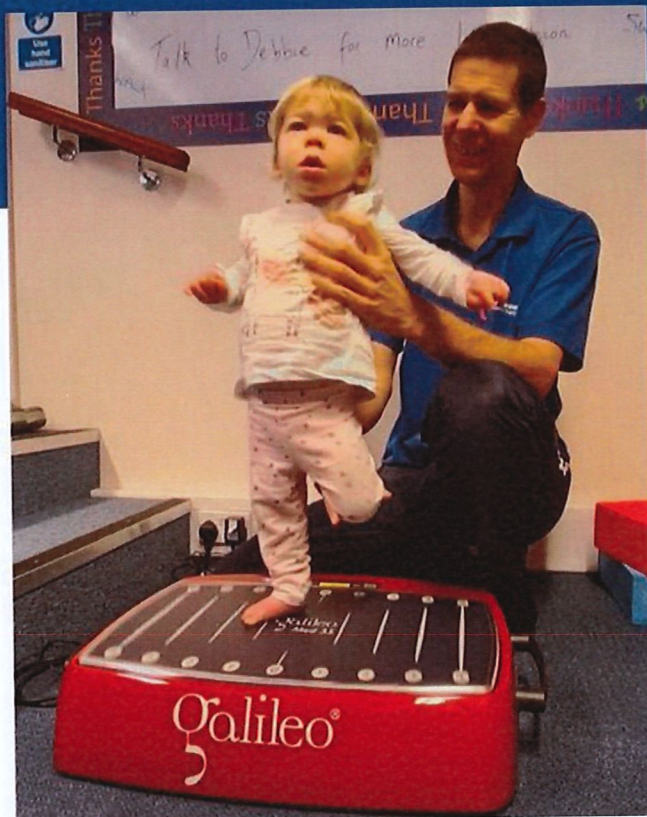
Families travel from right across the South-East to attend sessions at the Centre. The above map shows the counties where families come from, with Surrey and Hampshire to the west, Kent to the east, West Sussex and East Sussex along the coast and London in the North. The furthest distance that a family drives to the centre is from Farnham, taking on average an hour and a half each way. This demonstrates how much the families value the services that they receive, free of charge, at the centre.

Since 2017 we have seen a dramatic rise in the number of children who are supported by the charity every year.

During 2023/24 this number has been higher than ever. We believe that this number will continue to rise as the Charity works to increase the awareness of the work it does. The Charity has also seen an increase in the number of children who have a high level of physical need. All service staff have completed a diploma in Profound and Multiple Learning Difficulties, which has enabled them to ensure that they developed the sessions to meet the changing needs of the children.

NUMBER OF CHILDREN SUPPORTED





All children who attend services provided by the Charity are offered paediatric physiotherapy/conductive education. Children are placed into small groups with others who are of a similar age and working on a similar set of skills. This not only motivates them and gives them, maybe for the first time, an opportunity to meet children just like them, it also gives the parents and carers an opportunity to meet people in a similar situation to themselves.

Sessions run every week for an hour and gives children an opportunity to learn new skills and build on the skills that they have already learnt. In each session children are given an opportunity to work on a whole range of skills building both their confidence and abilities. Sessions are hands on for parents/carers who are shown how to encourage the continuation of these skills at home through specific movement patterns and stretches.

During 2023/24 the charity has seen a huge increase in the number of children who need the support of the specialist services. In total 919 sessions were provided, which is almost back to the pre-pandemic number of sessions in a year.

The charity supported 71 children through physiotherapy/conductive education sessions throughout 2023/24. It is anticipated that during 2024/25 this number will increase further.

You can read more information about the impact that the sessions have had in the impact section of this report.

Beatrice's Story



Little Beatrice was born with Down's Syndrome, she has bilateral Sensory Neural Hearing Loss, Hypotonia, Dysphagia and Anaemia. She joined us at the charity in November 2022 and has attended Conductive Education sessions once a week with her mum and later on with her new-born baby sister.

Beatrice also attended music therapy and speech and language therapy. The family (mum, dad, grandma) have been very committed to teaching Beatrice skills using the techniques learnt during sessions. Beatrice has made an excellent progress since she joined.

