



**2022**

# **Trustees' report and financial statement**

for the year ended  
31 December 2022

Living with the late effects of  
polio and Post-Polio Syndrome (PPS)

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A company limited by guarantee: No 5294321

Registered as a charity in England and Wales: Charity No 1108335, and in Scotland: Charity No SC038863

**The British Polio Fellowship Annual Report 2022**

**NATIONAL CHAIRMAN'S REPORT 2022**

This report covers the period 1st January 2022 to 31st December 2022 but will additionally include other post year end information to complete the picture of the Fellowship activities.

The year saw further gradual lifting of Covid restrictions which meant that the staff were able to spend more time in the office with the benefit of the support available when sharing ideas with their colleagues. They have continued to work part time from home and I must thank them for the flexibility they have shown in varying their working practices in accordance with the moving threat of Covid. The quality of service to the members has remained consistently high throughout which is a credit to the staff.

The trustees have worked mainly on Zoom, which, although not perfect, has allowed us to maintain regular Board meetings without the costs involved of having in-person meetings. These arrangements are not purely financial as in-person meetings require a lot of organising and effort by the trustees who would have to make considerable journeys to attend. We do have occasional in-person meetings as it is felt important to meet physically to maintain the personal contact which is invaluable.

**Financial highlights**

We started the year in the expectation of having to draw on reserves to cover our expenses but we were very fortunate to receive a number of generous grants and legacies which resulted in us ending the year in surplus before the effect of investment losses. Although this position cannot be guaranteed into the future we still believe that our finances are now in a strong position and that we can continue providing services to our members including the additional support we are proposing through the Strategic Review.

Last year I announced that the wealthier branches had agreed to release moneys to fund specific projects and I am pleased to report that this has now been used and further projects are in the offing. First amongst these new ideas coming from the Strategic Review is to transfer funds from the wealthier branches to those less well-off to enable them to put on more events and meetings without having to ask their members for financial contributions during the current problems surrounding the increasing costs of living. Since the beginning of 2023 we have also been able to offer financial assistance to a number of members who are particularly suffering from the higher living costs we are all experiencing. May I thank the branches with surplus funds for their on-going support enabling these new projects to go ahead.

**Members**

This year we withdrew the compulsory membership fee and as a result we have seen membership numbers begin to rise again. Every effort will be made to encourage those members who have dropped out of the Fellowship in recent years to rejoin. The trustees believe that the benefit of membership, and especially the medical information and support, should be available to all survivors. In addition to the support offered to members, increased membership also benefits the Fellowship when approaching government and the NHS when requesting improvements to support for polio survivors.

With the reduction in Covid restrictions many branches have returned to holding regular meetings which I am sure is greatly appreciated by Branch members. I have heard that in some cases these meetings were the first time that members had been out of their house since the start of the pandemic.

The National Indoor Games took place again at the Marriott Hotel in Leicester with 135 attendees which is marginally up on the previous year. All reports that have come to me were positive and I for one had an enjoyable weekend. The Games team are working on next year's event, and I encourage as many members as possible to join us.

**The British Polio Fellowship  
Company No 5294321**

The Trustees have maintained the monthly Zoom Cafes and occasional meetings with branch officers which are both informative and an opportunity for members to question the trustees. The Cafes have, in most cases, also had a presentation on one of a number of subjects of interest. These meetings have been very popular with those who are unable to attend branch meetings (but are open to all).

### **Staff**

I would like to thank the staff for their continued hard work and accepting the need to work in a hybrid environment. This cannot have been easy for them, but they have continued to work effectively and done all that has been asked of them. I extend to the team my heartfelt thanks as we could not operate without them or their commitment to the Fellowship.

### **The Board**

Trustee elections were held mid-year and I must thank the members who re-elected myself and Jerry Hutchinson for a further three-year term. Linda Evers and Archie Leyden were also returned to the Board having been on the Board in the past.

The Board members have worked very hard during the year tackling a number of major changes required to take the Fellowship into the next decade. The work has been split between a number of sub-groups with all trustees sitting on one or more of these bodies which meet on a regular basis.

Much of our work revolves around the Future Strategy Report which is a living document looking at where we need to concentrate our efforts in the coming years. Currently we are working on changes to the management of the branch finances to make these simpler for branch treasurers to cope with, the future of the Indoor Games and increasing the level of membership.

Finally, I would like to thank all the trustees for their support and hard work during the year.

**Yours in Fellowship  
Gordon Richardson**

### **CEO'S REPORT**

Looking back at 2022, it was another busy year for the Fellowship. However also a good year for the Fellowships with lots of positive steps being taken to ensure we continue to serve the polio community in the best way we can. I started the year in my new role as CEO, but I could not have done this role without the support of my team, the Trustees, the volunteers and all our wonderful members and supporters. Thank you to you all. Together we can continue to ensure the needs of polio survivors is at the heart of the work of the Fellowship.

The overriding theme for me in 2022 would be the re-emergence of events after the covid lockdown. These include: -

- A massively successful Indoor Games at the Marriott Hotel in Leicester.
- Our first in-person AGM which took place at the Thorpe Astley Community Centre in Berkshire (Thanks goes to Berkshire Branch for its support).
- Some trustees, team members and I attended numerous Branch and Region events across the country from Dorset to Newcastle.
- I was honoured to represent the BPF at the EPU's annual conference and AGM in Prague in the summer (my costs to attend were met by some kind donations).
- The zoom Cafés go from strength to strength and continue in to 2023. It's our newest way of getting members together on a regular basis.
- Many partnership events, with the Neurological Alliance, Sarthak UK and India, Play Badminton Club and others.

**The British Polio Fellowship  
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The AGM saw the membership vote on the 3-year strategy and much of the work being undertaken in 2023 will be linked to this living and dynamic document.

