

THE CHRONICLE SUNSHINE FUND

England & Wales · Charity number 1133293

Details

Other names	EVENING CHRONICLE SUNSHINE FUND
Status	Registered
Legal form	Charitable company
Company number	07035903
Registered	2009-12-14
Register	View on the Charity Commission register

Contact

Address	The Chronicle Sunshine Fund ncjMedia Ltd 2nd Floor Eldon Court Percy Street Newcastl
Phone	01912016289
Email	DAVID.WILSON@THESUNSHINEFUND.ORG
Website	https://thesunshinefund.org/

Activities

Objects: The Charity's objects are to benefit the sick or disabled young people up to and including the age of 18 years living in the English counties of Northumberland, Tyne and Wear, Durham and Cleveland ("the Area of Benefit") including but not limited to:(a) Provision of funds for, or paying for, specialist equipment items for beneficiaries where they or those with responsibility for them could not otherwise afford those items and where those items are not provided by the NHS, Local Authorities or other similar public service;(b) providing recreational and leisure time activities in the interest of social welfare with a view to improving their conditions of life; (c) providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; and(d) providing family and organisation support to them and their families including, but not limited to, outreach services, support with applications and befriending, signposting to and facilitating introductions between their families.

Activities: We supply specialist equipment to children with disabilities in the North East region.

Classification

- **How:** Other Charitable Activities
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Children/young People, People With Disabilities

Geography

- **Area of benefit:** NORTHUMBERLAND, TYNE AND WEAR, DURHAM AND CLEVELAND
- Darlington
- Durham
- Newcastle Upon Tyne City
- Northumberland
- Sunderland

Finances

Period end	Income	Expenditure	Assets	Employees
2024-06-30	£398,136	£319,814	-	-
2023-06-30	£339,912	£299,701	-	-
2022-06-30	£261,298	£310,149	-	-
2021-06-30	£318,147	£320,203	-	-
2020-06-30	£339,124	£342,752	-	-

Trustees

Name	Role	Appointed
Helen Dalby	Chair	2018-03-22
Amy Veronica Whyte		2018-03-22
CORRETTA KATHYANN KEARS		2023-04-26
Chris Whittington		2020-03-18
Dr Caroline Grayson		2023-07-19
Graeme Whitfield		2023-01-25
Jonathan Waters		2020-01-08
Laura Thomson		2022-10-12
Maggie Pavlou		2021-01-27
Reece Jensen		2023-04-26
Sebastian Emil Nyegaard Leonhardsen		2023-04-26
Stuart Brown		2023-04-26

Accounts

Company registration number: 07035903

Charity registration number: 1133293

THE CHRONICLE SUNSHINE FUND

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2023

The Chronicle Sunshine Fund

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The Chronicle Sunshine Fund

Reference and Administrative Details

Trustees

Mrs H Dalby, Chair
Mrs B E Dean (resigned 11 August 2022)
Mr J D Douglas, Deputy Chair
Mrs A V Whyte
Mr J S Waters
Mrs R Bell (resigned 12 October 2022)
Mr C Whittington
Mrs M Pavlou
L A Thompson (appointed 12 October 2022)

Secretary Mr J S Waters

Charity Director S Sargeant

Registered Office

NCJ Media Limited
Eldon Court, 2nd Floor
Percy Street
Newcastle upon Tyne
NE1 7JB

The charity is incorporated in England and Wales.

Company Registration Number 07035903

Charity Registration Number 1133293

Solicitors:

Hay & Kilner
The Lumen
St James' Boulevard
Newcastle Helix
Newcastle upon Tyne
NE4 5BZ

Bankers

HSBC
Grey Street
110 Grey Street
Newcastle upon Tyne
NE1 6JG

Independent Examiner

Simon Brown BA ACA DChA
Independent Examiner
Azets Audit Services
Bulman House
Regent Centre
Gosforth
Newcastle upon Tyne
NE3 3LS

The Chronicle Sunshine Fund

Trustees' Report

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of The Chronicle Sunshine Fund (the charitable company) for the year ended 30 June 2023.

