



British**Polio**
Fellowship

2020

Trustees' report and financial statement

for the year ended
31 December 2020

Living with the late effects of
polio and post-polio syndrome (PPS)
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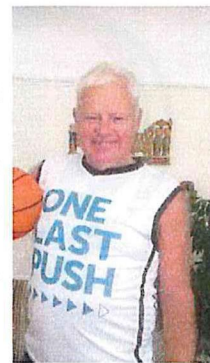
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NATIONAL CHAIRMAN'S REPORT 2020

This report covers the period from 1st January 2020 to 31st December 2020. However, for context, some overlap information will be used.

The year began with dark skies looming from the east with the news that Covid-19 was spreading rapidly across East Asia and onto countries across the globe, so this threat was becoming a reality that we in the UK would soon have to face.

The impact of Covid-19 on us within the BPF has been immense and subsequently underlies most of our activities during 2020.



Financial Highlights

Some key decisions were taken by the Board to change how we operated and used our finances more effectively. One significant change was to start the process of redesignating some restricted funds into accessible funds. For example, it was evident the Roosevelt Memorial Fund was not being used as intended (with low take up rates from membership) and was accumulating year on year, so the Board began the process of changing this position. First, trying to contact the original donors. Second, informing the Charity Commission of our intentions and under the Commission's recommendation, seeking legal advice. This process was completed in 2021, with the fund now available both for its original intended use and for the BPF's wider activities.

Covid-19 had an impact on the global financial markets. This affected our investments considerably with quite a dramatic decline in their value. This highlighted our vulnerability to market change. However, our fears were alleviated when the markets began to recover in the latter part of 2020 and have now mostly reached and even surpassed their previous value.

Covid-19

As Covid-19 spread across the world, our members became increasingly concerned of the impact on them. As a result, an extraordinary Board Meeting was held at the National Games in March 2020 to advise all members to cease Regional, Branch, and Group Meetings hence forth.

We gained no comfort to hear the government just a couple of days later introduce lockdown. The impact of lockdown has proved to be significant in so many ways to all of us and in the running of the BPF.

The cessation of live meetings meant that we have had to find ways to overcome this problem. Our staff at Central Office could no longer meet as a team together, so, on an individual basis they have continued to staff Central Office including opening the post and answering the phone. The Support Services team have mostly worked from home to provide and continue this service. Our Finance team have also mostly worked in the office, again to maintain our operational and financial advice and service. Our Operations team have worked from home and the office to ensure operations continue such as setting up Zoom Board Meetings, Staff Meetings and helping members across the country set up their own Zoom Meetings.

It is a credit to the dedication of our staff that throughout the pandemic we have been able to maintain a service to our members. So a very special thank you to them is given.

The Board

I began the year as Vice Chairman but was delighted and honoured to have been elected Chairman at our AGM in September 2020. Further Board changes included the introduction of 4 new Board members and the departure of our former Chairman David Mitchell and Archie Leyden, one of our long-time serving trustees. Special thanks are given to them for their dedication and hard work for the BPF.

The current Board of Trustees comprises a cross section team full of experience and expertise in their relevant fields. We began the process of formulating a Strategic Plan for the future of the BPF and this work continues into 2021. I am pleased that Board Meetings have continued throughout the year in the format of Zoom Meetings.

Members

It is the members who are the BPF, so every decision that is taken and reached is in the interests of the membership. While the Board has been elected by the members to serve them and to oversee the running of the fellowship, it is the members views and

aspirations that we are seeking to maintain or implement. A number of ways to achieve this have been introduced or improved. Lockdown has prevented individual contact in most scenarios, but contact has been maintained by the Bulletin, telephone, mail, internet, and in particular the use of Zoom Meetings.

Conclusion

This year has proved to be one of the most difficult periods we have ever had to face due to Covid-19. For many of us, this has brought back so many memories of those times when we first contracted polio. The similarities between the two times are quite startling. Fear of the unknown affects, fear when our parents and loved ones couldn't come into contact with us. Fear when we were put into isolation. Fear when everyone around us were in protective masks, hats, gowns, and boots. I am sure you can recall other aspects too. So, this is just one area where many of us, our family and friends can share our memories and continue our friendship and association being part of The British Polio Fellowship.

Andy Gilliland
July 2021

Operations Director Report

As I reflect on 2020 it seems like a terrible cliché to say it was a seismic and/or an unprecedented year. I started the year, raring to go and the first three months looked like another exciting year for the Fellowship. I was not wrong, but I could not have predicted how the year ahead would develop.

As the Covid-19 virus started to grip the world, all of us at Central Office looked on with growing anxiety. We went ahead with the Indoor Games in March, and I feel we were very lucky to come away from that event with no reported cases of Covid-19. It was another amazing event despite a reduction in numbers. However, a week after that the country went into lockdown and everything changed. We quickly adapted systems to enable the team to work from home and I am proud of the team and how we rallied together. The polio community needed us more than ever through this pandemic and it is a massive achievement for us that we continued to be here for people who needed us through this turbulent period. As I write this nearly 18 months later, we are still living with some lockdown measures, and we continue to work together as a team. Special thanks go to Dawn who is the glue that has helped make all this work.

Some highlights for me. I was really pleased to welcome a new Board in September 2020 and 4 new Board members to the group; it feels like a really exciting time to be working at the Fellowship. Other highlights include hearing stories from members about how Support Services have helped, Matthew's hard work in securing funding from the National Lottery Reaching Communities fund, the start of online events for the Fellowship, looking at the strategy with the Board, and many, many more.

Finally, I would like to thank you all for continuing to support us and being patient with us. I would like to extend even warmer thanks to all our wonderful volunteers (Trustees included) across the country which helps the Fellowship to carry on doing its important work.