The AGM also saw Linda Evers and Archie Leyden re-join (they have both served as Trustees in the past) the Board of Trustees after being elected by the members in the summer. Jerry Hutchinson and Gordon Richardson were also re-elected to their second terms of office. It was exciting to see the renewed energy the Board have brought to the Fellowship.

Although the real work of the Optimal Clinical Healthcare Pathway for people affected by Polio started in January 2023, much preparation work took place in 2022 and I thank Frances Quinn, the members of the Expert Panel, Carol Levin, and my colleagues at the Neurological alliance for all their support in the preparatory work.

We saw the sad passing of Joe Fisher, Bill Fenwick and June Finch and my thoughts, condolences, and best wishes goes to the family and friends of these fellowship giants they will be missed along with the others who have passed on during the year.

2022 also saw our new bulletin arrangement come into effect which I am very pleased to say have been very successful. Matthew Thomas is key in this area. The introduction of Carol Levin in January 2022 as our Communication and Information Officer (Promoted to Manager in Jan 2023) has been another massive success. Our re-invigorated communications over the last year show what an amazing addition to the team she is. The rest of the team Dawn, Charlotte, Viji and Zahida continue to inspire me each day.

The big story of 2022 was the potential of Polio coming back to the UK when traces of the virus was found in sewage in London with some evidence of A-symptomatic transmission. It gave us an opportunity to really drive home the message of the importance of the vaccination program, but also the plight of polio survivors in the UK. Thank you to everyone who did interviews for us at the time.

I finish this by saying that we have started 2023 with lots to do and please expect another jammed packed report for next year.

**Thank you and yours in Fellowship.  
Kripen Dhrona**

#### **HONORARY NATIONAL TREASURERS REPORT - Financial Review**

2022 was a mixed year for our financial performance. We achieved a small operating surplus despite an increase in our expenditure as a result of increased activity but, as for many organisations, the value of our investments suffered due to external pressures beyond our control.

In summary:

- our income of £526k exceeded our expenditure of £515k by £11k
- investment losses of £281k resulted in an overall fall in our funds of £270k to £2.2m, and
- we relied to a large degree on legacy income, which is inherently unpredictable.

Nonetheless, the Fellowship continues to have significant assets available to deploy for the good of polio survivors. Alongside central reserves of £0.5m, BPF had:

- designated branch funds ('loan units') of £1.2m
- restricted funds of £0.5m

However, as noted in previous years, both of these are currently being used at a fairly slow rate while centrally provided services remain under pressure. As our Strategy develops, the Board's aim is to ensure that these funds are used for the maximum benefit of members through positive engagement with our much-valued branch network.

Terry Blackman

**The British Polio Fellowship  
Company No 5294321**

**Reference & Administrative Details  
For the year ending 31 December 2022**

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 who survived 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 2022 were as follows:

Registered Company number  
5294321 (England and Wales)

Registered charity number  
1108335 (England and Wales)  
SC 038863 (Scotland)

**Patrons**

Dr Moira Anderson, OBE  
Michael Cassidy, CBE  
Baroness Fookes of Plymouth DBE DL  
Joe Fisher MBE – Passed away in November 2022  
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  
Mark Isherwood AM

**Ambassadors**

Julia Roberts  
Anne Wafula Strike  
James Crisp  
Prof Gareth Williams, MA, MD(Cantab), ScD, FRCP(Edin)  
Colin Powell MBE (Rotary Liaison Ambassador)  
Passed away in Jan 2023

**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**

Gordon Richardson – National Chair  
Jerry Hutchinson - National Vice Chair  
Terence Blackman (Terry) - Honorary National Treasurer

**Other Trustees**

Aidan Linton-Smith- Till Sept 2022 – Passed away in Jan 2023  
Frances Quinn  
Linda Davis  
Sue Brown  
Manojkanth Somasundaram (known as Manoj Soma)  
Archie Leyden – from September 2022  
Linda Evers - from September 2022

**Chief Executive**

Kripen Dhrona

**Company Secretary**

Kripen Dhrona as of January 2022

**Auditors**

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

**Investment Managers**

Charles Stanley & Co  
25 Luke Street  
London  
EC2A 4AR

**The British Polio Fellowship  
Company No 5294321**

**Reference & Administrative Details  
For the year ending 31 December 2022**

**Advisory (Expert) Panel**

The Advisory/Expert Panel members who served during the period are:

Dr Ruth Bridgens MSc, PhD	Medical Sociologist
Ms Alex Curtis CSP, BSc,	Senior Rehabilitation Physiotherapist, Lane Fox Unit, London
Mrs Alison Farrugia	Member, The British Polio Fellowship
Dr Marek Fabrowski MRCPGMB ChB (Hons) MSc BA (Hons)	Primary Care Doctor
Dr Julian Harriss BSc, MSc, MD, FRCP (Camb)	Consultant Lane Fox Unit – Chair of the Panel
Dr George Kassianos MD, FRCGP, FESC, LRCS,	GP, spokesperson on vaccination for the DRCOG, LRCPS, 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, The 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	Member, Polio Survivors Network
Dr Simon Shaw, BMBCh (Oxon) Ma (hons) MRCPE MRCPCH FEBPRM	Consultant Rehabilitation Physician, Lane Fox Unit
Jane Hunter	Prosthetist and Orthotist

**The British Polio Fellowship  
Company No 5294321**

**Report of the Trustees  
For the year ending 31 December 2022**

The Trustees of The British Polio Fellowship present their report, together with the accounts for the year ending 31 December 2022. This includes the administrative information and list of the charity's Trustees set out on page 2.

### **The Constitution and Objects**

The Fellowship was formed in 1939 under the name of the Infantile Paralysis Fellowship. The original Trust Deed was dated 29 January 1939 and an amended Trust Deed was approved on 17 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 and again in September 2022. 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.

