

Charity Registration Number: 1128653

Company Registration Number: 06134522

**THE DUCHENNE FAMILY SUPPORT GROUP
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2021

**THE DUCHENNE FAMILY SUPPORT GROUP
(A COMPANY LIMITED BY GUARANTEE)**

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**THE DUCHENNE FAMILY SUPPORT GROUP
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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report together with the financial statements of the Charity for the year ended 31st March 2021. They are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, applicable law and the requirements of 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).

Reference and Administrative Details

Charity Number	1128653
Company Number	06134522
Registered Office	78 York Street, London, W1 1DP

Directors and Trustees

The directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as Trustees.

Our currently registered Trustees are Sue Berry, Stephen Meech, Michelle Lyall, Jayne Doe, Kate Thomas and Laura Elliott. Joanna Rowlands is a management committee member. Christina Biggs and Ann Patterson are no longer Trustees or on committee but continue to offer support where needed.

A third of the Trustees, the longest serving third, are required to retire by rotation each year at the Annual General Meeting but may seek re-election. The Trustees required to retire at the forthcoming Annual General Meeting are Stephen Meech, Jayne Doe and Jo Rowlands. They will offer themselves for re-election.

Company Secretary:	MC Secretaries Limited
Acting or Interim Treasurer:	Mrs Christina Biggs
Independent examiner:	Marcus Cridland BA(Hons) FCA, Scott Vevers Ltd 65 East Street, Bridport, Dorset, DT6 3LB.
Bankers:	Barclays Bank plc 90 Osborne Road, Southsea, Hants, PO5 3LW

Objectives, Activities, Achievements and Performance

The objectives of the charitable company are:

- To provide a positive national support network of families affected by Duchenne Muscular Dystrophy.
- To enable families to come together to share ideas and experiences and to enjoy social events.

Raising funds is always high on our priority list. Due to Covid-19, many events and fund-raising activities had to be cancelled this year. Additional financial support has again come from grants from charities. We also receive significant support from our member families.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Services were maintained in the following areas:

Helpline:	We operate a helpline to receive calls from families and professionals. Our part time Development Officer deals with the queries herself or passes them on to an appropriate person or organisation.
News and information:	The charity publishes a regular newsletter containing articles, many from our family members, sharing experiences and ideas. Feedback is also provided on research progress and other matters impacting on families of disabled children and adults. We also have a website, a Facebook page and a Twitter account – all of which we use in addition to our newsletter to keep families up to date with news and events.
Events:	The charity endeavours to provide social events where families can enjoy a relaxed atmosphere whilst sharing their experiences and ideas. Events during this year were cancelled due to the Covid-19 pandemic.

Review of Public Benefit

In setting out our objectives and planning our activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Future Plans

We continually strive to expand our services to meet the growing demand but we do so in a planned and financially prudent way, thus ensuring all projects stand on a sound financial footing individually and thus the charity moves forward and grows but does so responsibly.

The restrictions necessitated by the Covid-19 pandemic and the vulnerability of the boys in many of our member families caused us to cancel all our social contact activities (days out, holidays etc.), normally at the core of our work, but, in turn, this has reduced our expenditure. We continue to hold committee meetings by video. Our development officer has increased her hours in response to demand and we have been able to fund this through grants received for the purpose.

The postponement and uncertainty around of the London Marathon, normally our principal source of income, significantly reduced our income. We have made successful applications to charitable Trusts. We look forward to resuming face to face activities once the situation has eased.

Financial Review

Each service we offer is carefully budgeted for and only runs after being sanctioned by the Trustees as viable. The excess of income over expenditure in the year amounted to £10,293 (2020 £6,646 excess expenditure). Reserves at 31st March 2021 were £31,716.

Investment powers and policy

Under the Memorandum and Articles of Association, the charitable company has the power to make any investment which the Trustees see fit.

Reserves policy

The state of the economy and resulting downturn in donations received also means sufficient reserves must be held to ensure services could continue in a financial downturn. The Trustees carefully monitor this area to ensure sufficient reserves are in place. Our policy is to have a minimum of 3 months' running costs as a reserve figure. At present the free reserves, which amount to £31,716 are within this target level.

**THE DUCHENNE FAMILY SUPPORT GROUP
(A COMPANY LIMITED BY GUARANTEE)**

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Structure, Governance and Management

Governing Document

The Duchenne Family Support Group is a registered charity (charity number 1128653) and a company limited by guarantee (company number 06134522). The company was formed on 2 March 2007 and achieved registered charity status on 18 March 2009.

The charitable company is governed by its Memorandum and Articles of Association.

Appointment of Trustees

Trustees are appointed by the Members at the Annual General Meeting in accordance with the charitable company's Memorandum and Articles of Association. No external bodies have the right to appoint Trustees.

Trustee induction and training

New Trustee directors are introduced to the operations of the organisation and are given information on the responsibilities of being a Trustee and director as well as copies of the charitable company's Memorandum and Articles of Association. Training is provided to Trustee directors when required.