Kripen Dhrona
July 2021

Reference & Administrative Details
For the year ending 31 December 2020

The British Polio Fellowship is the largest charity in the UK supporting people with polio and post-polio syndrome (PPS). We were founded in 1939 by and for people with polio and continue to provide information and support to people with polio and PPS, their families and healthcare professionals. Administrative details of The British Polio Fellowship for the year to 31 December 2020 were as follows:

Registered Company number
5294321 (England and Wales)

Registered charity number
1108335 (England and Wales)
SC038863 (Scotland)

Patrons

Lionel Blair
Dr Moira Anderson, OBE
Michael Cassidy, CBE
Baroness Fookes of Plymouth DBE DL
Joe Fisher MBE
Hannah Gordon
Julian P Harriss BSc, MSc, MD, FRCP (Camb)
Dr Robin Luff. MBBS FRCP FRCS BSc
Prof Steve Sturman Mbch, FRCP UBH
The Countess of Verulam
Jonathan Cavendish
Rehman Chishti MP
Richard Scudamore CBE
Alex Neil MSP
Mark Isherwood AM

Ambassadors

Julia Roberts
Anne Wufula Strike
James Crisp
Prof Gareth Williams, MA, MD(Cantab), ScD, FRCP(Edin)
Colin Powell (Rotary Liaison Ambassador)

Bankers

National Westminster Bank PLC
Head Office
21 Lothbury
EC2P 2BP

Solicitors

Russell-Cooke
2 Putney Hill
Putney
London
SW15 6AB

Central Office

CP House
Otterspool Way
Watford
WD25 8HR

National Officers – up to September 2020

David Mitchell	National Chair
Andrew Gilliland (Andy)	National Vice Chair
Aidan Linton-Smith	National Treasurer

Other Trustees

Archie Leyden
Gwenda Cope – up to March 2020
Terence Blackman
Jerry Hutchinson
Gordon Richardson

National Officers – from September 2020

Andrew Gilliland (Andy)	National Chair
Gordon Richardson	National Vice Chair
Terence Blackman	National Treasurer

Other Trustees

Aidan Linton-Smith
Jerry Hutchinson
Frances Quinn
Linda Davis
Sue Brown
Manojkanth Somasundaram (known as Manoj Soma)

Chief Executive

Kripen Dhrona (Director of Operations) and Dawn Grafetsberger (Finance and Office Manager) are the senior Management team and carrying out the duties which would usually fall under the remit of a CEO.

Company Secretary – Dawn Grafetsberger

Independent Examiners

Azets Audit Services Limited
Ashcombe Court
Woolsack Way
Godalming
Surrey
GU7 1LQ

Investment Managers

Charles Stanley & Co
25 Luke Street
London
EC2A 4AR

Reference & Administrative Details
For the year ending 31 December 2020

Expert Panel

The Expert Panel members who served during the period are:

Dr Ruth Bridgens MSc, PhD	Medical Sociologist
Ms Alex Curtis CSP, BSc,	Senior Rehabilitation Physiotherapist, the Lane Fox Unit, London
Mrs Alison Farrugia	Member British Polio Fellowship
Dr Marek Fabrowski MRCPGMB ChB (Hons) MSc BA (Hons)	Primary Care Doctor
Andy Gilliland (until Sept 2021)	Trustee British Polio Fellowship
Dr Julian Harriss BSc, MSc, MD, FRCP (Camb)	Consultant Lane Fox Unit – Chair of the Panel
Dr George Kassianos MD, FRCGP, FESC,	GP, spokesperson on vaccination for the DRCOG, LRCPS, LRCS, LRCP, FFTM RCPS RCGP
Ms Jeong Su Lee MRes BSc London	Senior Specialist Occupational Therapist, Lane Fox Unit,
Dr Eliekar Okirie	Consultant in Neurological Rehabilitation Coventry & Warwick University Hospital
Dr Frances Quinn MSc PhD	Trustee and Member British Polio Fellowship Vice Chair of the panel
Jan Clarke	Consultant Nurse for MND, UCLH Royal College of Nursing Representative
Dr Ros Sinclair MSc, PGCE, MBA, D.Ed	Chartered Psychologist
Prof Steve Sturman MBChB (Hons), FRCP	Consultant in Neurology & Rehabilitation Medicine, UBH, Birmingham
Mrs Glenna Tomlin	Polio Survivors Network
Dr Simon Shaw, BMBch (Oxon) Ma (hons) MRCPE MRCPC FEBPRM	Consultant Rehabilitation Physician

**Report of the Trustees
For the year ending 31 December 2020**

The Trustees of The British Polio Fellowship present their report, together with the accounts for the year ending 31st December 2020. This includes the administrative information and list of the charity's Trustees set out on page 3.

The Constitution and Objects

The Fellowship was formed in 1939 under the name of the Infantile Paralysis Fellowship. The original Trust Deed was dated 29th January 1939 and an amended Trust Deed was approved on 17th April 1953. The Fellowship became incorporated on 12 March 2005 and we are now governed by our Articles of Association which were reviewed and updated in March 2014. The Fellowship is a registered charity in England and Wales and also registered as a charity in Scotland.

Objects for Public Benefit

It is estimated that there are many thousands of people in the UK who have had polio. The objects of the company are the relief of persons who have had or may yet have polio and PPS or associated ailments in particular, but not exclusively by:

- (a) assisting them to take their full integrated part in the life of the community;
- (b) offering help, advice, information, holiday accommodation (if possible) and support (financial or otherwise) to such people resident in the UK; and
- (c) liaising with similar groups worldwide to receive and disseminate information and expertise.

Purpose and Mission

In April 2018 the Board determined the following objectives considering the ongoing difficulties facing the charity:

- A support organisation for members, social welfare information and advice;
- The provider of grants/funds e.g. heating, holidays, welfare and mobility etc;
- A campaigner to raise awareness of PPS by ourselves or in partnership with others e.g. education of the medical profession via the Expert Panel; and
- A campaigner to promote accessibility for travel by ourselves or in partnership with others.

These objectives continued to be the same through 2020. However, the Board and senior management are currently reviewing the overall strategy of the Fellowship and the above objectives may change as a result.

Structure, Governance and Management

The Board consists of the Trustees of The Fellowship. Because of incorporation, Trustees are also directors of the charitable company. The Trustees who meet at least 6 times a year are elected by a national ballot and serve for a period of 3 years. Nominations for Trustees only come from within the membership of The Fellowship and our intention is that at least 75% of the Board should be people who have had Polio. Trustee training is on-going, and Trustees have confirmed their understanding of the responsibilities and the importance of their strategic role in the future well-being of the Fellowship. Gwenda Cope stepped down in early 2020 so there were 5 positions available on the board. In September 2020, Andy Gilliland was voted back in and 4 new trustees joined the board at this time (Frances Quinn, Linda Davis, Manoj Soma and Sue Brown). The Board also elected to co-opt Terry Blackman at this time making a 9 person board.