### **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 six times a year, are elected by a national ballot and serve for a period of three years, at which point they stand down and can stand again for another three-year term. After three terms a Trustee must stand down for at least one year before they can stand again. 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. Following elections, Linda Evers and Archie Leyden joined the Board in September 2022. They have both served as national Trustees in the past, Terry Blackman continues to be Co-opted on a yearly basis.

### **2022 MAIN PRIORITIES**

2022 saw an opportunity to re-establish the work of the Fellowship after the challenges presented by the lockdowns. The strategy work started in earnest and the Board sought to establish a framework for the future of the organisation.

### **Main Tasks**

In 2022 the Fellowship sought to:

- Adopt and implement the strategy
- See the improvement of all communications, following the recruitment of Carol Levin in a communications role.
- Ensure Kripen as CEO has the tools, he needs to follow through on the Board vision.
- Engage with members, through in person events, zoom events, and the enhance communications indicated above.
- Start work on the production of an Optimal Clinical Pathway for people affected by Polio.
- Update our policies and procedures to ensure they are current.
- Ensure appropriate financial management.

**Report of the Trustees (continued)  
For the year ending 31 December 2022**

**Main achievements**

We continued to provide a top-quality service to the polio community, despite the challenges in the macro-economic environment. Other achievements include the introduction of Zoom cafés and other online events, the change to a voluntary membership fee, the continued work on the strategy and developing strong links with our volunteers across the UK.

**AIMS AND OBJECTIVES**

Our objectives remain unchanged. Our overall aim is to enable members to live full, independent, and integrated lives. Key factors in this are support for the Region, Branch and Group 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 feedback from membership. Services offered are reviewed at Board meetings.

**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. 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.

**SUPPORT SERVICES TEAM**

**Objective**

To provide a high quality and accessible information, welfare, and support service that meets 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.

**HEATING GRANTS**

We proactively raise funds towards the heating grants scheme through the Winter Warmth Appeal. Linda Davis wrote the appeal for 2022 and thanks goes to the Newcastle branch for their donation that enabled the Fellowship to award a grant of £200.00 to 88 members - a higher amount than usual to account for the Cost-of-Living crisis. This grant is available to all those who are not eligible for the government winter fuel subsidy.

**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 CEO.



**Report of the Trustees (continued)  
For the year ending 31 December 2022**

**EXPERT ADVISORY PANEL**

**Objective**

The Board of Trustees recognise the valuable work of the Expert Panel. The Expert Panel has continued to meet via Zoom through the Covid-19 pandemic. The Panel continued to update the factsheets, provided much needed information on Covid-19 and polio, and further information on the vaccines. The Panel also provided articles for the Bulletin and members of the panel are involved with different topic-led Zoom cafés. Some of the panel will take a proactive lead in the development of the Healthcare Pathway for late effects of polio and PPS.

**1. Support Services Department**

The work of the Support Services team 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; and
- living with Covid-19.

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. 23 mobility grants were paid in 2022 totalling £10,112 from the Roosevelt Memorial Fund. However, the Board confirmed they wish to see this fund more widely promoted in the Bulletin. The Trustees have permission from the Charity Commission to use the fund for a wider purpose.

The Support Services team has two full time members and is supported by the Operations Manager and the CEO. Admin support is provided by the cross-departmental administrator, but everyone in the organisation helps the Support Services team as needed.

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**

As of 1<sup>st</sup> January 2022 the membership fee became voluntary and the suggested donation amounts are set at £30 per year for individual membership and £45 for family membership.

Membership at 31 December 2021:	1,713
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Membership at 31 December 2022:	1,901
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Membership remains vital to the fellowship and is a key strategic goal. It is important we can report to funders and decision makers in government and health and social care systems that we are a voice for polio survivors. We will continue to work towards increasing membership to ensure that we can reflect the polio community in the UK.

**Report of the Trustees (continued)  
For the year ending 31 December 2022**

### **3. Fundraising**

A core part of our annual expenditure and costs are met by very generous donations from Trusts and foundations. Following a bumper year in 2021 (£81K), this income was down in 2022 (£43K). However, this is still way above 2020 rates (£28K). We must bear in mind that we only have one team members (supported by the CEO) working part time on this sort of fundraising activity.

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

The Fitton Trust  
Zedra Trust  
Miss A B Pollen Trust  
Ann Jane Green Trust  
Marsh Christian Trust  
Helianthus Charitable Trust  
The Squire Batton Boggs Charitable Trust  
The Huggard Charitable Trust  
The McKechnie Charitable Fund  
Grieve Charitable Trust  
Julia Mary Wood Charitable Trust  
Ganzoni Charitable Trust  
Jilu Will Trust  
David Usher Charitable Trust  
The Annett Charitable Trust  
The Adint Charitable Trust  
The Khahr Charitable Trust  
Rothley Trust  
Sir John Eastwood Foundation  
James Wise Charitable Trust

The Lincoln College  
The National Lottery

We cannot thank these organisations enough for the support and help they provide.

### **4. Legacies**

Legacy income saw a decrease in 2022 to £235k from £340k in 2021. The Board of Trustees (with the Guidance of the Finance Manager and National Treasurer) continue to take a prudent approach to budgeting for legacy income as this can be a very unpredictable source of income and in many cases, there is a significant delay between notification of a potential legacy and the actual receipt of funds. This period of time can vary vastly depending on the terms of the legacy and how the probate proceeds.