Organisation

The board of Trustees, or the Executive Committee, of between 3 and 15 members who meet regularly, administer the charitable company. The charity also employs an administrator to assist with the day-to-day operation of the charitable company. The committee includes both Trustee-members and non-Trustee-members. The Trustee-members are responsible for all decisions but seek guidance and opinions from non-Trustee-members and, indeed, on occasion, the charity membership as a whole.

Trustees' responsibilities in relation to the Financial Statements

Company law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the charitable company at the end of the financial year and of its surplus or deficit for the financial year. In doing so the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 business.

The Trustees are responsible for maintaining property accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enables them to ensure that the financial statements comply with the Companies Act 1985. The Trustees 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.

This report has been prepared in accordance with the small company regime (section 419(2)) of the Companies Act 2006.

Signed on behalf of the board of Trustees by:

Dr S Meech – Chair

Date: 14th October 2021

**THE DUCHENNE FAMILY SUPPORT GROUP
(A COMPANY LIMITED BY GUARANTEE)**

Independent Examiner's report to the Trustees of The Duchenne Family Support Group

I report on the accounts of the charity for the year ended 31st March 2021, which are set out on pages 5 to 10.

Responsibilities and basis of report

As the charity's Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act'). Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records:
- 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
- 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.

Marcus Cridland BA(Hons) FCA
Scott Vevers Ltd
65 East Street
Bridport
Dorset
DT6 3LB.

Date:

THE DUCHENNE FAMILY SUPPORT GROUP (A COMPANY LIMITED BY GUARANTEE)

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE)
FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 £	2020 £
Income					
Income and endowments from:					
Donations		3,387	-	3,387	3,479
Grants		7,280	9,000	16,280	-
Charitable activities:					
Contributions from families towards events		-	-	-	10,528
Other trading activities					
Fundraising		16,629	-	16,629	24,889
Total Income		<u>27,296</u>	<u>9,000</u>	<u>36,296</u>	<u>38,896</u>
Expenditure on:					
Raising funds	3	2,449	-	2,449	2,290
Charitable activities	4	17,027	6,527	23,554	43,252
Total expenditure		<u>19,476</u>	<u>6,527</u>	<u>26,003</u>	<u>45,542</u>
Net income (expenditure) for the year		7,820	2,473	10,293	(6,646)
Transfers between funds		(422)	422	-	-
Net movement in funds		<u>7,398</u>	<u>2,895</u>	<u>10,293</u>	<u>(6,646)</u>
Reconciliation of funds					
Total funds at 1st April 2020		21,423	-	21,423	28,069
Total funds at 31st March 2021		<u><u>28,821</u></u>	<u><u>2,895</u></u>	<u><u>31,716</u></u>	<u><u>21,423</u></u>

All amounts derive from continuing activities.

All gains and losses recognised in the period are included in the statement of financial activities.

The notes on pages 7 to 10 form part of these financial statements

THE DUCHENNE FAMILY SUPPORT GROUP (A COMPANY LIMITED BY GUARANTEE)**BALANCE SHEET AT 31ST MARCH 2021**

	Notes	2021		2020	
		£	£	£	£
Current assets					
Debtors	10	5,641		5,641	
Cash at bank and in hand		27,745		17,222	
		<u>33,386</u>		<u>22,863</u>	
Creditors: Amounts falling due within one year	11	<u>(1,670)</u>		<u>(1,440)</u>	
Net current assets			31,716		21,423
Total assets less current liabilities			<u>31,716</u>		<u>21,423</u>
The funds of the charity:					
Restricted income funds	12		2,895		-
Unrestricted income funds:	12		28,821		21,423
Total charity funds			<u>31,716</u>		<u>21,423</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts:

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

The financial statements were approved by the board of Trustees and signed on its behalf by:

Dr S Meech - Trustee

Date: 14th October 2021

The notes on pages 7 to 10 form part of these financial statements

THE DUCHENNE FAMILY SUPPORT GROUP (A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31ST MARCH 2021

1 Accounting policies

1.1 Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared under the historical cost convention and 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The accounts include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

1.2 Income

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be quantified with reasonable accuracy. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income is recognised on a receivable basis.

1.3 Volunteers and donated services and facilities

The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the trustees' annual report.

1.4 Expenditure

Expenditure is recognised when a liability is incurred.

Costs of raising funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities include expenditure associated with the production of the newsletter and other information, provision of a helpline and volunteer network services and provision of events and holidays, together with support costs relating to these activities.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

1.5 Funds structure

The charity has a number of restricted income funds to account for situations where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose.

All other funds are unrestricted income funds.