Report of the Trustees (continued)
For the year ending 31 December 2020

2020 MAIN PRIORITIES

The Covid-19 pandemic made 2020 an extremely challenging year. Our main priorities were to continue to secure a stable future for The Fellowship and to support members in the best way possible while responding to the new conditions created by the coronavirus.

Main Tasks

In 2020 the Fellowship sought to:

- Adapt its working practices to ensure our services were maintained as the pandemic took hold
- Work towards a 'steady state' financial position
- Continue to seek the views of members on the development of the organisation
- Engage with members across the UK to help re-energise the Fellowship
- Continue to provide the bulletin four times a year
- Review income and fundraising
- Review the marketing and campaigning strategy
- Maintain Support Services and where possible develop this service
- Restart work with the Expert Panel and identify opportunities from the Panel
- Develop links with European & international colleagues
- Develop further awareness around PPS

Main achievements

Through the year we maintained a very good level of service despite the challenges the pandemic presented us. We also managed to continue to secure funding for our work and a welcome boost was received from a government-backed National Lottery award of £100,000. The commencement of online events to bring people together is another big achievement.

AIMS AND OBJECTIVES

Our objectives have not changed from 2018 and are set out on page 5. Our overall aim is to enable members to live full, independent, and integrated lives. Key factors in this are support for the regional and branch network, a continued support services helpline, our grants program, and involvement in marketing campaigns with partner organisations to raise awareness of issues effecting polio survivors' lives. This will be revised on a regular basis, to ensure effectiveness and will be mainly measured through qualitative feedback from membership. Services offered are reviewed at board meetings. In recent years, the biggest challenge in meeting the above has been to ensure sufficient working capital is generated to meet the Fellowship's obligations and running costs. Although this was managed in 2020, this challenge will remain for future years.

CAMPAIGNING

Objective

To carry out appropriate campaigns for the benefit of members and to maximise publicity opportunities to continue to raise the profile of the Fellowship. To identify appropriate partners to achieve this with.

DEVELOPMENT

Objective

To ensure sufficient funds are available for the Fellowship to realise its mission and that membership issues are dealt with efficiently.

MEMBERSHIP

Objective

To provide an efficient and timely response to enquiries and to support individual members, Regions, Branches and Groups in the provision of membership services.

Report of the Trustees (continued)
For the year ending 31 December 2020

SUPPORT SERVICES DEPARTMENT

Objective

To provide a high quality and accessible information, welfare, and support service to meet the needs of those who require it.

HOLIDAY GRANTS

Objective

To provide a valuable resource to members and groups of members to enable them to have a good holiday in appropriate accommodation at an affordable cost.

STRATEGIC ALLIANCES

Objective

To make meaningful links with national and international organisations dealing with Polio and PPS including sharing knowledge and expertise. This task is managed and handled by Central Office under the guidance of the Director of Operations.

EXPERT PANEL

Objective

The Board of Trustees recognises the valuable work of the Expert Panel. Due to the turmoil throughout 2018 the work of the Panel was suspended. The Panel met again in May 2019 and are finding a way forward through 2019 and 2020. The panel have recently released updated versions of the fact sheets, provided much needed information on Covid-19 and Polio, and further information on the vaccines. The Panel is now looking at future projects and these will be developed through 2021 and beyond.

1. Support Services Department

The work of the Support Services department is a core fundamental service offered to members and our staff deal with a myriad of different issues via phone and email. These include:

- benefits advice
- living with the late effects of polio and PPS
- disability issues
- problems with orthotics
- travelling problems and Blue Badge issues
- raising awareness amongst the medical community
- sourcing products such as mobility aids
- mental and health wellbeing

Support Services also maintain the membership database and ensure Regions, Branches and Groups are supported with member lists and information.

Another core function of the department is to administer welfare grant payments. Only 9 Mobility grants were paid in 2020 totalling £4,165, from the Roosevelt Memorial Fund, however the Board confirmed they wish to see this fund more widely promoted in the bulletin. The grant amount has been raised from up to £350 to £500.

At the beginning of 2018 Support Services consisted of 1 full time member of staff and 3 part time team members (1 benefits advisor). They reported directly to the Head of Support Services. Since August 2018, this has been reduced to 2 part time team members. They both report to the Director of Operations, who guides and supports them. Both take equal responsibility for the department's work and have a strong working partnership. They continue to provide a high level of services to polio survivors as needed. At the time of writing this report the Support Services department and the Fellowship have been additionally kept busy helping members deal with the implications of Covid-19.

Report of the Trustees (continued)
For the year ending 31 December 2020

The pandemic has had a significant impact on our members, many of whom have had a need for extra support and help to manage. Some of this help includes:

- 1) Many members have had difficulty getting on the shielding list and the team have assisted to enable this to happen.
- 2) Further benefits assistance.
- 3) Dealing with further isolation and mental health issues.
- 4) Coping with anxiety around Covid-19. This current pandemic has brought back memories of the polio outbreaks.
- 5) Warnings relating to Covid-19 scams and frauds.
- 6) Assuring members (as far as we are qualified to do so) with regard to some of the frightening false news and bogus cures for coronavirus.

The phone lines continue to operate between the hours of 10:00 – 15:00 as introduced in May 2018. This means that the teams have enough time to follow up any queries and work resulting from members emailing and calling in.

2. Membership

The membership fee has been set at £30 per year for individual membership and £45 for family membership. This regular income has been a lifeline for The Fellowship and has enabled us to keep going whilst other funding was being sought to supplement this revenue stream. The Board acknowledges that the re-introduction of the fee after a long period of free membership could have been handled better. In response to this, and in order to clarify the current situation with regard to membership, a formal membership policy was released in 2020, which was approved at the 2020 AGM.

The Trustees and Management team will continue to look at how to develop membership in the future.

Membership at 31 December 2019:	2,067
Membership at 31 December 2020:	2,153
Membership to date for 2021 (June 2021)	1,615

(N.B. We are encouraged by the 2021 membership figure, and we are confident membership payments will continue to come through the year and a final membership figure will be published in next year's report.)

3. Fundraising

We had a major success in securing a £100,000 grant from the government-backed National Lottery Community Fund to support our response to Covid-19. However, other sources of income have declined – for example trusts donated £28k in 2020 compared to £47k in 2019.