The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102(effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report Regulations 2013) is not required.

OBJECTIVES AND ACTIVITIES

Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The charity's objectives are to benefit sick or disabled young people up to and including the age of 18 years living in the English Counties of Northumberland, Tyne and Wear, Durham and Cleveland but not limited to:

- a) provision of funds or paying for specialist equipment items for beneficiaries where they, those with responsibility for them could not otherwise afford those items and where those items are not provided by the NHS, Local authorities or similar public service;
- b) providing recreational and leisure time activities in the interest of social welfare with a view to improve their conditions of life; and
- c) providing support and activities which develop their skills, capabilities to enable them to participate in society as mature and responsible individuals.

Making amendments and expansions of our Memorandum and Articles, which we agreed upon by The Charity Commission, allowed us extend our services beyond equipment provision. As a result of this new addition to our existing charitable purposes, we have amended our Memorandum of Articles in conjunction with Hay and Kilner Law, allowing us to provide whole family, parent and carer and individual support such as pre counselling and befriending services, a families helpline and a series of educational video tutorials. This is an area of growth for us in the future as we continue to add more services which our beneficiaries need.

The Chronicle Sunshine Fund

Trustees' Report

Activities for achieving objectives

We have a wide variety of activities to ensure we raise the profile of the charity throughout the region. This enables us to generate income for our charitable purposes.

These activities include:

- Hosting events;
- Third party events;
- Applying to Trusts and Foundations;
- Fundraising activities including generating income through, community, legacies and corporate streams;
- Annual appeals

Specialist equipment policies

We invite individuals and organisations from the North East of England to request support for us to provide children up to and including 18 years old with specialist equipment.

The charity's application for support procedure must be completed and accompanied by two supporting letters from professionals who know the child and who can explain how they will be helped by receiving the equipment. We also require two quotes for the equipment where possible. The application is then assessed by our medical equipment panel on a quarterly basis. The equipment panel is made up of some of the trustees together with experienced health and social care professionals with expertise in children's and young people's health and wellbeing.

If successful, the payment is made directly to the supplier for the equipment and delivered to the home address of the child or to the address of the organisation who have applied.

Fundraising disclosures

The charity is required to report how it deals with fundraising from the public. The charity does not use a contracted third party professional fundraiser or commercial participator to raise funds. Any monies raised direct from the public follows all guidelines set out by the Charity Commission and UK law in every respect. We respect the privacy and contact preferences of all public donors.

The Chronicle Sunshine Fund

Trustees' Report

ACHIEVEMENTS AND PERFORMANCE

Review of activities

We have continued to invest resource in Trust Fundraising and have achieved success even at a time when sector success rates have been impacted. We have developed new programmes to enable us to be more successful with Trust Funders such as family events tackling social isolation and developing family networks.

We have significantly grown our Sunshine Families platform and now have over 250 active members sharing information, experiences and family offers, creating a safe and private platform for families to converse.

Our portfolio of events continues to be centrally important to our fundraising and successful fundraising events this year include:

- Sunshine Run - We hosted our annual Sunshine Run in June and attracted over 250 participants to celebrate the 20th anniversary of this event.
- UK-based Trek - Our trek event being UK-based allowed us to avoid the uncertainty still surrounding foreign travel restrictions at the time of the event as well as allowing us to have more trekkers and achieve a greater level of income.
- Great North Run and Mini/Junior Great North Run
- Mamma Mia! Ball - We managed to host a successful Ball at a time when many larger charities were unable to take the risk of filling the event in a post-pandemic market. We delivered our event partly thanks to a strong corporate partnership with St James' Square Law firm plus the extensive events experience within the team.
- Question of Sport
- Christmas appeal - We run an annual appeal each Christmas utilising corporate, community and advertising support from the Chronicle newspaper and our partnership with Stagecoach was particularly successful.