When Beatrice started at the charity, not long after her 1st birthday, she was unable to crawl, stand or walk, but step by step over the last 16 months she has learnt all these things and more!

She started four-point crawling in March 2023, then started standing and cruising by furniture and cruising in the summer 2023. Through learning to take steps with a walking aid, parallel bars and ropes and when she had 1 hand held, she finally started walking independently in January 2024.

Beatrice is now a confidently walking little girl, ready to tackle things on her way.





24

Number of children who were supported through Speech and Language sessions in 2023

54%

Number of children who have made progress with their communication skills in 2023.

9

Number of children who have had personalised low technology communication books created for them by the charity.

"The difference these sessions have made to my son is amazing, he is able to not only tell us what he wants but he has started to use his PODD book to tell us jokes!"



Jothi's Story



Jothi was born premature and had a bleed on his brain, he also had infantile spasms. When he was born he was placed on a ventilator for 24 hours and in intensive care for the first 93 days of his life.

At 13 months his parents made contact with the charity and an assessment was carried out, although Jothi had learnt to roll over he had very limited other physical skills.

He started attending sessions with the team in July 2021. Over the next nearly two and a half years Jothi attended the centre for physiotherapy sessions, he also had homeplay sessions with the Outreach Team. Following a huge amount of effort from Jothi and his mums, alongside the help and support from the team in his sessions Jothi has learnt many new skills, he is able to hold his head up for longer, which means he can look at the world around him.

He is able to follow simple instructions and will greet his friends with a smile, Jothi is also able to make vocalisations consistently for "go" when playing a game.



Jothi loves "Big Movements", spinning around in a spinner which always brings a smile to his face. He is now more confident with other people but needs time to build up trust with them.

The charity has been able to support Jothi not only through the session both in the centre and at home, but also with supporting his parents when they attended a tribunal to ensure that Jothi has access to the right school for him.

In September 2024, Jothi will be attending school and driving round in his Wizzybug which he loves!

519

Number of home play sessions provided in 2023/2024

Play sessions delivered in the child's own home are another of the services that the charity has offered for a number of years now. During 2023/24 due to the increased demand for services a second outreach worker was employed. This has enabled the charity to increase the number of sessions it is able to offer each week.

503

Miles driven each week by the Outreach Team

Home play sessions are a great way for children to learn through play in the safe and familiar surroundings of their own home. Each session is planned according to the child's and family's individual needs. The team carefully plan each session and take the resources needed with them in one of the charity vans.



All families who live within an hours' drive of the centre are offered this service. The charity is proud to once again be awarded the stamp of approval from the National Portage Association



284

Number of music therapy sessions provided during 2023/24.

Music therapy is based on the premise that everyone has the ability to respond to music because they have a heart beat inside them.

In partnership with Nordorff and Robins the charity provides eight 30 minute sessions each week.

Small groups of children are given the opportunity to experience music making, exploring using their voices and have fun with lots of different sounds. During the school holidays the Music therapist facilitates the Big Jam sessions which are open to all families and their siblings.