### **5. Marketing and Campaigns**

We managed to undertake some marketing and campaigning, the work in this area will continue to be developed through 2023 and beyond, including;

- continual updating of the website;
- maintaining a presence on social media; Ensuring we continue to actively post on a regular basis.
- supporting and getting involved with third party events such as Rotary, Sarthak and Strike a Light;
- working with partners to promote activity such as engaging with WheelPower to promote the resistance band scheme;

**Report of the Trustees (continued)  
For the year ending 31 December 2022**

- promotion and taking part in the ASICS London 10K;
- the Bulletin continues to serve a dual purpose, to support marketing work and to be a vehicle for member communications.
- working with health organisations to raise awareness, such as providing consultation on a training module for benefits advisors, and inputting on various NICE Guidelines; and
- the development of monthly member email updates has proved to be popular.
- the monthly zoom cafés are another way to continue to engage members
- advocating for better disabled toilet facilities across the UK.

## **6. The Advisory Expert Panel**

As stated above the Expert Panel continues to support the work of the Fellowship and the work completed on the factsheets is a crucial resource for the polio community in helping them to better manage their condition.

It is evident when hearing from the membership that they value the work of the Panel. The knowledge and understanding of polio and PPS in the medical community needs to be better and ensuring this improves should form a crucial part of the forward-looking strategy.

The work on the Healthcare Pathway will hopefully enable this to happen.

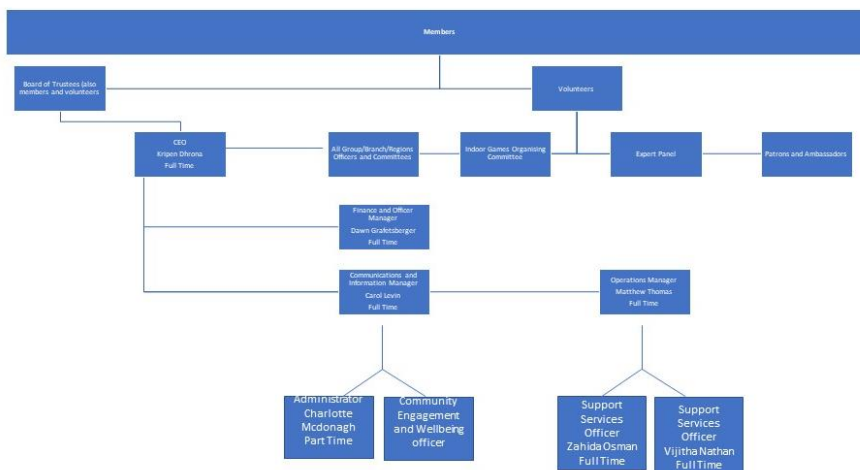
## **7. Holidays**

The long running Ron Scudamore 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 31 individual members totalling £9,104. This is higher than 2021 mainly due to more people starting to take holidays after the lockdowns. The Fellowship remains extremely grateful to the Scudamore family for their support and funding.

## **8. Staff and remuneration**

Carol Levin joined the team in January 2022 in a new role as Communications and Information Officer. Rebekah Foster left as Administrator in March 2022 and Charlotte McDonagh joined the Team in 2023. In late 2022 we conducted a staff consultation for a team structure. The Board also approved the Appointment of a new Community Engagement and Wellbeing Officer at this time.

It was felt the CEO managing everyone in the team was not the best option. Following the consultation, the team structure was changed as follows:



Please note that these changes took effect in January 2023.

**Report of the Trustees (continued)  
For the year ending 31 December 2022**

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.

The Board approved two cost of living salary increases to the team, one which took effect in June 2022 (7%) and the other in January 2023 (5%).

## **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 ever more difficult for volunteers to maintain our local structure. The organisation recognises that in order to support its ageing membership, changes are needed, and we aim to address this through our strategic review (see Section 11 below). We will continue to support our members as we develop our services and launch new Branches and Groups.

## **10. Risk Management**

The 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 fixed assets for the organisation to rely on, the need to ensure sufficient working capital remains fundamental for the future.

Covid-19 continues to have a significant impact on the fundraising climate and will continue to do so. Despite this challenge we are lucky to have received support from Trusts and Foundations and we will continue to develop this source if possible.

With regards to our investment portfolio, after the initial impact of the Covid lockdown, the stock market saw steady gains through the latter part of 2020 and this continued during 2021, with our investments seeing an annual return of some 14%. However, the war in Ukraine and other pressures have resulted in a marked reduction in values during 2022. The Board of Trustees is monitoring this situation along with the Finance Manager, with regular updates from our investment managers, Charles Stanley.

## **11. Plans for 2023**

The Fellowship plans for 2023 are connected to the implementation of the strategy which was approved as a living document at the AGM in 2022. Five areas of work have been identified as part of the process.

Improving Communications  
People (Stakeholders)  
Financial Resources  
Outreach  
Health and Wellbeing

Working groups including staff and trustees have been set up for each of the above themes and the following plans reflect the work of these groups. The Outreach and Health wellbeing groups were combined, due to the crossovers and synergies in these areas. Whilst the Fellowship has tried to restrict the work to these groups, some of the work to be undertaken through the has been identified as cost cutting plans.

**Report of the Trustees (continued)  
For the year ending 31 December 2022**

Increase membership by a significant amount to better reflect the UK Polio community. This could include:

- To try and re-engage past members who have chosen not to come in or renew membership.
- Reach polio survivors from the UK who may not be aware of the Fellowship.

To produce an Optimal Clinical Pathway for Polio, Late effects of Polio and Post-Polio Syndrome and make plans to publish and distribute.

Review Fellowship IT resources and implement a new system – which will help streamline processes and modernise working practices.

Conduct a Big Survey to help inform strategic decision making but also assess impact of current services and work.

To ensure we provide support to polio community through the cost-of-living crisis. (via the cost-of-living working group)

**Theme 1 - Improving communications plans.**

‘To communicate with and provide high quality, relevant and meaningful help and advice to all UK Polio Survivors.

2023 targets:

Introduce a new improved bulletin to modernise and to increase appeal.