The Chronicle provides a wide range of support equating to significant equivalent financial value to The Chronicle Sunshine Fund, including practical resources in terms of office space and the use of facilities and utilities. In-kind support such as social media training and IT guidance as well as PR opportunities on the ChronicleLive website and in The Chronicle, Journal and Sunday Sun newspapers, with a dedicated reporter for this appointed in 2022. These opportunities and exposure to new audiences raise awareness of our charitable aims, help us promote events, generate additional income and share stories of the families we support. We continue to strengthen and develop the relationship with the continuation into 2023/4 of the dedicated reporter and the addition of a former dedicated TCSF reporter, now a manager on the ChronicleLive newsdesk, to the steering committee for our annual Ball event.

The Chronicle Sunshine Fund

Trustees' Report

In addition, a dedicated bank of desks in The Chronicle office has now been expanded to accommodate the entire TCSF team and greater use of this workspace and ability to work together in person has evolved during 2022 and into 2023 as we have adjusted to post-pandemic hybrid working, embracing its advantages but ensuring we have time together as a team. Our hybrid working model allows our team to have face to face and creative time within an office environment but also the flexibility to spend more time working remotely in the community.

We invested in new IT equipment and software to make working from home more efficient for our team so that productivity remains high and we have the means to carry on delivering services and are not at risk of disruption should a future requirement to work remotely arise unexpectedly. The new laptops have been welcomed by team members and made a significant improvement to productivity. We have also successfully upskilled team members in Safeguarding and GDPR.

During this period, we have continued to exceed pre-pandemic levels of equipment provision despite the challenges and barriers we have faced with income generation. We have made awards that may have been granted by other charities who stopped services when we carried on, and all in a time when we have launched new services with great success. We are extremely proud of this.

We now have a fully integrated in-house Trust Fundraising strategy and we have seen considerable success in this area. We now have more robust application, reporting and monitoring Trust Fundraising processes resulting in a more collaborative approach across the team and developing long-term relationships with existing and new Trust Funders. We have been successful in securing core funding from Trusts, allowing us to apply for support covering our staff salary and small overhead costs. We have seen success in securing funding to support our additional family services and inclusive and accessible events. Due to continued success in this area, The Chronicle Sunshine Fund has been able to develop new projects and support services for the families of the children we care for, meaning our support does not stop once the equipment we provide has been delivered.

Our family services continue to be an area of focus for us and we have continuously filled events throughout the year, exceeding our capacity. This shows the great need for adapted and inclusive experiences for young people in the North East region. We continue to provide practical and emotional support to disadvantaged local families who may need the support of the charity either immediately or in the future via one to one interactions, group sessions and workshops which include training opportunities.

We have grown our online presence during this period and have employed a full time Marketing and Communications Officer who has developed a suite of online support materials, removed barriers to our application process by installing accessible features to our website and grown our private online Families Groups. Collaboration with other service providers and charities can make us eligible for joint and project funding in the future which is an avenue we continue to explore given our strong relationships and networks in the North East.

FINANCIAL REVIEW

Going concern

After making appropriate enquiries, the trustees believe that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

The Chronicle Sunshine Fund

Trustees' Report

Reserves policy

The Chronicle Sunshine Fund has a reserve policy to maintain free reserves of three months unrestricted running costs. The definition of free reserves accords with the Charity Commission, which are unrestricted reserves excluding those designated and tied up in fixed assets.

Based on a typical year, the core costs of The Chronicle Sunshine Fund run between £300,000 and £360,000 per annum. This would equate to holding free reserves of between £75,000 and £90,000.

At the year end the charity had free reserves of £39,759 (2022: £16,424) which is lower than the desired range. As a result the charity continues to host events and to work with funders to attract funding which supports core costs (as well as funding for specific equipment purchases).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 1 October 2009 which has been updated in February 2021.

