



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	6	April	2022		5	April	2023

## Section A Reference and administration details

<b>Charity name</b>	HARLOW STROKE SUPPORT - REHAB CENTRE		
<b>Other names charity is known by</b>			
<b>Registered charity number (if any)</b>	1099071		
<b>Charity's principal address</b>	GREAT PARNDON COMMUNITY ASSOCIATION		
	ABERCROMBIE WAY		
	HARLOW, ESSEX		
	<b>Postcode</b>	CM18 6YJ	

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	MARK CADMAN	CHAIR		
2	DAVID ELSON	VICE CHAIR		
3	JACQUELINE POOK	TREASURER		
4	ANGELA CAISTOR	SECRETARY		
5	SUE La ROCHE			
6	CATHY KERRIGAN			
7	LISA CARR			
8	LISA WALLACE			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

CONSTITUTION

How the charity is constituted  
(eg. trust, association, company)

ASSOCIATION

Trustee selection methods  
(eg. appointed by, elected by)

ELECTED AT ANNUAL GENERAL MEETING

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Harlow Stroke Support-Rehab Centre consistently update policies and procedures in line with new and relevant guidance. All amendments and new guidance are reviewed, agreed and signed by all trustees.

We work closely with local NHS stroke care providers including local hospitals to ensure we reach as many stroke survivors as possible.

Trustees meet on a monthly basis.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The charity's objects are for the public benefit to promote and protect the physical and mental health of stroke survivors, their carers and family members. We achieve this through the provision of non-medical rehabilitation, information, advice, support and recreational & social activities.



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

We undertake home visits to stroke survivors as soon as possible after hospital discharge to assess the individual support needed. This includes help with benefits, form filling, home help and carers. We help with contacting relevant agencies such as DWP, Wiltshire Farm Foods and Social Services. Our home support continues for as long as a member requires it. Once people are ready, we encourage attendance at one or more of our Rehab sessions.

Our chair-based exercise classes have been very beneficial to our members as it caters for all abilities, including wheelchair users, this has helped gain confidence and keeping muscles moving.

We have introduced a singing session this year which has been a great addition to our regular rehab sessions and our attendees have thoroughly enjoyed them and has helped with confidence and also includes breathing techniques too.

We have been holding monthly meetings for carers, to allow them to discuss and ask questions together, this has been very helpful, and it is good for them to see some of the struggles they have been experiencing has also been issues for others too.

We have continued to run and maintain our own minibus which will be used to transport people to groups and for outings.

All our trustees are aware of the guidance on public benefit and follow this when making decisions that impact on the operations of HSS-RC

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our committee and Trustees are made up of stroke survivors, carers and people involved in the stroke journey.

A number of our members also volunteer to help at groups by welcoming new members, chatting, making drinks and providing support to group leaders so no-one is left out.

**Section D**

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

Our main achievements for 2022 - 2023 are:

Our membership is now 487 members, including carers.

We currently have 45 new members join this year.

We made 46 visits to members ensuring their social contact was maintained.

**Section D****Achievements and performance**

We conducted surveys with our members we asked them how they felt before coming to meetings and reviewed after a year of attending sessions.

65% stroke survivors said their Confidence & Self Esteem was very low before attending and in the review after a year this had fallen to 7%. 66% of stroke survivors said they felt isolated and lonely in the initial evaluation and when we followed this up that figure had fallen to 10%. We asked our members how much understanding they had about the effects of a stroke and less than 10% said they had any knowledge, after the follow up this had raised to 84% having a good or ok understanding.

We have done various outings and events this year including, Boat trips, Jubilee celebration and coronation party, plus outings in the community to help build confidence and gave stroke survivors the opportunity to get involved in these community events.