Review BPF’s website and improve navigation and accessibility.

Develop and implement a communication plan.

Enhance our social media presence to reflect a truly dynamic user led experience.

Ensure we maximise all PR and media opportunities.

**Theme 2 - People Group Plans**

‘To identify and support all individuals and groups associated with the Fellowship including staff, volunteers, members, trustees, branch officers, patrons and other stakeholders and partners, with a view to maximising the effectiveness of the Fellowship delivering its objectives.’

2023 targets:

Ensure all policies and procedure are reviewed to guide and support all staff and volunteers (including Trustees).

New staff structure implemented in January 2023 to be kept under review.

Conduct a thorough review of our Groups, Branches and Regions to identify how they can be supported better.

Review current Patrons and Ambassadors, to ensure engagement and recruitment of new people to the role.

Enhance current partnerships and develop new partnerships in line with the strategy.

**Theme 3 - Finance resources**

Maintain the charity’s finance on a sound footing, ensuring our resources are deployed to the maximum possible benefit of the membership.

2023 targets:

Deliver the annual budget to plan, with no material variances on expenditure.

Ensure funds are invested in an efficient manner, balancing accessibility and return.

Improve clarity in relation to branch holdings.

Ensure fundraising activities are coordinated with proposed projects in our Strategy.

**Themes 4 and 5 - Outreach and Wellbeing group plans**

‘To make the Fellowship’s approach, offer and focus more all-embracing to all existing and potential stakeholders, including determining our approach to diversity.’

‘To review the Fellowship’s approach to taking action to assist its stakeholders with health and wellbeing including providing health and wellbeing advice; looking at the future of the National Indoor Games; and at ways of introducing health and wellbeing into other new and existing events.’

2023 targets:

To produce a holistic EDI policy.

To look at national events and how these can be done in the future.

Make plans for 85th anniversary celebration in 2024.

Continue the monthly zoom café and encourage wider participation.

Look at how branches and staff team can work together to provide better wellbeing and welfare support.

**Report of the Trustees (continued)  
For the year ending 31 December 2022**

## **12. Financial Review**

Our income in 2022 was £526k and our costs amounted £515K, which resulted in a small £11K operating surplus, however due to financial instabilities in the stock market the value of our investments decreased by £281K. Since January 2023 the situation with the stock market has stabilised, and at the time of writing this report reflects an increase.

## **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 2022 were £2,205,932 (2021: £2,476,249) of which £475,615 (2021: £512,439) was restricted.

## **14. Investment Policy**

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

- the Fellowship has approximately £2.2m of reserves for investment. These consist of designated funds of c. £1.1m in the form of pooled 'loan units' of funds that have been collected by local groups, and £0.5m 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; and
- 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.

## **15. 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 2019 (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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

**The British Polio Fellowship  
Company No 5294321**

**Report of the Trustees (continued)  
For the year ending 31 December 2022**

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 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.

**16. 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 is outlined under 'Objectives for public benefit' above.



.....  
Gordon Richardson  
National Chairman

15 July 2023  
Date.....

**Independent Auditor's Report to the Members  
The British Polio Fellowship**

**Opinion**

We have audited the financial statements of The British Polio Fellowship (the 'charitable company') for the year ended 31 December 2022 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

**Other information**

The other information comprises the information included in the Trustees Annual Report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

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

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



**Independent Auditor's Report to the Members  
The British Polio Fellowship**

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

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

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit ; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the Directors' report and from the requirement to prepare a strategic report.

**Responsibilities of Trustees**

As explained more fully in the Trustees' responsibilities statement set out on page 13, the Trustees (who are also the Directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor responsibilities for the audit of the financial statements**

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities is available on the FRC's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>  
This description forms part of our auditor's report.

**Extent to which the audit was considered capable of detecting irregularities, including fraud**

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

Based on our understanding of the charity and industry, we identified that the principal risk of non-compliance with laws and regulations. We also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on those that had a direct effect on material figures and disclosures in the financial statements, the main regulations considered in this context included the Companies Act, FRS 102 as well as the Charity SORP.

**Independent Auditor's Report to the Members  
The British Polio Fellowship**

We evaluated the incentives and opportunities for fraud in the financial statements, including, but not limited to, the risk of override of controls, and designed procedures in response to these risks as follows;

- enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- reviewing minutes of meetings of those charged with governance;
- assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the company through enquiry and inspection;
- reviewing financial statement disclosures and testing the supporting documentation to assess compliance with applicable laws and regulations; and
- performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business, and reviewing accounting estimates for indicators of potential bias.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's Trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*Azets Audit Services Limited*

Alex Temlett CA ACA CTA (Senior Statutory Auditor)  
for and on behalf of Azets Audit Services Limited  
Statutory Auditors & Chartered Accountants  
Ashcombe Court  
Woolsack Way  
Godalming  
Surrey  
GU7 1LQ

Date 15 July 2023

**The British Polio Fellowship  
Company No 5294321**

**Statement of Financial Activities  
(incorporating an Income & Expenditure Account)  
for the year ended 31 December 2022**

<b>CURRENT YEAR END</b>	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2022 £</b>
<b>Incoming and endowments from</b>				
Donations and legacies	<b>5</b>	305,098	61,460	366,558
Charitable Activities	<b>6</b>	93,900	20,869	114,769
Investments	<b>7</b>	44,638	-	44,638
Other trading activities		-	-	-
<b>Total Incoming Resources</b>		<b>443,636</b>	<b>82,329</b>	<b>525,965</b>
<b>Expenditure on</b>				
Raising funds	<b>8</b>	66,087	-	66,087
Charitable activities	<b>9</b>	382,180	66,824	449,004
<b>Total expenditure</b>		<b>448,267</b>	<b>66,824</b>	<b>515,091</b>
Net (losses) on investments	<b>13</b>	(281,190)	-	(281,190)
<b>Net Expenditure for the Year</b>		<b>(285,821)</b>	<b>15,505</b>	<b>(270,316)</b>
Transfer between funds	<b>19</b>	52,329	(52,329)	-
<b>Net movement in funds</b>		<b>(233,492)</b>	<b>(36,824)</b>	<b>(270,316)</b>
<b>Fund balances brought forward at 1 January 2022</b>		<b>1,963,810</b>	<b>512,439</b>	<b>2,476,249</b>
<b>Fund balances carried forward at 31 December 2022</b>		<b>1,730,318</b>	<b>475,615</b>	<b>2,205,933</b>