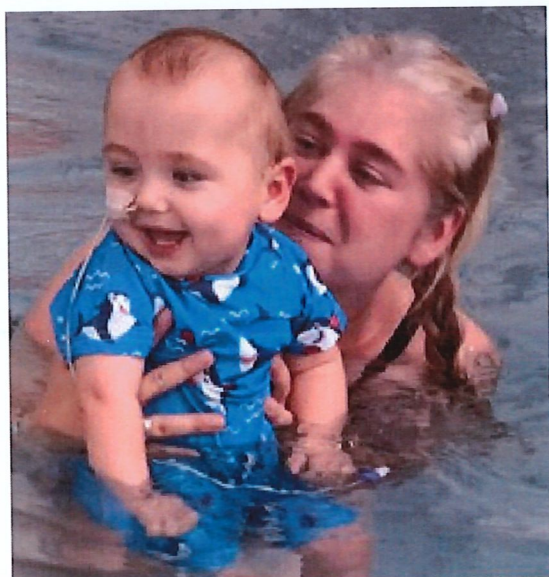
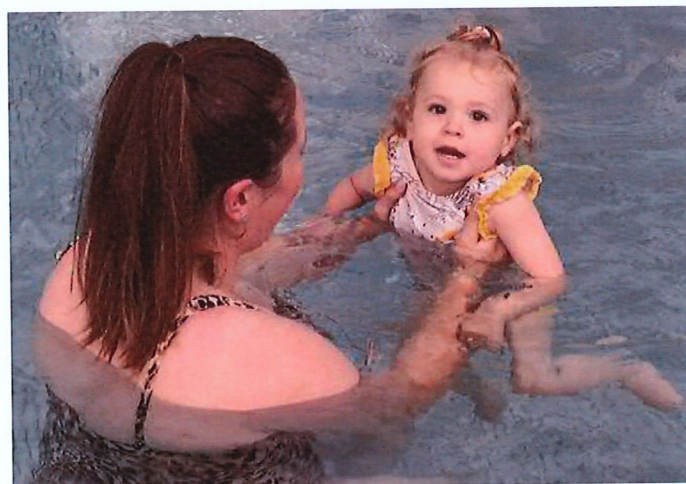
One of the services that all families love are the swimming sessions.

Twice a week the charity provides 30minute swimming sessions in a private hydrotherapy pool. The water is heated to 32 degrees and this makes it ideal for the young children with tight muscles. The warm water not only helps their muscles to relax but the water also supports their body weight meaning that they are able to move and stretch far more than on dry land.

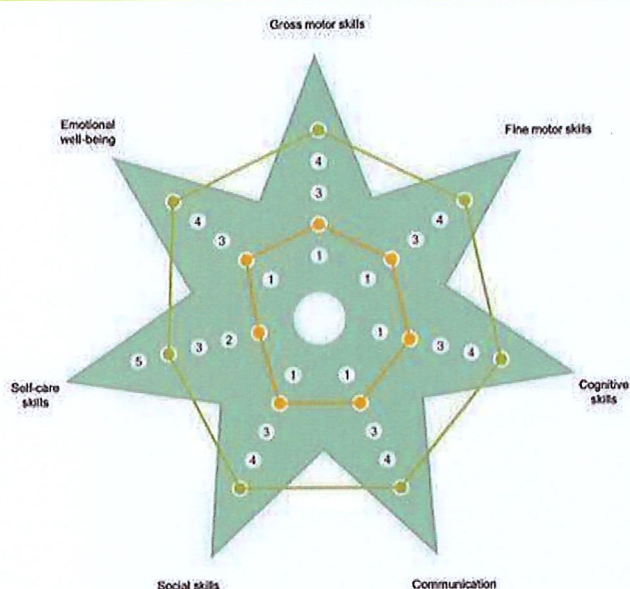
Children also learn how to be safe in the water, how to safely get in and out of the pool. and hold onto the side. For some children who have difficulties holding things this can be a real challenge.

38

Number of children who have attended swimming sessions during 2023/24.



"My son loves the swimming sessions, they are his favourite part of the week! We don't see it as a therapy but a time to have fun together, but we know he is working his muscles and learning new skills."



74%

Children have made progress in at least 2 areas of their learning during 2023.

69%

Children improved in their emotional well-being score during 2023.

Each child has a set of learning goals which are reviewed every 6 months. Each score is plotted on with star chart to demonstrate progress.

Every star has 7 points;

- Gross motor
- Fine motor
- Communication
- Self-care
- Emotional well-being
- Cognition
- Social skills.

Each point on the star has a set criteria which every child regardless of their level of disability will be able to meet. The child needs to regularly meet the criteria set in order to progress to the next number up the point. Every session is carefully planned to ensure that each child has an opportunity to work on each skill, the goals are shared with parents and careers so they can continue to work of those skills at home.

65%

Children improved in their social skills score during 2023.

59%

Children improved in their gross motor skills during 2023



128

Trust and Foundation applications made during 2023/24.