**Section E****Financial review****Brief statement of the charity's policy on reserves**

Our reserve fund is set at six months operating costs plus statutory redundancy pay. This is mostly invested in an account agreed by the trustees. For 22-23 this is £44,027 operating costs and £19,555 for statutory redundancy. The amount is restricted and can only be used for reasons specified and must be agreed by all trustees. The amount held is reviewed yearly and amended to ensure it is sufficient to cover unexpected gaps in funding for a short period or to enable HSS-RC to close in line with regulatory guidance.

Our reserves policy is also reviewed to ensure it continues to meet Charity Commission guidance and statutory requirements.

We have £15,114 setback for maintenance and running costs of the minibus to ensure we can continue to provide this service.

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**



You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our principle funders for 2022 - 2023 are  
Big Lottery;  
Harlow Council;  
Essex Community Foundation;  
Charles French;  
FSJ Trust

We also raised £20,493 locally by fundraising, donations and bank interest.

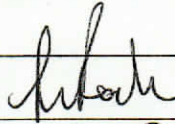
## Section F Other optional information

There is no Stroke ward at our local hospital with patients being taken to Romford, Stevenage or Chelmsford for acute stroke care with longer term rehabilitation provided in Epping. We continue to maintain our links with Queens Hospital in Romford and when possible, we visit Beech Ward at St Margaret's in Epping to build rapport, and see patients to let them know what support is available when leaving hospital.

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	M Cadman	
Full name(s)	MARIE CADMAN	See La Roche
Position (eg Secretary, Chair, etc)	CHAIR	Trustee
Date	12/06/2023	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	No (if any)
Harlow Stroke Support - Rehab Centre	1099071

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	4/6/2022		4/5/2023

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Big Lottery		54,778	-	54,778	-
Harlow Council		3,000	-	3,000	-
Essex Community Foundation		6,600	-	6,600	-
Charles French		2,000	-	2,000	-
FSJ Trust		2,000	-	2,000	-
Local Fundraising and Donations	20,493		-	20,493	-
Bus Money	-	2,153	-	2,153	-
Bank Interest	-	285	-	285	-
<b>Sub total</b> (Gross income for AR)	20,493	70,816	-	91,309	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	20,493	70,816	-	91,309	-
<b>A3 Payments</b>					
Salary / NI	-	58,276	-	58,276	-
General Running Expenditure	1,325	12,666	-	13,991	-
Information / Publicity	-	1,164	-	1,164	-
Volunteer Costs	-	-	-	-	-
Staff Travel	-	360	-	360	-
Transport / Bus	-	4,255	-	4,255	-
Training	-	250	-	250	-
Sessional worker / carer	-	4,955	-	4,955	-
Evaluation and consultancy	-	14,282	-	14,282	-
<b>Sub total</b>	1,325	96,209	-	97,534	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	1,325	96,209	-	97,534	-
<b>Net of receipts/(payments)</b>	19,169	- 25,393	-	- 6,225	-
<b>A5 Transfers between funds</b>	- 14,500	14,500	-	-	-
<b>A6 Cash funds last year end</b>	27,795	163,341	-	191,135	-
<b>Cash funds this year end</b>	32,463	152,447	-	184,911	-

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current Account	32,463	88,965	-
	Deposit account Reserve Fund	-	44,027	-
	Deposit account (stat redundancy fund)	-	19,555	-
	Deposit account HSBC		64	
	<b>Total cash funds</b>		<b>32,463</b>	<b>152,610</b>
	(agree balances with receipts and payments account(s))	OK	Agreement Error	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Mini bus for members transport	Restricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees				
Signature		Print Name	Date of approval	





Section A

Independent Examiner's Report

Report to the trustees/  
members of

HARLOW STROKE SUPPORT - Rehab Center

On accounts for the year  
ended

5/4/23

Charity no  
(if any)

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

K Bartlett

Date:

12-6-23

Name:

Karen Bartlett

Relevant professional  
qualification(s) or body  
(if any):

Director of A.P.C.A

Address:

ABERCROMBIE WAY

HARLOW

ESSEX CM18 6YT