The charitable company is constituted under a Memorandum of Association dated 1 October 2009 and is a registered charity number 1133293.

The principal object of the charitable company is to benefit children and young people with disabilities up to and including the age of 18 years living in the English counties of Northumberland, Tyne & Wear, Durham and Cleveland.

Method of appointment or election of trustees

The management of the charitable company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Policies adopted for the induction and training of trustees

All Trustees are recruited based on the skills required and the needs of the charity at that point in time and future plans. We also try where possible to ensure a fair gender balance. All Trustees are asked to complete the appropriate checks in line with the Charity Commission guidelines. New Trustees will enjoy a full induction programme including time in the office with staff experiencing the organisation first hand and thereafter be assigned an area of responsibility depending on their expertise. All procedures are in line with the Charity Commission guidelines.

Organisational structure and decision making

The Trustees manage the business of the charity as per Article 23 of the Articles of Association together with the Charity Director.

The Chronicle Sunshine Fund

Trustees' Report

Risk management

The Trustees have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

We implemented several measures to support the charity's continued stable operation during periods of lockdown restrictions and impact caused by the pandemic, and as we have moved into a post-pandemic economy and into a cost of living crisis we have remained as fluid and flexible as possible to ensure that we retain the learnings and advantages of changes we made to our operation during the pandemic itself. These measures were focused on ensuring a framework was in place for regular, dynamic assessment of the risks to the operation of our organisation and/or to our planned activities. Recognising the fluidity of the situation, and elements beyond our control such as the lifting/imposing of restrictions, we implemented a weekly cash flow management process whereby cash flow was projected, assessed, reviewed and shared with Trustees for information and any comments invited on a week-by-week basis so that rapidly changing circumstances could be adapted to swiftly. We have retained and continued this regular cash flow forecasting approach as we continue to monitor our financial challenges closely.

We also increased the frequency of Trustee meetings, held virtually, to monthly during the period of greatest impact of the pandemic. This enabled us to retain fluidity in our decision-making while providing staff with additional regular support and guidance from Trustees. While Trustee meetings are now quarterly once more, we have retained the monthly senior team face-to-face with the chair and charity director at which key risks and their impact can be assessed, decisions can be made and appropriate support given.

In addition, we have recruited an expanded board of Trustees this year to ensure a better spread of skills and experience, with new Trustees coming on board from the worlds of IT and software development, financial management, paediatric healthcare and occupational therapy. These Trustees will be formally elected in the 2024 AGM.

The Chronicle Sunshine Fund

Trustees' Report

Future developments

The Chronicle Sunshine Fund has experienced a significant rise in applications for equipment, enquiries to the charity for future equipment applications and advice, as the North East has moved out of the post-pandemic challenges and into a cost of living crisis with a severe impact on the provision of NHS services. Collaboration with other service providers and charities can make us eligible for joint and project funding in the future which is an avenue we continue to explore.

We launched our first ever youth education and fundraising initiative, Seeds of Hope, in 2022 and continued this into 2023, and it will continue to be an exciting and important area of focus for us in H22023 and beyond. The model was based on a target of 15 organisations and we had 31 actually take part. The aim of this campaign was to start conversations at schools, youth groups and community organisations with children and young people around topics such as equality, diversity and acceptance. TCSF worked with primary school staff to design a series of learning resources which we delivered in the form of multimedia workshops and live school assemblies. As a result of developing these relationships we now have several warm schools fundraising for us in various ways.

We have refocused the role of Marketing and Communications Officer with a successful new appointment in H12023 and are seeing the success of this new focus in the growth and increased reach and visibility of our social media platforms. Ensuring this newly refocused role's clearer brief continues to deliver our digital strategy is a key focus into H22023 and beyond.