2

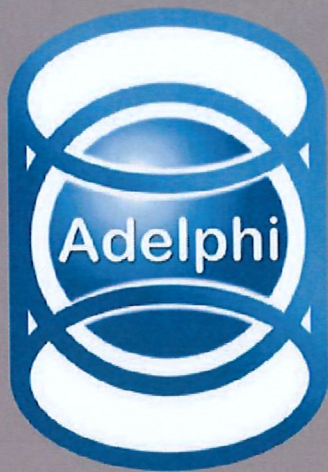
New charity of the year partnerships set up for 2024/2025.

£60,000

The charity received over £60,000 from its corporate partners this year.

7

Skydivers took to the skies to raise over £5,000 for the charity.



The Edward Gostling Foundation
Enhancing Quality of Life for People in Need

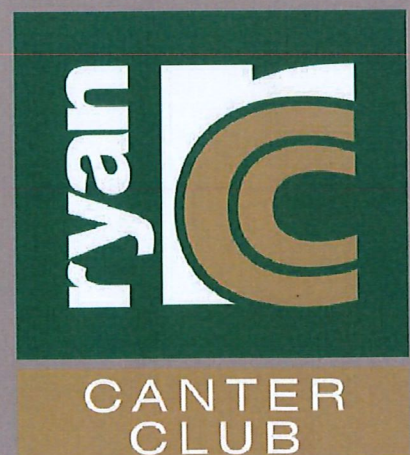


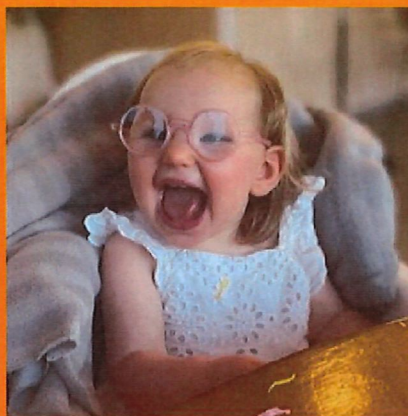
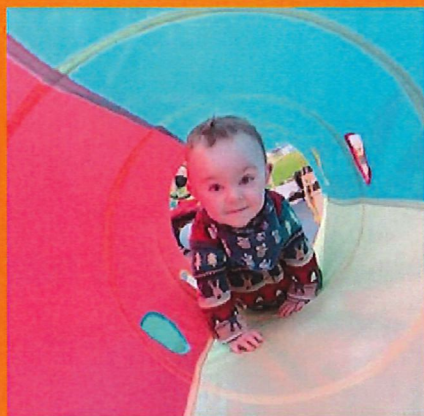
ENABLELAW



Focus
Foundation

the **Hollyhock**
foundation





Thank you



DAME VERA LYNN
Children's Charity
Discover together



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 – Secretary
Colin Darnell - Safeguarding Lead (resigned 30 November 2023)
Nick Dutt - Chairperson
Deborah Fry - Safeguarding Lead (appointed 8th February 2024)
Elizabeth Haigh-Reeve
Doug Hill - Treasurer
Tom Jones (resigned 26th March 2024)
Nicci Long (resigned 4th October 2023)
Carolyn Scott
Tracey Trotter

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
- 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.

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

Trustees' Report and Accounts

- 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 Executive Manager was promoted to Chief Executive Officer 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 £527,994 (2023: £369,270) and total expenditure was £441,758 (2023: £448,096). Income has increased this year mainly due to a significant one off receipt from a trust fund of £120,000. Excluding this, income was up 10% and reflects increased fundraising from activities such as events and also increased usage of our services by local authorities.

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 31st March 2024, in addition to the restricted and designated funds it carries over into the new financial year, the Charity held free reserves of £79,505 (2023: £126,093) and as of 31 March 2024, the free reserves policy has not been met. However, the Charity is implementing a comprehensive plan arising from a strategic review of its income generation undertaken 2023/24 and which is already beginning to yield significant positive results. Combined with a continuous review of its costs, the Trustees are confident that the Charity will meet the reserves policy going forward.