The following trusts and organisations supported the work of The British Polio Fellowship with very generous grants:

Sobell Foundation
The Julia Wood Charitable Trust
The Fitton Trust
Irving Memorial Trust Fund
Frank Litchfield General Charitable Trust
The Grey Court Trust
Marsh Christian Trust
Zedra Trust
Miss A B Pollen Trust
The Lynn Foundation
Sir John Sumner's Trust
Christopher Laing Foundation
Ann Jane Green Trust
Julia Mary Wood Charitable Trust

Report of the Trustees (continued)
For the year ending 31 December 2020

Slater Trust Limited
The Rind Foundation
Sir John Eastwood Foundation Trust
Catherine Cookson Charitable Trust
Thomas Sivewright Catto Charitable Settlement
The Astor Foundation funds
The Peter Harrison Foundation
Florence Turner Trust

A total of 22 trusts supported the work of The British Polio Fellowship throughout 2020.

4. Legacies

Legacy income saw a drop in 2020 to £81k from £153k in 2019. This source of income was £407k in 2016 (as a comparison). This continues to demonstrate the unpredictable nature of legacies and the need for a prudent approach in budgeting for this income.

Furthermore, on most occasions there is a significant delay between notification of a potential legacy and the actual receipt of funds, and this length of time can also be unpredictable.

5. Marketing and Campaigns

The 2019 report highlighted that we are now conducting all marketing and campaigning in-house. The challenges presented by a small team and lockdown has resulted in very little marketing activity being carried out. We have done some reactive work in this area.

We continue to seek out partnerships we can jointly campaign with to extend our reach and more can be done in this area with organisations such as Rotary, Small Charities Coalition, The Neurological Alliance, and The National Neuro Advisory Group, among others. Towards the end of the year, we also started to develop a tri-party relationship with Rotary GB & I and Carers UK, which will hopefully develop through 2021.

Our website continues to be developed in house with regular changes and updates. We also post regular updates on social media.

The new Board are looking at how we can enhance and further our Marketing work going forward. Member feedback indicates the polio community wishes the fellowship to be a thought leader and a leader on raising the issues that matter to polio survivors at a national level.

6. The Expert Panel

The Expert Panel first met in November 2012 and has developed as a source of expertise since then. In 2016 the Chair presented amendments to the terms of reference around the frequency of meetings and the function of the panel. Previously the panel had been engaged in the creation of guidelines for the management of PPS. This was following success in getting a PPS diagnostic pathway onto the map of medicine. This was reviewed in late 2013 and republished in 2014.

Post-polio syndrome – a guide to management for health care professionals was published in 2016 aimed at addressing different aspects of PPS management and establish best practice.

Due to already documented issues the work of the panel was postponed in 2018 and only re-instated in May 2019. Following this the panel started to address various matters, such as re-evaluating the factsheets, starting to look at member issues such as isolation and diagnosis issues.

The Panel have done excellent work around Covid-19 help for members, which will be further reflected in the 2020 report.

Report of the Trustees (continued)
For the year ending 31 December 2020

7. Holidays

The Holiday Programme continues to be a popular member benefit, providing information on travel-related matters and enabling people to go on holidays that otherwise they would not have been able to take. During the year, Central Office awarded grants to 14 individual members totalling £4,005. The Fellowship continues to receive very positive feedback from members on their holiday experiences, which is shared with other members through articles in the Bulletin. The Fellowship remains extremely grateful to the Scudamore family for their support and funding.

Following the sale of Burnham Bungalow in June 2018, we have been sign-posting members to accessible holiday lets across the UK.

8. Staff and Remuneration

In January 2020 a new apprentice joined the Fellowship, and our Marketing intern left the organisation in the Summer. Staffing levels stayed the same through the rest of the year.

In March 2020 following the announcement of lockdown by the government the team started to work from home with measures put in place to enable everyone to be able to do this as effectively as possible. The Finance and Office Manager started to come into the office almost on a full-time basis. Through lockdown we followed guidelines and restricted numbers in the office to enable effective social distancing. Summer 2021 will see the team adapting to coming back to office working and the Board have approved agile working for the team, which will be reflected in next year's report.

Our approach to remuneration is designed to make sure we attract and retain the talented and motivated people we need to achieve our mission and deliver our strategic goals. The full Board functions as The Fellowship's Remuneration Committee, including review of the remuneration of key management personnel.

9. Branches

In addition to the valuable work of Central Office, the work of the Fellowship on the ground is carried out by our Regions, Branches and Groups, of which there are over 50. The Fellowship recognises the valuable contribution made by the many hundreds of volunteers who work in its Regions, Branches and Groups, without whom The Fellowship would not be able to deliver its services. With increasing age, disability, and the onset of PPS, it is becoming increasingly difficult for volunteers and the organisation recognises that in order to support its ageing membership a more localised support structure will need to be established. We will continue to support our members as we continue to develop our services and launch new Branches and Groups.

10. Risk Management

Following the measures taken in the past two years to secure a future for The Fellowship, the Board of Trustees continue to take a pro-active approach in terms of risk and continue to remain prudent in their approach to all matters financial. This approach is taken with any new contracts signed and all expenses are continually reviewed to ensure best value for money. With no more fixed assets for the organisation to rely on, the need to ensure sufficient working capital remains fundamental for the future.

Covid-19 has had a significant impact on all fundraising for the charity, as reflected in the reduced income from trusts noted above, although this was more than compensated for by the National Lottery grant. As restrictions are eased, fundraising will remain a challenge and a key part of our strategic review is focusing on how we aim to address this.

Initially during lockdown the stock market took a significant downturn, and our investments saw a significant reduction in value (around 20%). However, the market has more than recovered since then and by the end of 2020 our investments had seen a return of some 5%. The Board of Trustees are monitoring this situation along with the Finance Manager, with regular updates from our investment managers, Charles Stanley.

Report of the Trustees (continued)
For the year ending 31 December 2020

11. Plans for 2021

As with our targets with 2020, the plans for 2021 are very much based on a realistic understanding of our current means and the continued need for caution in all we do. Our primary focus remains on core membership services.