We have restructured our team to have full-time resource in Events and a designated p/t role in Finance and Admin meaning we have now the right split of focus and responsibilities. As income generation and how we host events within the charity sector continues to change, The Chronicle Sunshine Fund will adapt our events calendar for the year ahead to ensure events are cost effective with a good return on investment as well as demonstratable promotional and guest experience values. As an example, we have taken the decision to review and rearrange our annual portfolio of events to ensure a better spread of our black tie events and a return to the core brand of Sunflower Ball for our flagship annual Ball, and this will see our Ball move from September to March 2024.

We are proud that the equipment we have provided to babies, children and young adults in a variety of settings continues to have life changing effects. Many items donated to schools and organisations also have a legacy effect as they are used for many years by different children who can benefit from them. We continue to work with beneficiaries to ensure our charity meets their needs and that they are the driving force behind any changes we seek to make in the future.

The Chronicle Sunshine Fund

Trustees' Report

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Chronicle Sunshine Fund for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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 business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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. 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.

Reappointment of independent examiner

A resolution to re-appoint Simon Brown BA ACA DChA of Azets Audit Services as independent examiner for the ensuing year will be proposed at the Annual General Meeting.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

.....
Mrs H Dalby
Trustee

The Chronicle Sunshine Fund

Independent Examiner's Report to the trustees of The Chronicle Sunshine Fund ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 June 2023.

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 Chronicle Sunshine Fund are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since The Chronicle Sunshine Fund's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of The Chronicle Sunshine Fund as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

.....
Simon Brown BA ACA DChA
Azets Audit Services
Bulman House
Regent Centre
Gosforth
Newcastle upon Tyne
NE3 3LS

Date:.....

Azets Audit Services is a trading name of Azet Audit Services Limited.

The Chronicle Sunshine Fund

Statement of Financial Activities for the Year Ended 30 June 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	3	29,984	102,765	132,749	117,765
Income from fundraising events	4	206,848	-	206,848	143,543
Other income	5	315	-	315	(10)
Total Income		<u>237,147</u>	<u>102,765</u>	<u>339,912</u>	<u>261,298</u>
Expenditure on:					
Raising funds	6	(109,375)	-	(109,375)	(123,267)
Charitable activities	7	<u>(104,437)</u>	<u>(85,889)</u>	<u>(190,326)</u>	<u>(186,882)</u>
Total Expenditure		<u>(213,812)</u>	<u>(85,889)</u>	<u>(299,701)</u>	<u>(310,149)</u>
Net income/(expenditure)		<u>23,335</u>	<u>16,876</u>	<u>40,211</u>	<u>(48,851)</u>
Net movement in funds		23,335	16,876	40,211	(48,851)
Reconciliation of funds					
Total funds brought forward		<u>16,424</u>	<u>13,202</u>	<u>29,626</u>	<u>78,477</u>
Total funds carried forward	16	<u><u>39,759</u></u>	<u><u>30,078</u></u>	<u><u>69,837</u></u>	<u><u>29,626</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The Chronicle Sunshine Fund

Comparative Statement of Financial Activities for the Year Ended 30 June 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	36,110	81,655	117,765
Income from fundraising events	4	143,543	-	143,543
Other income	5	(10)	-	(10)
Total income		<u>179,643</u>	<u>81,655</u>	<u>261,298</u>
Expenditure on:				
Raising funds	6	(123,267)	-	(123,267)
Charitable activities	7	(116,235)	(70,647)	(186,882)
Total expenditure		<u>(239,502)</u>	<u>(70,647)</u>	<u>(310,149)</u>
Net (expenditure)/income		<u>(59,859)</u>	<u>11,008</u>	<u>(48,851)</u>
Net movement in funds		(59,859)	11,008	(48,851)
Reconciliation of funds				
Total funds brought forward		<u>76,283</u>	<u>2,194</u>	<u>78,477</u>
Total funds carried forward	16	<u><u>16,424</u></u>	<u><u>13,202</u></u>	<u><u>29,626</u></u>