In 2021/22, 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 emerged from the COVID restrictions. These have been allocated to a designated fund. This policy will be under review in the coming financial year.

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 2019 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.

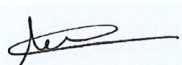
In preparing these financial statements, the Trustees are required to:

- 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 11th June 2024 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

Tom 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

Colin & Sue Darnell

Mickie Driver

Avril Gaynor

Abbie Hunnisett

James Lynes

Christian Mitchell

Stephanie Prior

Katherine Samuelson

Colin Thackery

CEO

Glenys Creese

Address

Unit 1, The Courtyard,

Holmsted Farm, Staplefield Road,

Cuckfield, West Sussex

RH17 5JF

Tel: 01444 473274

Trustees

Paula Barnes – Secretary

Nick Dutt - Chairperson

Deborah Fry - Safeguarding Lead (appointed 8th February 2024)

Elizabeth Haigh-Reeve

Doug Hill - Treasurer

Carolyn Scott

Tracey Trotter

Principal Advisers

Registered office

Unit 1, The Courtyard

Holmstead Farm

Staplefield Road

Cuckfield

RH17 5JF

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

Website www.dvlcc.org.uk

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 2024.

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 ACCA, 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 Mark Cummins FCCA FCIE

for and on behalf of

TC Group

The Courtyard,

Shoreham Road,

Upper Beeding,

Steyning

West Sussex

BN44 3TN

TC Group

Dated: 18th June 2024

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

Trustees' Report and Accounts

Statement of Financial Activities for the year ended 31 March 2024 (including the Income & Expenditure Account)

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
Income from:							
Donations and legacies	3	123,575	-	-	-	123,575	127,305
Charitable activities	4	80,650	-	114,627	120,000	315,277	194,655
Other trading activities	5	88,365	-	-	-	88,365	46,895
Investments	6	777	-	-	-	777	415
Total income		293,367	-	114,627	120,000	527,994	369,270
Expenditure on:							
Raising funds	7	127,020	-	-	-	127,020	156,601
Charitable activities	7	215,519	-	99,219	-	314,738	291,495
Total Expenditure		342,539	-	99,219	-	441,758	448,096
Net income / (expenditure) and net movement in funds		(49,172)	-	15,408	120,000	86,236	(78,826)
Reconciliation of Funds							
Total funds brought forward		132,354	77,850	20,601	-	230,805	309,631
Total funds carried forward	22	83,182	77,850	36,009	120,000	317,041	230,805

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

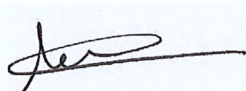
Balance Sheet as at 31 March 2024

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
Fixed Assets							
Tangible Assets	13	3,677	-	-	-	3,677	6,261
Intangible assets	14	-	-	-	-	-	-
		3,677	-	-	-	3,677	6,261
Current Assets							
Debtors	15	32,051	-	-	-	32,051	22,345
Cash at bank and in hand		75,737	77,850	36,009	120,000	309,596	255,348
		107,788	77,850	36,009	120,000	341,647	277,693
Creditors: amounts falling due within one year	16	(28,283)	-	-	-	(28,283)	(53,149)
Net current assets		79,505	77,850	36,009	120,000	313,364	224,544
Net assets		83,182	77,850	36,009	120,000	317,041	230,805
Funds							
Restricted funds	17	-	-	36,009	-	36,009	20,601
Endowment funds	19	-	-	-	120,000	120,000	-
Designated funds	18	-	77,850	-	-	77,850	77,850
Unrestricted funds		83,182	-	-	-	83,182	132,354
	23	83,182	77,850	36,009	120,000	317,041	230,805

The Trustees are satisfied that the company is entitled to audit exemption under section 477 of the Companies Act 2006 and that no member or members have requested an audit pursuant to section 476 of the Act.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The accounts were approved by the Board of Trustees on 11th June 2024.