- To meet all the challenges presented by Covid 19, including finding ways to work to ensure that we continue to be there for Members at a time of uncertainty for all.
- To complete a strategic review and develop a new strategy that addresses our opportunities and challenges in the medium term.
- Adapt all fundraising plans in line with a changing landscape due to lockdown and the coronavirus.
- To continue to encourage members to embrace the new annual subscription.
- To continue our links with medical bodies and to raise awareness of PPS as much as possible with the limited resources available.
- To continue our membership of the European Polio Union. A total of 19 countries are now involved with invitation to join extended to 5 more Eastern European states. PPS research and awareness are paramount.
- To continue printing 4 seasonal issues of the Bulletin.
- To become more vocal and active regarding the problems of travelling with a disability, blue badge abuse parking on pavements, "Bay Watch" etc. To monitor the mobility scheme. Again, as and when possible.
- To support and appreciate all that is done by officers, members, and non-polio volunteers in Regions/Branches/Groups (not forgetting the support of Central Office members).
- To ensure the Fellowship continues to be GDPR compliant.
- To update our membership figures and details and give groups and branches any new altered information.
- To seek to ensure the ongoing viability and success of the Indoor Games.
- With the ending of our PR company contract, to make sure we use in-house resources to capitalise on marketing and publicity opportunities.
- To continue to exercise prudence, using the excellent monitoring information provided by our finance manager.

12. Financial Review

We have had another year of comparatively good financial performance, following the challenges of recent years:

- The Fellowship made a surplus for the year of £127k.
- £1.98m of funds were carried forward into 2021.
- Further savings were achieved, successfully reducing expenditure from just over £547k in 2019 to £409k in 2020.
- There was a positive cashflow of over £8k.

However, as with 2019, there remain some key issues to be addressed:

- Income has continued to fall, from £546k in 2019 to £479k in 2020.
- Staffing is at the minimum level for The Fellowship to provide an effective service to its members.
- Of the total available funds of £1.9m, £1.2m was designated as Loan Units held by regions, branches and groups, with £0.4m in the restricted funds category, both of which are currently being deployed at a fairly slow rate while centrally provided services remain under pressure.

Nonetheless the accounts represent a welcome consolidation of our financial position and reflect very well on the Central Office team's hard work throughout the year.

Report of the Trustees (continued)
For the year ending 31 December 2020

13. Reserves Policy

The Trustees have adopted a policy regarding reserves in accordance with guidelines issued by the Charity Commission. The policy ensures that we are able to meet all our current and future liabilities and is reviewed periodically by the Board of Trustees. As we are so dependent on legacies it is considered that the level of reserves needs to be adequate to maintain core activities and this should not fall below 12 months' operating costs (being approximately £500,000). Total funds held as at 31 December 2020 were £1,980,495 (2019: £1,853,101) of which £383,005 (2019: £387,212) was restricted.

14. Investment Policy

The Board agreed an updated Investment Policy in February 2021. In summary:

- The Fellowship has approximately £1.6m of reserves for investment. These consist of designated funds of £1.2m in the form of pooled 'loan units' of funds that have been collected by local groups, and £0.4m of restricted funds. The majority of these are invested for the long term to grow at least in line with inflation, with a small element of short term reserves which are invested emphasising certainty of value.
- The Fellowship seeks to produce the best financial return within an acceptable level of risk.
- The investment objective for the long term reserves is to generate a return in excess of inflation over the long term whilst generating an income to support the on-going activities of The British Polio Fellowship.
- The investment objective for the short term reserves is to preserve the capital value with a minimum level of risk. Assets should be readily available to meet unanticipated cash flow requirements.

Trustees have had the benefit of presentations by our stockbrokers and have re-examined our level of risk and strategy. They are content that the medium risk on a balanced portfolio is still the correct approach even in the current uncertain financial climate. The dividend income generated is used to produce financial returns for the charity.

Report of the Trustees (continued)
For the year ending 31 December 2020

16. Trustees' responsibilities

The trustees (who are also directors of The British Polio Fellowship for the purposes of company law) are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing 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 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions

17. Public Benefit Statement

The Trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties. The public benefit of the Charity's activities are outlined under 'Objects for public benefit' above.

.....*A. Gilliland*.....

Andy Gilliland
National Chairman

Date.....*24/7/21*.....

Report of the Independent Examiners to the Trustees of
The British Polio Fellowship

I report to the charity's trustees on my examination of the accounts of the company for the year ended 31 December 2020 which are set out on pages 15 to 31.

Responsibilities and basis of report

As the charity 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 the company'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 company's gross income exceeded £250,000 the 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 Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 that in any material respect:

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 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



.....
Alex Temlett CA ACA CTA
for and on behalf of Azets Audit Services Limited
Ashcombe Court
Woolsack Way
Godalming
Surrey
GU7 1LQ

Date



The British Polio Fellowship
Company No 5294321

The British Polio Fellowship
Statement of Financial Activities
(incorporating an Income & Expenditure Account)
for the year ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Incoming and endowments from				
Donations and legacies	5	184,125	16,678	200,803
Charitable activities	6	236,563	8,250	244,813
Investments	7	33,669	-	33,669
Other trading activities		-	-	-
Total Incoming Resources		454,357	24,928	479,285
Expenditure on				
Raising funds	8	48,860	-	48,860
Charitable activities	9	317,392	42,851	360,243
Total expenditure		366,252	42,851	409,103
Net gains/(losses) on investments	13	57,212	-	57,212
Net Income/(Expenditure) for the Year		145,317	(17,923)	127,394
Transfer between funds	19	(13,716)	13,716	-
Net movement in funds		131,601	(4,207)	127,394
Fund balances brought forward at 1 January 2020		1,465,889	387,212	1,853,101
Fund balances carried forward at 31 December 2020		1,597,490	383,005	1,980,495

The British Polio Fellowship
Company No 5294321

The British Polio Fellowship
Statement of Financial Activities
(incorporating an Income & Expenditure Account)
for the year ended 31 December 2019

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £
Incoming and endowments from				
Donations and legacies	328,700	32,049	-	360,749
Charitable activities	158,345	10,750	-	169,095
Investments	8,577	4,410	-	12,987
Other trading activities	2,740		-	2,740
Total Incoming Resources	498,362	47,209	-	545,571
Expenditure on				
Raising funds	61,852	-	-	61,852
Charitable activities	409,878	75,298	-	485,176
Total expenditure	471,730	75,298	-	547,028
Net gain on investments	38,589	-	-	38,589
Fair value gain on Investment Property	58,021	-	-	58,021
Net Income/(Expenditure) for the Year	123,242	(28,089)	-	95,153
Transfer between funds	14,800	132,200	(147,000)	-
Net movement in funds	138,042	104,111	-	95,153
Fund balances brought forward at 1 January 2019	1,327,847	283,101	147,000	1,757,948
Fund balances carried forward at 31 December 2019	1,465,889	387,212	-	1,853,101