**The British Polio Fellowship  
Company No 5294321**

**Statement of Financial Activities  
(incorporating an Income & Expenditure Account)  
for the year ended 31 December 2021**

<b>PRIOR YEAR END</b>	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2021 £</b>
<b>Incoming and endowments from</b>				
Donations and legacies	<b>5</b>	431,931	107,173	539,104
Charitable Activities	<b>6</b>	97,209	-	97,209
Investments	<b>7</b>	39,056	-	39,056
Other trading activities		-	-	-
<b>Total Incoming Resources</b>		<b>568,196</b>	<b>107,173</b>	<b>675,369</b>
<b>Expenditure on</b>				
Raising funds	<b>8</b>	48,497	-	48,497
Charitable activities	<b>9</b>	315,413	28,810	344,223
<b>Total expenditure</b>		<b>363,910</b>	<b>28,810</b>	<b>392,720</b>
Net gains on investments	<b>13</b>	213,105	-	213,105
<b>Net income for the Year</b>		<b>417,391</b>	<b>78,363</b>	<b>495,754</b>
Transfer between funds	<b>19</b>	(51,071)	51,071	-
<b>Net movement in funds</b>		<b>366,320</b>	<b>129,434</b>	<b>495,754</b>
<b>Fund balances brought forward at 1 January 2021</b>		<b>1,597,490</b>	<b>383,005</b>	<b>1,980,495</b>
<b>Fund balances carried forward at 31 December 2021</b>		<b>1,963,810</b>	<b>512,439</b>	<b>2,476,249</b>

**The British Polio Fellowship**  
Company No 5294321

**Balance Sheet**  
as at 31 December 2022

	Notes	Charity 2022 £	Charity 2021 £
<b>Fixed Assets</b>			
Tangible Assets	12	12,745	2,027
Investments	13	1,561,307	1,851,125
		<u>1,574,052</u>	<u>1,853,152</u>
<b>Current Assets</b>			
Debtors	14	48,047	72,401
Short term deposits	15	90,634	23,304
Cash at bank and in hand	15	577,068	595,803
		<u>715,749</u>	<u>691,508</u>
<b>Creditors: Amounts falling due within one year</b>	16	<u>83,868</u>	<u>68,411</u>
<b>Net Current Assets</b>		631,882	623,097
<b>Total assets less current liabilities</b>		2,205,933	2,476,249
<b>Net Assets</b>		<u><u>2,205,933</u></u>	<u><u>2,476,249</u></u>
<b>Funds</b>			
Unrestricted	19	1,730,318	1,963,810
Restricted	20	475,615	512,439
<b>Total Funds</b>		<u><u>2,205,933</u></u>	<u><u>2,476,249</u></u>

15 July 2023

Approved by the Board and authorised for issue on .....



.....  
Gordon Richardson, National Chairman

**The British Polio Fellowship  
Company No 5294321**

**Statement of Cash Flows  
for the Year Ended 31 December 2022**

	Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Net (expenditure)/income for the reporting period as per statement of financial activities		(270,317)	495,754
Adjustment for:			
Depreciation charges	12	3,480	1,174
(Profit)/Loss on disposal of fixed assets	13	281,190	(213,105)
Dividends, interest and rents from investments		(44,638)	(39,056)
(Increase)/decrease in debtors		24,355	797
Increase/(decrease) in creditors		15,457	(29,531)
<b>Net cash provided by operating activities</b>		<u>9,527</u>	<u>216,033</u>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		44,638	39,056
Purchase of property, plant and equipment		(14,198)	(1,240)
Proceeds from sale of fixed assets	12	-	105
Proceeds from sale of investments	13	95,293	107,225
Purchase of investments	13	(86,665)	(211,037)
<b>Net cash provided by (used in) investing activities</b>		<u>39,068</u>	<u>(65,891)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		48,595	150,142
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>619,107</u>	<u>468,965</u>
<b>Cash and cash equivalents at the end of the reporting period</b>	15	<u><u>667,702</u></u>	<u><u>619,107</u></u>

**Notes to the Financial Statements  
for the year ended 31 December 2022**

**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 4 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); and
- 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 2022**

**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 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 those 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 costs 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
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Notes to the Financial Statements  
for the year ended 31 December 2022

**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 £449,004 (2021: £344,224) shown in note 9 includes aggregate grants paid of £36,816 (2021: £26,098) 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.

**The British Polio Fellowship  
Company No 5294321**

**Notes for the Financial Statements  
for the year ended 31 December 2022**

**3 Grant Commitments**

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

**4 Related party transactions and trustees' expenses**

There were nine Charity Trustees during the financial period. 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 £59 (2021: £267).