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N Dutt (Chair) Charity number: 1089657

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

Trustees' Report and Accounts

Statement of Cash Flows for the year ended 31 March 2024

		2024	2023
		£	£
<u>Cash flow from operating activities</u>			
Net cash from operating activities	Note below	53,471	(71,587)
<u>Cash flow from investing activities</u>			
Payments to acquire tangible fixed assets		-	(1,745)
Interest received		777	415
Net cash flow from investing activities		777	(1,330)
<u>Net increase/(decrease) in cash and cash equivalents</u>		54,248	(72,917)
Cash and cash equivalents at 1 April 2024		255,348	328,265
Cash and cash equivalents at 31 March 2024		309,596	255,348
<u>Analysis of cash and cash equivalents</u>			
Cash at bank and in hand		309,596	255,348
Reconciliation of net income/(expenditure) to net cash flow from operations			
Net income/(expenditure) for the year		86,236	(78,826)
Interest received		(777)	(415)
Depreciation of tangible fixed assets		2,584	2,585
Amortisation of intangible fixed assets		-	5,199
Decrease/(increase) in debtors		(9,706)	(10,645)
(Decrease)/increase in creditors		(24,866)	10,515
Net cash flow from operating activities		53,471	(71,587)

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024

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.

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.

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

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

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024 (continued)

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.

Endowment funds are restricted funds that generate income to benefit the Charity over multiple years.

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.

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.

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

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024 (continued)

3. Income from donations and legacies

	Restricted £	Endowment £	Unrestricted £	Total 2024 £	Total 2023 £
Individual donations	-	-	56,115	56,115	68,329
Corporate donations	-	-	61,310	61,310	44,940
Legacies/in memory donations	-	-	6,150	6,150	14,036
	-	-	123,575	123,575	127,305

There was no restricted or designated income during the year, or in the prior year.

4. Income from charitable activities

	Restricted £	Endowment £	Unrestricted £	Total 2024 £	Total 2023 £
Trusts and Foundations	114,627	120,000	80,650	315,277	194,655
	114,627	120,000	80,650	315,277	194,655

There was £132,780 restricted income from Trusts and Foundations during the prior year. There was no designated income during the year or in the prior year.

5. Income from other trading activities

	Restricted £	Endowment £	Unrestricted £	Total 2024 £	Total 2023 £
Events	-	-	39,668	39,668	19,137
Local Authority fees	-	-	47,902	47,902	25,560
Other	-	-	795	795	2,198
	-	-	88,365	88,365	46,895

There was no restricted or designated income during the year, or in the prior year.

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

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024 (continued)

6. Investment income

	Restricted £	Endowment £	Unrestricted £	Total 2024 £	Total 2023 £
Interest receivable	-	-	777	777	415
	-	-	777	777	415

There was no restricted or designated income during the year, or in the prior year.

7. Analysis of Expenditure

	Depreciation/ Amortisation £	Staff Costs £	Other costs £	Total 2024 £	Total 2023 £
Raising Funds					
Activities undertaken directly	-	90,247	33,965	124,212	154,248
Support costs	-	-	2,808	2,808	2,353
	-	90,247	36,773	127,020	156,601
Charitable activities					
Activities undertaken directly	2,584	235,050	69,789	307,423	286,693
Support costs	-	-	7,315	7,315	4,802
	2,584	235,050	77,104	314,738	291,495
Total	2,584	325,297	113,877	441,758	448,096

8. Analysis of Support Costs

	Total 2024 £	Total 2023 £
Travel and training	2,881	1,901
HR & Payroll costs	950	2,020
Governance costs (note 9)	6,292	3,234
	10,123	7,155

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

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024 (continued)

9. Analysis of Governance Costs

	Total 2024 £	Total 2023 £
Professional fees	3,890	803
Independent examination fee	2,100	2,100
Other governance costs	302	331
	<u>6,292</u>	<u>3,234</u>