The British Polio Fellowship
Company No 5294321

Balance Sheet
as at 31 December 2020

	Notes	Charity 2020 £	Charity 2019 £
Fixed Assets			
Tangible Assets	12	2,066	1,456
Investments	13	1,534,208	1,342,944
		<u>1,536,274</u>	<u>1,344,400</u>
Current Assets			
Debtors	14	73,198	127,197
Short term deposits	15	19,766	121,516
Cash at bank and in hand	15	449,199	339,033
		<u>542,163</u>	<u>587,746</u>
Creditors: Amounts falling due within one year	16	97,942	79,045
Net Current Assets		444,221	508,701
Total assets less current liabilities		1,980,495	1,853,101
Net Assets		<u>1,980,495</u>	<u>1,853,101</u>
Funds			
Unrestricted	19	1,597,490	1,465,889
Restricted	20	383,005	387,212
Total Funds		<u>1,980,495</u>	<u>1,853,101</u>

Approved by the Board and authorised for issue on 24/7/21

A. Gilliland
Andrew Gilliland, National Chairman

The British Polio Fellowship
Company No 5294321

Statement of Cash Flows
for the Year Ended 31 December 2020

	Notes	2020 £	2019 £
Cash flows from operating activities			
Net income for the reporting period as per statement of financial activities		127,394	95,153
Adjustment for:			
Depreciation charges	12	995	10,940
(Profit)/Loss on disposal of fixed assets		(57,212)	(96,610)
Dividends, interest and rents from investments		(33,669)	(12,987)
(Increase)/decrease in debtors		53,999	38,319
Increase/(decrease) in creditors		18,897	(55,187)
Net cash provided by/(used in) operating activities		<u>110,404</u>	<u>(20,372)</u>
Cash flows from investing activities:			
Dividends, interest and rents from investments		33,669	12,987
Purchase of property, plant and equipment	12	(1,605)	(357)
Proceeds from sale of fixed assets		-	1,429,500
Proceeds from sale of investments	13	7,848	29,062
Purchase of investments	13	(141,900)	(1,250,070)
Net cash provided by/(used in) investing activities		<u>(101,988)</u>	<u>221,122</u>
Change in cash and cash equivalents in the reporting period		8,416	200,750
Cash and cash equivalents at the beginning of the reporting period		<u>460,549</u>	<u>259,799</u>
Cash and cash equivalents at the end of the reporting period	15	<u><u>468,965</u></u>	<u><u>460,549</u></u>

Notes to the Financial Statements
for the year ended 31 December 2020

1 Principal Accounting Policies

1.1 General information and basis of preparation

The British Polio Fellowship is a company limited by guarantee, incorporated in England. The address of the registered office is given in the charity information on page 3 of these financial statements. The nature of the charity's operations and principal activities are set out in the Report of the Trustees.

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued in October 2019, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006, the Companies Act 2006 and UK Generally Accepted Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 Branches

The Fellowship has 53 regional groups and branches throughout the United Kingdom. All branches are unincorporated entities and operate under the authority of the Board of Trustees. Branch committees determine their own level of expenditure subject to the following limits, above which the approval of the Board of Trustees is required:

- in respect of welfare on any one person in any one year: £500 (£350 for a holiday grant)
- for any other object or project in any one year: £1,500.

1.3 Funds

Unrestricted funds are general accumulated funds available to the Fellowship for its general purposes and include funds designated by the Fellowship for a particular purpose, the use of such funds remaining at the discretion of the Fellowship's officers and Trustees.

Designated funds are unrestricted funds that the Trustees wish to set aside for a specific purpose. The value and use of the designated funds is determined by the board of Trustees. Once the specific purpose of the designated funds has been met, the Trustees will then transfer any remaining funds back to the unrestricted fund.

Restricted funds are funds subject to conditions imposed by the donor or by the specific terms of the appeal under which the funds were raised. The restrictive conditions are binding upon the Trustees of the Fellowship.

1.4 Income

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

**Notes to the Financial Statements
for the year ended 31 December 2020**

1.4 Income (continued)

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Income from endowment funds is recognised as restricted income.

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds includes of those costs incurred in attracting voluntary income and those incurred in managing the charity's investments.
- Expenditure on charitable activities includes those costs incurred by the charity in the delivery of its activities and projects. Welfare grants are awarded following assessment of individual needs of these affected by polio.

Irrecoverable VAT is included within support costs unless material in which case it is charged against the expense to which it relates.

1.6 Support cost allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

1.7 Tangible Fixed Assets

The cost of tangible fixed assets is their purchase cost or value at the date of acquisition together with any incidental cost of acquisition. The cost of tangible fixed assets excluding freehold properties is written off over their estimated useful lives having regard to their residual values.

The principal annual depreciation rates are based on:

Fixtures, fittings & equipment	20% of cost
Motor vehicles and caravans	20% of cost
Freehold properties	2% of cost

Notes to the Financial Statements
for the year ended 31 December 2020

1.8 Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SOFA if the shares are publicly traded or their fair value can otherwise be measured reliably.

1.9 Operating Leases

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

1.10 Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.11 Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. Including the impact of COVID 19, the Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient, combined with the level of reserves for the charity to be able to continue as a going concern.

1.12 Critical accounting judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, which are described above, the Trustees are required to make judgements, estimates and assumptions regarding the carrying amount of assets and liabilities that are not readily apparent from other sources.

The following are critical judgements that the Trustees have made in the process of applying the company's accounting policies and that have most effect on the amounts recognised in the financial statements:

Allocation of staff costs

Staff costs are allocated based on which department the employee works in between costs of raising funds and expenditure on charitable activities. However two members of staff work in both areas and therefore the costs for these employees were apportioned based on an estimation of time spent on each activity.

2. Grants Paid

Charitable expenditure amounting to £360,243 (2019: £485,176) shown in note 9 includes aggregate grants paid of £28,115 (2019: £37,227) to individuals. These grants are all approved in accordance with National Guidelines and cover such diverse needs as disability aids, heating grants, powered wheelchairs, adaptations at home, car deposits and car adaptations and specialised clothing and footwear. They make a massive and enabling difference to our members and others with polio.