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

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
<b>5 Donations and legacies</b>				
Donations, street collections, appeals and grants	109,666	21,460	131,126	199,144
Legacies	195,432	40,000	235,432	339,960
<b>Total donations and legacies</b>	<u>305,098</u>	<u>61,460</u>	<u>366,558</u>	<u>539,104</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
<b>6 Charitable Activities</b>				
Membership	41,510	-	41,510	51,008
Contribution to welfare, social activities and Fellowship expenses	52,390	20,869	73,259	46,201
<b>Total charitable activities</b>	<u>93,900</u>	<u>20,869</u>	<u>114,769</u>	<u>97,209</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
<b>7 Investment Income</b>				
Dividends	36,925	-	36,925	33,813
Bank Interest	7,713	-	7,713	5,243
	<u>44,638</u>	<u>-</u>	<u>44,638</u>	<u>39,056</u>

**The British Polio Fellowship**  
**Company No 5294321**  
**Notes for the Financial Statements**  
**for the year ended 31 December 2022**

<b>8 Expenditure on raising funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Allocated Staff salaries (note 10)	38,933	-	38,933	25,586
Investment management costs	15,227	-	15,227	11,591
Costs of generating voluntary income	11,927	-	11,927	11,320
	<u>66,087</u>	<u>-</u>	<u>66,087</u>	<u>48,497</u>

<b>9 Expenditure on charitable activities</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Direct Costs</b>				
Socials, outings & holidays	69,650	26,949	96,599	41,778
Sundries and other grants	18,458	12,656	31,114	19,309
Heating Grants	-	17,600	17,600	11,850
Bulletin and branch newsletters	27,009	3,614	30,623	54,742
Welfare Information & Education	3,331	6,005	9,336	-
	<u>118,448</u>	<u>66,824</u>	<u>185,272</u>	<u>127,679</u>

**Support Costs**

Allocated Staff salaries (note 10)	182,739	-	182,739	136,204
Office costs	28,717	-	28,717	30,689
Telephone, postage & stationary	5,913	-	5,913	5,682
Depreciation	3,481	-	3,481	1,174
Branch admin	2,494	-	2,494	1,870
Other staff costs	2,997	-	2,997	(30)
Insurance	5,806	-	5,806	4,854
Bank charges	3,027	-	3,027	3,334
IT Costs	3,952	-	3,952	7,266
Travel	2,065	-	2,065	254
	<u>241,191</u>	<u>-</u>	<u>241,191</u>	<u>191,297</u>

**Governance Costs**

Meetings and travel	2,858	-	2,858	2,813
Legal and professional fees	3,683	-	3,683	5,685
Audit Fees	16,000	-	16,000	16,750
	<u>22,541</u>	<u>-</u>	<u>22,541</u>	<u>25,248</u>
	<u>382,180</u>	<u>66,824</u>	<u>449,004</u>	<u>344,224</u>

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**Notes for the Financial Statements  
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<b>10 Staff Costs</b>	<b>Raising Funds £</b>	<b>Charitable activities £</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Wages and salaries	34,371	161,147	195,518	147,303
Social security costs	3,331	14,352	17,683	7,412
Pension costs	1,231	7,240	8,471	7,074
	<u>38,933</u>	<u>182,739</u>	<u>221,672</u>	<u>161,789</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 (2021: none).

The average number of employees analysed by function was as follows:	<b>2022</b>	<b>2021</b>
Charitable services	2	2
Fundraising	1	1
Management and administration	4	3
	<u>7</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 £102,029 (2021: £93,466).

**11 Net Income/(Expenditure)**

Net Income/(Expenditure) are stated after charging:	<b>2022</b>	<b>2021</b>
Auditors' remuneration:	<b>£</b>	<b>£</b>
Audit fee	16,000	14,400
Other financial services	-	1,600
Operating lease rental - Land and buildings	-	750
Depreciation	<u>3,480</u>	<u>1,045</u>

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**Notes for the Financial Statements  
for the year ended 31 December 2022**

<b>12 Tangible Fixed Assets</b>	<b>Fixtures, Fittings &amp; Equipment</b>
<b>Cost</b>	<b>£</b>
At 1 January 2022	30,570
Additions	14,198
Disposals	-
<b>At 31 December 2022</b>	<b>44,768</b>
 <b>Accumulated Depreciation</b>	
At 1 January 2022	28,543
Depreciation on disposals	-
Charge for the year	3,480
<b>At 31 December 2022</b>	<b>32,023</b>
 <b>Net Book Value</b>	
<b>At 31 December 2022</b>	<b>12,745</b>
At 31 December 2021	2,027

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

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Notes for the Financial Statements  
for the year ended 31 December 2022

13 Fixed Asset Investments	2022 £
Listed investments	<u>1,561,307</u>
	<u>1,561,307</u>
<b>Listed investments</b>	
Investments held in portfolio	
At 1 January 2022	1,851,125
Additions	86,665
Disposals	(95,293)
Realised and unrealised losses	<u>(281,190)</u>
<b>At 31 December 2022</b>	<u>1,561,307</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.	
<b>The percentage invested in each category is:</b>	
Alternatives	10%
Cash	5%
Fixed Income	11%
UK Equity	24%
Mixed Investments	3%
International Equity	44%
Property	<u>3%</u>
	<u>100%</u>

**The British Polio Fellowship  
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**Notes for the Financial Statements  
for the year ended 31 December 2022**

<b>14 Debtors</b>	<b>Charity 2022</b>	<b>Charity 2021</b>
	<b>£</b>	<b>£</b>
Prepayments & accrued income	42,408	66,855
Other debtors	5,639	5,546
	<u>48,047</u>	<u>72,401</u>
<b>15 Components of cash and cash equivalents</b>	<b>Charity 2022</b>	<b>Charity 2021</b>
	<b>£</b>	<b>£</b>
Interest bearing deposits	90,634	23,304
Bank current accounts	570,928	590,667
Cash	6,140	5,136
	<u>667,702</u>	<u>619,107</u>
<b>16 Creditors: Amounts falling due within one year</b>	<b>Charity 2022</b>	<b>Charity 2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	2,088	1,498
Accruals and deferred income	70,163	58,177
Taxation and social security	11,617	8,736
	<u>83,868</u>	<u>68,411</u>