10. Statement of financial activities for the year ended 31 March 2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2023 £
<u>Income from:</u>				
Donations and legacies	127,305	-	-	127,305
Charitable activities	61,875	-	132,780	194,655
Other trading activities	46,895	-	-	46,895
Investments	415	-	-	415
Total income	<u>236,490</u>	<u>-</u>	<u>132,780</u>	<u>369,270</u>
<u>Expenditure on:</u>				
Raising funds	156,601	-	-	156,601
Charitable activities	154,584	-	136,911	291,495
Total Expenditure	<u>311,185</u>	<u>-</u>	<u>136,911</u>	<u>448,096</u>
Net income / (expenditure) and net movement in funds	<u>(74,695)</u>	<u>-</u>	<u>(4,131)</u>	<u>(78,826)</u>
Reconciliation of Funds				
Total funds brought forward	207,049	77,850	24,732	309,631
Total funds carried forward	<u>132,354</u>	<u>77,850</u>	<u>20,601</u>	<u>230,805</u>

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 2023.

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

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024 (continued)

12. Employees

	2024	2023
Employee information	Number	Number
Average number of employees during the year:	7	9
Employment costs	£	£
Wages and salaries	242,628	255,656
Agency staff costs	56,962	30,826
Social Security costs	19,188	20,843
Other pension costs	6,519	5,983
	325,297	313,308

No employees' annual emoluments totalled over £60,000 in either 2024 or 2023.

During the year the key management personnel of the charitable company comprised of the CEO and the Fundraising Manager. The total employee benefits of the key management personnel (including Employer's National Insurance Contributions) were £104,345 (2023: £95,776).

13. Tangible fixed assets

	Fixtures & fittings £	Total £
Cost		
At 1 April 2023 and 31 March 2024	70,579	70,579
Depreciation		
At 1 April 2023	64,318	64,318
Charge for the year	2,584	2,584
At 31 March 2024	66,902	66,902
Net book value		
At 31 March 2024	3,677	3,677
At 31 March 2023	6,261	6,261

14. Intangible fixed assets

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

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024 (continued)

	Software £	Total £
Cost and accumulated amortisation		
At 1 April 2023 and 31 March 2024	25,992	25,992
Net book value		
At 31 March 2023 and 31 March 2024	-	-

15. Debtors

	2024 £	2023 £
Amounts falling due within one year		
Trade debtors	18,966	8,200
Prepayments and accrued income	1,385	2,445
Other debtors	11,700	11,700
	32,051	22,345

16. Creditors

	2024 £	2023 £
Amounts falling due within one year		
Trade creditors	7,919	2,941
Social security and other taxes	5,610	6,630
Accruals and deferred income	13,500	41,000
Other creditors	1,254	2,578
	28,283	53,149

17. Restricted Funds

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

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024 (continued)

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 2023/24				
Balance at 1 April 2023 £	Income £	Expenditure £	Transfers between Funds £	Balance at 31 March 2024 £
17,976	107,627	(92,594)	-	33,009
2,625	7,000	(6,625)	-	3,000
20,601	114,627	(99,219)	-	36,009

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.

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 2023/24				
Balance at 1 April 2023 £	Income £	Expenditure £	Transfers between Funds £	Balance at 31 March 2024 £
77,850	-	-	-	77,850
77,850	-	-	-	77,850

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

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

Trustees' Report and Accounts

Notes to the Accounts for the year ended 31 March 2024 (continued)

19. Endowment Funds

The income funds of the charity include endowment funds comprising of the following unexpended balances:

	Movement in funds 2023/24			
	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers between Funds £
Edward Gostling fund	-	120,000	-	-
	-	120,000	-	-

The endowment fund was provided by The Edward Gostling Foundation to help the charity provide educational and other relevant related services to children with cerebral palsy and associated disabilities and their parents and carers.

20. Commitments under operating leases

At 31 March 2024 the company had total commitments under non-cancellable operating leases as follows:

	Land & buildings 2024 £	Land & buildings 2023 £
Expiry date:		
Within one year	34,850	48,300
Between two and five years	-	36,900
	34,850	85,200

During 2016 the Charity took out a 5-year lease on premises at Holmsted Farm Cuckfield. The lease was extended from December 2021 for a further 3 years.

Total lease payments recognised as an expense in the year amounted to £47,800 (2023: £48,400).

21. Related Party Transactions

There were no related party transactions in 2024 or 2023

22. 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.

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