3. Grant Commitments

There are no commitments to pay grants not otherwise included in these financial statements.

Notes to the Financial Statements
for the year ended 31 December 2020

4 Related party transactions and trustees' expenses

All but two Trustees are people with polio and their ability to travel is greatly hampered, resulting in high travel and accommodation costs involved in attending committee meetings. They were reimbursed for travelling and hotel expenses amounting to £2,415 (2019: £3,637).

No remuneration was paid to any trustee nor any person connected to them in the year.

5 Donations and legacies	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Donations, street collections, appeals and grants	103,136	16,678	119,814	206,824
Legacies	80,989	-	80,989	153,925
Total donations and legacies	184,125	16,678	200,803	360,749

6 Charitable Activities	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Membership	69,589	-	69,589	62,629
Burnham Holiday Home	-	-	-	368
Mezzanine Floor Rent Income	-	-	-	6,613
Contribution to welfare, social activities and Fellowship expenses	166,974	8,250	175,224	99,485
Total charitable activities	236,563	8,250	244,813	169,095

7 Investment Income	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Dividends	28,850	-	28,850	11,984
Bank Interest	4,819	-	4,819	1,003
	33,669	-	33,669	12,987

The British Polio Fellowship
Company No 5294321

Notes to the Financial Statements
for the year ended 31 December 2020

8	Expenditure on raising funds	Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	2020	2019
		£	£	£	£
	Allocated staff salaries (note 10)	26,217	-	26,217	34,642
	Investment management costs	9,740	-	9,740	6,519
	Costs of generating voluntary income	11,053	-	11,053	9,327
	Trading expenditure	1,850	-	1,850	11,364
		48,860	-	48,860	61,852
9	Expenditure on charitable activities	Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	2020	2019
		£	£	£	£
	Direct Costs				
	Socials, outings & holidays	37,572	16,379	53,951	122,551
	Sundries and other grants	9,374	6,441	15,815	27,507
	Heating Grants	-	12,300	12,300	9,720
	Expert & Orthotics Panel	55	-	55	282
	Bulletin and branch newsletters	50,243	7,731	57,974	59,869
	Welfare Information & Education	237	-	237	740
	Mezzanine Floor Costs	-	-	-	3,145
	Burnham Holiday Home	-	-	-	2,286
		97,481	42,851	140,332	226,100
	Support Costs				
	Allocated Staff salaries (note 10)	130,620	-	130,620	115,156
	Office costs	36,665	-	36,665	40,277
	Telephone, postage & stationary	5,599	-	5,599	9,392
	Depreciation	995	-	995	10,941
	Branch admin	492	-	492	2,238
	Other staff costs	56	-	56	(372)
	Insurance	5,080	-	5,080	6,266
	Bank charges	2,998	-	2,998	2,867
	IT Costs	8,552	-	8,552	8,751
	Travel	407	-	407	1,012
		191,464	-	191,464	196,528
	Governance Costs				
	Meetings and travel	2,612	-	2,612	5,199
	Legal and professional fees	15,582	-	15,582	9,805
	Audit Fees	10,253	-	10,253	20,615
	Property Sale Costs	-	-	-	26,929
		28,447	-	28,447	62,548
		317,392	42,851	360,243	485,176

Notes to the Financial Statements
for the year ended 31 December 2020

10	Staff Costs	Raising Funds £	Charitable activities £	Total Funds 2020 £	Total Funds 2019 £
	Wages and salaries	23,289	118,599	141,888	133,920
	Interim CEO Costs	-	-	-	410
	Social security costs	2,340	7,556	9,896	10,075
	Pension costs	588	4,465	5,053	5,393
		<u>26,217</u>	<u>130,620</u>	<u>156,837</u>	<u>149,798</u>

Staff costs have been allocated between costs of generating funds and charitable activities based on staff time. Remaining supports costs are all allocated to charitable activities.

No individual earned in excess of £60,000 per annum in the year (2019: none).

The average number of employees analysed by function was as follows:	2020	2019
Charitable services	2	2
Fundraising	1	1
Management and administration	<u>3</u>	<u>3</u>
	<u>6</u>	<u>6</u>

The key management personnel of the Charity comprise the Operations Manager and the Finance & Office Manager. The total employee benefits of the key management personnel of the charity were £82,526 (2019: £90,209).

11	Net Income/(Expenditure)	2020	2019
	Net Income/(Expenditure) are stated after charging:	£	£
	Auditors' remuneration:		
	Audit fee	-	20,615
	Other financial services	10,253	-
	Depreciation	<u>995</u>	<u>10,941</u>

Notes to the Financial Statements
for the year ended 31 December 2020

12	Tangible Fixed Assets	Fixtures, Fittings &	
		Equipment	Total
	Cost	£	£
	At 1 January 2020	27,830	27,830
	Additions	1,605	1,605
	Disposals	-	-
	At 31 December 2020	29,435	29,435
	Accumulated Depreciation		
	At 1 January 2020	26,374	26,374
	Depreciation on disposals	-	-
	Charge for the year	995	995
	At 31 December 2020	27,369	27,369
	Net Book Value		
	At 31 December 2020	2,066	2,066
	At 31 December 2020	1,456	1,456

All fixed assets are used for direct charitable purposes and administration of the charity.

Disposals

There were no disposals in 2020.

Notes for the Financial Statements
for the year ended 31 December 2020

13 Fixed Asset Investments

2020
£

Listed investments	1,534,208
	<u>1,534,208</u>

Listed investments

Investments held in portfolio	
At 1 January 2020	1,342,944
Additions	141,900
Disposals	(7,848)
Realised and unrealised gains	57,212
At 31 December 2020	<u>1,534,208</u>

All investments are listed on the London Stock Exchange.

The investment portfolio is invested in listed equities, fixed interest stock, mainly British Government funds, and investment and unit trusts.