**The British Polio Fellowship  
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**Notes for the Financial Statements  
for the year ended 31 December 2022**

**17 Analysis of Net Assets between Funds**

<b>Charity</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Tangible Fixed Assets	12,745	-	12,745	2,027
Investments	1,085,692	475,615	1,561,307	1,851,125
Current Assets	48,047	-	48,047	72,401
Cash at bank	667,702	-	667,702	619,107
Current liabilities	(83,868)	-	(83,868)	(68,411)
	<u>1,730,318</u>	<u>475,615</u>	<u>2,205,933</u>	<u>2,476,249</u>

<b>18 Analysis of Movement in Funds</b>	<b>Accumulated Fund £</b>
<b>Unrestricted Funds</b>	
At 1 January 2022	1,963,810
Operating Surplus	(4,632)
Transfer	52,329
<u>Investment Revaluation</u>	-
Realised gains/(losses) on investments	(281,190)
<b>At 31 December 2022</b>	<u>1,730,318</u>
<b>Restricted Funds (Note 20)</b>	
At 1 January 2022	512,439
Operating Surplus	15,505
Transfer between funds	(52,329)
<b>At 31 December 2022</b>	<u>475,615</u>
<b>Total Funds at 31 December 2022</b>	<u>2,205,933</u>
<b>Total Funds at 31 December 2021</b>	<u>2,476,249</u>



**The British Polio Fellowship  
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**Notes for the Financial Statements  
for the year ended 31 December 2022**

	Balance at 1 January 2022 £	Movement in Incoming £	Resources Outgoing £	Transfers and Investment (losses) £	Balance at 31 December 2022 £
<b>19 Unrestricted Funds</b>					
<b>Designated Funds</b>					
Fixed Assets	2,027	-	-	-	2,027
Pat Parker Games Fund	6,432	-	-	(743)	5,689
Loan unit investment fund	1,387,940	17,617	(66,706)	(158,836)	1,180,015
Loan unit project fund	5,429	-	(188)	(439)	4,802
	<u>1,401,828</u>	<u>17,617</u>	<u>(66,894)</u>	<u>(160,018)</u>	<u>1,192,533</u>
<b>Other Unrestricted Funds</b>	561,982	426,018	(662,563)	212,348	537,785
	<u>1,963,810</u>	<u>443,635</u>	<u>(729,457)</u>	<u>52,330</u>	<u>1,730,318</u>

The fixed asset fund represents the net book value of fixed assets not allocated to restricted funds.

The Pat Parker Games fund is an amount designated by the Hull branch towards the costs of the indoor games.

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.

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**Notes for the Financial Statements  
for the year ended 31 December 2022**

	Balance at 1 January 2022	Movement in Incoming	Resources Outgoing	Transfers and Investment (losses)	Balance at 31 December 2022
	£	£	£	£	£
<b>20 Restricted Funds</b>					
Ron Scudamore Holiday Fund	45,220	-	(9,104)	(4,949)	31,167
Regional Areas Trust Funds	14,311	300	-	(1,679)	12,932
Roosevelt Memorial Fund	199,805	-	(10,112)	(19,399)	170,294
Other Restricted Funds	8,320	1,119	(1,119)	(975)	7,345
Metcalf Legacy	116,051	-	(5,095)	(11,707)	99,249
Richard Flint Award Fund	23,515	-	(1,425)	(1,333)	20,757
Bulletin Appeal	-	3,614	(3,614)	-	-
Donations towards EPU Costs	-	1,000	(505)	-	495
Indoor Games Trust Funds	-	12,250	(12,250)	-	-
International Travel	-	300	-	-	300
Lottery Fund for AGM	-	4,800	(4,800)	-	-
Rotary Fund for Heating	-	2,540	(2,540)	-	-
South East Kent Branch Legacy	-	40,000	-	-	40,000
Strategy Project	-	700	(700)	-	-
Watford Borough Council	1,153	-	-	(135)	1,018
Victoria Foundation Fund	7,810	-	-	(916)	6,894
Trust Fund for Heating Grants	500	400	(900)	-	-
Winter Warmth Appeal	2,388	15,306	(14,660)	(280)	2,754
Wolverhampton Branch Legacy	93,366	-	-	(10,956)	82,410
	<b>512,439</b>	<b>82,329</b>	<b>(66,824)</b>	<b>(52,329)</b>	<b>475,615</b>

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**Notes to the Financial Statements  
for the year ended 31 December 2022**

**20 Restricted Funds (continued)**

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

**Ron Scudamore Holiday Project Fund**

A fund to provide information and grants for accessible holidays.

**Regional Restricted Funds**

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

**Roosevelt Memorial Fund**

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

**Other Restricted Funds**

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

**Metcalf legacy**

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

**Richard Flint Award Fund**

A fund towards PPS research and the prizes of the Richard Flint annual competition.

**Indoor Games Trust Funds**

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

**Victoria Foundation Fund**

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

**Trust Fund for Heating Grants**

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

**Winter Warmth Appeal**

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

**Wolverhampton branch legacy**

A fund for the benefit of members who reside in the Wolverhampton area.

**The British Polio Fellowship**  
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**Notes to the Financial Statements**  
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**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 £8,470 (2021: £7,074). At the reporting date, an amount of £12,075 (2021: £4,561) was recognised as a liability.

**22 Financial Commitments**

At 31 December 2022, the Charity had the following financial commitments under non-cancellable operating leases:

	<b>2022</b> <b>Other</b> <b>operating</b> <b>£</b>	<b>2021</b> <b>Other</b> <b>operating</b> <b>£</b>
In less than 1 year	18,123	17,980
In 2 - 5 years	-	1,966
In more than 5 years	-	-

**23 Controlling Party**

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