The Chronicle Sunshine Fund

(Registration number: 07035903)
Balance Sheet as at 30 June 2023

	Note	2023 £	2022 £
Current assets			
Debtors	13	8,643	10,618
Cash at bank and in hand		<u>72,618</u>	<u>44,204</u>
		81,261	54,822
Creditors: Amounts falling due within one year	14	<u>(11,424)</u>	<u>(25,196)</u>
Net assets		<u>69,837</u>	<u>29,626</u>
Funds of the charity:			
Restricted		30,078	13,202
Unrestricted income funds			
Unrestricted funds		<u>39,759</u>	<u>16,424</u>
Total funds	16	<u>69,837</u>	<u>29,626</u>

For the financial year ending 30 June 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 11 to 23 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Mrs H Dalby
Trustee

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is: NCJ Media Limited, Eldon Court, 2nd Floor, Percy Street, Newcastle upon Tyne, NE1 7JB

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Section 1A. They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

The Chronicle Sunshine Fund meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared in sterling which is the functional currency of the entity.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

Estimation uncertainty and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgments are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

There are considered to be no significant judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies which effect the amounts recognised in the financial statements.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably. Events where tickets are purchased in advance are only recognised as income when the event takes place, given that monies are refunded in the event of a cancellation.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity supports personal pension plans taken out by employees. Contributions are charged to the income and expenditure account as they become payable.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and legacies;				
Charitable trust and foundation donations	-	102,765	102,765	96,134
General donations	2,282	-	2,282	7,275
Legacies	-	-	-	5,000
Community Foundation endowment dividends grants	27,702	-	27,702	9,356
Total for 2023	29,984	102,765	132,749	117,765
Total for 2022	36,110	81,655	117,765	

4 Income from other trading activities

	Unrestricted funds General £	Restricted funds £	Total funds £	Total 2022 £
Appeals	13,380	-	13,380	7,613
Community fundraising	142,314	-	142,314	108,552
Lotteries and competitions income	1,872	-	1,872	1,829
Corporate fundraising	49,597	-	49,597	25,549
Events income	(315)	-	(315)	-
Total for 2023	206,848	-	206,848	143,543
Total for 2022	143,543	-	143,543	

5 Other income

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
HMRC refund	315	-	315	(10)

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

6 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Wages and salaries	21,178	21,178	37,928
Events direct costs	26,257	26,257	26,415
Insurance	906	906	1,755
Trade subscriptions	836	836	933
Sundry expenses	-	-	580
Travel and subsistence	942	942	3,693
Legal and professional fees	-	-	635
Bank charges	59	59	257
Printing, postage and stationery	1,328	1,328	152
Support costs	57,869	57,869	50,916
	<u>109,375</u>	<u>109,375</u>	<u>123,264</u>

Support costs

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Insurance	161	161	312
Trade subscriptions	149	149	166
Sundry expenses	-	-	103
Travel and subsistence	168	168	659
Legal and professional fees	-	-	112
Bank charges	11	11	46
Printing, postage and stationery	236	236	27
Licenses	19	19	20
Wages and salaries	57,125	57,125	49,471
	<u>57,869</u>	<u>57,869</u>	<u>50,916</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

7 Expenditure on charitable activities

	Unrestricted General funds £	Restricted funds £	Total 2023 £
Grant funding of activities	-	85,889	85,889
Allocated support costs	104,437	-	104,437
	<u>104,437</u>	<u>85,889</u>	<u>190,326</u>

	Unrestricted funds General £	Restricted funds £	Total 2022 £
Grant funding of activities	54,535	70,647	125,182
Allocated support costs	61,700	-	61,700
	<u>116,235</u>	<u>70,647</u>	<u>186,882</u>