The percentage invested in each category is:

Alternatives	14%
Cash	1%
Fixed Income	9%
UK Equity	24%
Mixed Investments	4%
International Equity	43%
Property	5%
	<u>100%</u>

Notes for the Financial Statements
for the year ended 31 December 2020

14 Debtors

	2020	2019
	£	£
Trade Debtors	482	482
Prepayments & accrued income	68,710	114,925
Other debtors	4,006	11,790
	<u>73,198</u>	<u>127,197</u>

15 Components of cash and cash equivalents

	2020	2019
	£	£
Interest bearing deposits	19,766	121,516
Bank current accounts	444,028	333,219
Cash	5,171	5,814
	<u>468,965</u>	<u>460,549</u>

16 Creditors: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	40,109	5,432
Accruals and deferred income	49,831	70,935
Taxation and social security	8,002	1,965
Other creditors		713
	<u>97,942</u>	<u>79,045</u>

Notes to the Financial Statements
for the year ended 31 December 2020

17 Analysis of Net Assets between Funds

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Tangible Fixed Assets	2,066	-	2,066	1,456
Investments	1,151,203	383,005	1,534,208	1,342,944
Current Assets	73,198	-	73,198	127,197
Cash at bank	468,965	-	468,965	460,549
Current liabilities	(97,942)	-	(97,942)	(79,045)
	<u>1,597,490</u>	<u>383,005</u>	<u>1,980,495</u>	<u>1,853,101</u>

18 Analysis of Movement in Funds

	Total £	Accumulated Fund £
Unrestricted Funds		
At 1 January 2020	1,465,889	1,465,889
Operating Surplus	88,105	88,105
Transfer	(13,716)	(13,716)
<u>Investment Revaluation</u>	-	-
Realised gains on investments	57,212	57,212
At 31 December 2020	<u>1,597,490</u>	<u>1,597,490</u>
Restricted Funds (Note 20)		
At 1 January 2020	387,212	387,212
Operating Deficit	(17,923)	(17,923)
Transfer between funds	13,716	13,716
At 31 December 2020	<u>383,005</u>	<u>383,005</u>
Roosevelt Endowment Fund	<u>-</u>	<u>-</u>
Total Funds at 31 December 2019	<u>1,853,101</u>	<u>1,853,101</u>
Total Funds at 31 December 2020	<u>1,980,495</u>	<u>1,980,495</u>

Notes to the Financial Statements
for the year ended 31 December 2020

	Balance at 1 January 2020 £	Movement in Incoming £	Resources Outgoing £	Transfers £	Balance at 31 December 2020 £
19 Unrestricted Funds					
Designated Funds					
Fixed Assets	1,456	1,604	(994)	-	2,066
Pat Parker Games Fund	-	3,000		-	3,000
Loan unit investment fund	1,165,667	12,000	(10,914)	42,996	1,209,749
Loan unit project fund	5,429	-	-	-	5,429
	1,172,552	16,604	(11,908)	42,996	1,220,244
Other Unrestricted Funds	293,337	437,753	(297,132)	(56,712)	377,246
	1,465,889	454,357	(309,040)	(13,716)	1,597,490

The fixed asset fund represents the net book value of fixed assets not allocated to restricted funds. The transfer in the year represents additions to fixed assets which have been allocated to the fixed assets designated funds.

The designated loan unit investment funds represent the funds invested in loan units on behalf of the branches.

The loan unit project fund amount is the interest earned on the loan units of two branches. The funds are to be used to assist branches and groups that are not financially so well off.

	Balance at 1 January 2020 £	Movement in Incoming £	Resources Outgoing £	Transfers £	Balance at 31 December 2020 £
20 Restricted Funds					
Ron Scudamore Holiday Fund	48,489	-	(4,005)	1,777	46,261
Regional Areas Trust Funds	10,905	-	-	399	11,304
Roosevelt Memorial Fund	180,072	-	(4,165)	6,600	182,507
Other Restricted Funds	7,059	550	(527)	259	7,341
Donation towards EPU Costs	309	-	(324)	15	-
Metcalf Legacy	103,869	-	(4,104)	3,806	103,571
Richard Flint Award Fund	22,603	-	(1,425)	828	22,006
Bulletin Appeal	1,300	6,368	(7,731)	63	-
Indoor Games Trust Funds	-	8,250	(8,250)	-	-
Watford Borough Council	1,000	-	(20)	37	1,017
Victoria Foundation Fund	7,130	-	-	(239)	6,891
Trust Fund for Heating Grants	500	500	(1,025)	25	-
Winter Warmth Appeal	3,976	9,260	(11,275)	146	2,107
	387,212	24,928	(42,851)	13,716	383,005

**The British Polio Fellowship
Company No 5294321**

**Notes to the Financial Statements
for the year ended 31 December 2020**

20 Restricted Funds (continued)

The nature and purpose of the restricted funds are as follows:

Roosevelt Memorial Fund

A fund to assist in the purchase of equipment for those disabled by polio.

Metcalf Fund

A fund for the benefit of those living in Scotland who have had polio.

The transfer in the year related to cash transfers to cover expenditure paid by unrestricted reserves.

Ron Scudamore Holiday Project Fund

A fund to provide information and grants for accessible holidays.

Trust Fund for Heating Grants

A fund to assist with winter fuel bills for qualifying members.

Regional Restricted Funds

Funds given to assist members in specific regions of the United Kingdom.

Victoria Foundation Fund

A fund for the benefit of members who reside in the Kingston-upon-Thames & Richmond-upon-Thames areas of London.

Other Restricted Funds

This has funds to be used for a Hertfordshire project and a donation towards PPS research work.

Indoor Games Trust Funds

Funds given towards the costs of the annual National Indoor Games held in Leicester.

Winter Warmth Appeal

Funds received from an appeal sent out to The Fellowship members to help towards the heating grants paid out annually.

Transfers

Loan units and restricted funds are invested in listed investments per note 13 where possible. Transfers consist of the gains/(losses) on investments being apportioned to the applicable funds.

Notes for the Financial Statements
for the year ended 31 December 2020

21 Pension commitments

The charity operates a defined contribution pension scheme. The pension expense for the year represents contributions payable by the charity to the scheme and amounted to £5,905 (2019: £5,393). At the reporting date, an amount of £1,996 (2019: £150) was recognised as a liability.

22 Financial Commitments

At 31 December 2020, the Charity had the following financial commitments under non-cancellable operating leases:

	2020 Other operating £	2019 Other operating £
In less than 1 year	2,475	12,015
In 2 - 5 years	3,712	6,186
In more than 5 years	-	-

23 Controlling Party

The trustees do not consider there to be a controlling party.