2 Income

	Unrestricted		Restricted		Total	
	2021	2020	2021	2020	2021	2020
	£	£	£	£	£	£
Grants and donations	10,667	2,269	9,000	1,210	19,667	3,479
Event contributions	-	-	-	10,528	-	10,528

THE DUCHENNE FAMILY SUPPORT GROUP (A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31ST MARCH 2021

Fundraising	16,629	24,889	-	-	16,629	24,889
	<u>27,296</u>	<u>27,158</u>	<u>9,000</u>	<u>11,738</u>	<u>36,296</u>	<u>38,896</u>

3 Cost of raising funds

	2021	2020
	£	£
Fundraising costs	2,336	2,142
Support costs (see note 5)	113	148
	<u>2,449</u>	<u>2,290</u>

4 Analysis of charitable expenditure

	Total	Total
	2021	2020
	£	£
Restricted		
Family event costs	161	22,035
Pears costs	6,105	-
Remembrance event costs and bereavement support	261	3,029
	<u>6,527</u>	<u>25,064</u>
Unrestricted		
Travel	52	378
Conferences etc	152	1,332
Printing including newsletter production	5,411	7,956
Website	149	149
Support and governance costs (see note 5)	11,263	8,373
	<u>17,027</u>	<u>18,188</u>
	<u>23,554</u>	<u>43,252</u>

5 Support costs

	Generating Funds	Direct Charitable	Governance	Total 2021	Total 2020
	£	£	£	£	£
Administrator's salary	-	7,480	831	8,311	5,334
Committee meeting costs	-	-	-	-	138
Telephone and internet	-	184	21	205	325
Postage and stationery and office costs	-	374	41	415	633
Insurance	113	293	45	451	451
Office rent	-	-	-	-	80
Legal and professional fees	-	882	98	980	942
Independent examiner's fees	-	-	870	870	618
	<u>113</u>	<u>9,357</u>	<u>1,906</u>	<u>11,376</u>	<u>8,521</u>

2020	£	£	£	£
<i>Administrator's salary</i>	-	4,801	533	5,334
<i>Committee meeting costs</i>	35	89	14	138
<i>Telephone and internet</i>	-	292	33	325
<i>Postage and stationery and office costs</i>	-	570	63	633
<i>Insurance</i>	113	293	45	451
<i>Office rent</i>	-	80	-	80

THE DUCHENNE FAMILY SUPPORT GROUP (A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31ST MARCH 2021

<i>Legal and professional fees</i>	-	848	94	942
<i>Independent examiner's fees</i>		-	618	618
	<u>148</u>	<u>6,973</u>	<u>1,400</u>	<u>8,521</u>

6 Trustees' remuneration and expenses

Trustees received no emoluments in the year.

During the year no trustees were reimbursed out of pocket expenses for travelling which totalled £0 (2020 : two trustees totalling £95).

7 Analysis of staff costs

	Total 2021 £	Total 2020 £
Salaries and wages	8,311	5,334
Social security costs	-	-
	<u>8,311</u>	<u>5,334</u>

8 Staff numbers

The average number of full-time employees (including casual and part-time staff) during the year was as follows:

	Total 2021	Total 2020
Charitable activities	0.44	0.24
Governance	0.02	0.02
	<u>0.46</u>	<u>0.26</u>
Average number of staff (headcount)	<u>1</u>	<u>1</u>

9 Taxation

The company is a registered charity and no provision is considered necessary for taxation.

10 Debtors

	2021 £	2020 £
Prepaid fundraising costs	1,980	1,980
Prepaid event costs	3,661	3,661
	<u>5,641</u>	<u>5,641</u>

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Event contributions received in advance	800	800
Social security and other taxes	-	22
Other creditors and accruals	870	618
	<u>1,670</u>	<u>1,440</u>

THE DUCHENNE FAMILY SUPPORT GROUP (A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31ST MARCH 2021

12 Analysis of charitable funds

	Brought Forward	Incoming resources	Resources expended	Transfers	Carried Forward
	£	£	£	£	£
Restricted funds					
Pears fund	-	9,000	(6,105)	-	2,895
Remembrance events fund	-	-	(261)	261	-
Events fund	-	-	(161)	161	-
	<u>-</u>	<u>9,000</u>	<u>(6,527)</u>	<u>422</u>	<u>2,895</u>
Unrestricted funds					
General fund	21,423	27,296	(19,476)	(422)	28,821
	<u>21,423</u>	<u>36,296</u>	<u>(26,003)</u>	<u>-</u>	<u>31,716</u>

Description of restricted funds

Events fund: - Funding raised by individuals for the provision of holidays and events

Remembrance event fund – Donations received with instructions to use towards the costs of providing a remembrance event as part of bereavement support.

13 Analysis of net assets between funds

	General fund	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Cash at bank and in hand	24,850	2,895	27,745	17,222
Other net current assets/liabilities	3,971	-	3,971	4,201
	<u>28,821</u>	<u>2,895</u>	<u>31,716</u>	<u>21,423</u>
2020	£	£	£	£
<i>Cash at bank and in hand</i>	<i>17,680</i>	<i>(458)</i>	<i>17,222</i>	<i>26,808</i>
<i>Other net current assets/liabilities</i>	<i>4,201</i>	<i>-</i>	<i>4,201</i>	<i>1,261</i>
	<u><i>21,881</i></u>	<u><i>(458)</i></u>	<u><i>21,423</i></u>	<u><i>28,069</i></u>

14 Legal status of charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

15 Related party transactions

Donations totalling £0 were made to the charity by no trustees during the year.