8 Analysis of governance and support costs Allocated support costs

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Insurance	946	946	1,832
Trade subscriptions	873	873	974
Sundry expenses	-	-	605
Travel and subsistence	984	984	3,855
Accountancy & Independent Examination fee	8,184	8,184	3,000
Legal and professional fees	-	-	1,535
Bank charges	60	60	269
Printing, postage and stationery	1,389	1,389	159
Wages and salaries	92,001	92,001	49,471
	<u>104,437</u>	<u>104,437</u>	<u>61,700</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

10 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	151,851	138,250
Social security costs	12,429	12,423
Pension costs	6,024	5,237
	<u>170,304</u>	<u>155,910</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

2023 No	2022 No
<u>7</u>	<u>7</u>

No employee received emoluments of more than £60,000 during the year.

The Trustees consider key management personnel to be the Trustees and Senior Management of the charity.

The total employee benefits of the key management personnel (as distinct from Trustees who are volunteers) of the charity were £52,469 (2022 - £51,153).

11 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	<u>2,500</u>	<u>2,500</u>

12 Taxation

The charity is exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

13 Debtors

	2023 £	2022 £
Trade debtors	6,092	4,660
Prepayments	2,075	5,958
Other debtors	476	-
	<u>8,643</u>	<u>10,618</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	8,417	2,194
Other creditors	7	-
Accruals and Deferred Income	3,000	23,002
	<u>11,424</u>	<u>25,196</u>
	2023 £	2022 £
Deferred income at 1 July 2022	23,002	4,000
Resources deferred in the period	-	23,002
Amounts released from previous periods	(23,002)	(4,000)
Deferred income at year end	<u>-</u>	<u>23,002</u>

15 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £6,024 (2022: £5,237).

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

16 Funds

	Balance at 1 July 2022 £	Incoming resources £	Resources expended £	Balance at 30 June 2023 £
Unrestricted funds				
<i>General</i>				
General funds	16,424	237,147	(213,812)	39,759
Restricted funds				
Restricted fund	<u>13,202</u>	<u>102,765</u>	<u>(85,889)</u>	<u>30,078</u>
Total funds	<u>29,626</u>	<u>339,912</u>	<u>(299,701)</u>	<u>69,837</u>
	Balance at 1 July 2021 £	Incoming resources £	Resources expended £	Balance at 30 June 2022 £
Unrestricted funds				
General	76,283	179,643	(239,502)	16,424
Restricted funds	<u>2,194</u>	<u>81,655</u>	<u>(70,647)</u>	<u>13,202</u>
Total funds	<u>78,477</u>	<u>261,298</u>	<u>(310,149)</u>	<u>29,626</u>

The specific purposes for which the funds are to be applied are as follows:

Restricted funds have been received by the Charity from funders for ICT equipment, trikes and bikes and other equipment.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2023

17 Analysis of net assets between funds

	Unrestricted General £	Restricted £	Total funds £
Net current assets/(liabilities)	<u>39,759</u>	<u>30,078</u>	<u>69,837</u>
	Unrestricted		
	General £	Restricted £	Total funds at 30 June 2022 £
Net current assets/(liabilities)	<u>16,424</u>	<u>13,202</u>	<u>29,626</u>

18 Related party transactions

During the year the charity made the following related party transactions:

Hay & Kilner LLP

Hay & Kilner LLP is a related party by virtue of a Trustee being an LLP member. During the period donations received of £Nil (2022: £2,373) were received. At the balance sheet date the amount due from Hay & Kilner LLP was £Nil (2022 - £Nil).

Accounts

Company registration number: 07035903

Charity registration number: 1133293

THE CHRONICLE SUNSHINE FUND

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2022

The Chronicle Sunshine Fund

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The Chronicle Sunshine Fund

Reference and Administrative Details

Trustees	Mrs H Dalby, Chair Mrs B E Dean Mr J D Douglas, Deputy Chair Mrs A V Whyte Mr J S Waters Mrs R Bell (resigned 5 September 2022) Mr C Whittington Mrs M Pavlou
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Secretary	Mr J S Waters
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Charity Director	S Sargeant
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Registered Office	NCJ Media Limited Eldon Court, 2nd Floor Percy Street Newcastle upon Tyne NE1 7JB
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The charity is incorporated in England and Wales.

Company Registration Number	07035903
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Charity Registration Number	1133293
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Solicitors:	Hay & Kilner The Lumen St James' Boulevard Newcastle Helix Newcastle upon Tyne NE4 5BZ
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Bankers	HSBC Grey Street 110 Grey Street Newcastle upon Tyne NE1 6JG
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Independent Examiner	Simon Brown BA ACA DChA Independent Examiner Azets Audit Services Bulman House Regent Centre Gosforth Newcastle upon Tyne NE3 3LS
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The Chronicle Sunshine Fund

Trustees' Report

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of The Chronicle Sunshine Fund (the charitable company) for the year ended 30 June 2022.

The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

OBJECTIVES AND ACTIVITIES

Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The charity's objectives are to benefit sick or disabled young people up to and including the age of 18 years living in the English Counties of Northumberland, Tyne and Wear, Durham and Cleveland but not limited to:

- a) provision of funds or paying for specialist equipment items for beneficiaries where they, those with responsibility for them could not otherwise afford those items and where those items are not provided by the NHS, Local authorities or similar public service;
- b) providing recreational and leisure time activities in the interest of social welfare with a view to improve their conditions of life; and
- c) providing support and activities which develop their skills, capabilities to enable them to participate in society as mature and responsible individuals.

Making amendments and expansions of our Memorandum and Articles, which we agreed upon by The Charity Commission, allowed us extend our services beyond equipment provision. As a result of this new addition to our existing charitable purposes, we have amended our Memorandum of Articles in conjunction with Hay and Kilner Law, allowing us to provide whole family, parent and carer and individual support such as pre counselling and befriending services, a families helpline and a series of educational video tutorials. This is an area of growth for us in the future as we continue to add more services which our beneficiaries need.

The Chronicle Sunshine Fund

Trustees' Report

Activities for achieving objectives

We have a wide variety of activities to ensure we raise the profile of the charity throughout the region. This enables us to generate income for our charitable purposes.

These activities include:

- Hosting events;
- Third party events;
- Applying to Trusts and Foundations;
- Fundraising activities including generating income through, community, legacies and corporate streams;
- Annual appeals

Specialist equipment policies

We invite individuals and organisations from the North East of England to request support for us to provide children up to and including 18 years old with specialist equipment.

The charity's request procedure must be completed and accompanied by two supporting letters from professionals who know the child and who can explain how they will be helped by receiving the equipment. We also require two quotes for the equipment where possible. This will then be assessed by the committee on a quarterly basis. The committee is made up of some of the trustees together with experienced health professionals with expertise in children's and young people's health.

If successful, the payment is made directly to the supplier for the equipment and delivered to the home address of the child or to the address of the organisation.

Fundraising disclosures

The charity is required to report how it deals with fundraising from the public. The charity does not use a contracted third party professional fundraiser or commercial participator to raise funds. Any monies raised direct from the public follows all guidelines set out by the Charity Commission and UK law in every respect. We respect the privacy and contact preferences of all public donors.

The Chronicle Sunshine Fund

Trustees' Report

ACHIEVEMENTS AND PERFORMANCE

Review of activities

Our annual appeals consist of Go Bananas and Christmas.

We have restructured our team to have full-time resource in Events and a designated part-time role in finance and admin meaning we have now adequate resource to re-establish these events post pandemic and look to introduce new events. Successful fundraising events this year include:
Noche del Sol Ball - November 2021

Successful fundraising events this year include:

Noche del Sol Ball - November 2021

UK-based Trek

Sunshine Run - this attracted over 250 participants

We have also been able to plan the execution of the Great North Run, Mini/Junior Great North Run and a Mamma Mia Ball plus Question of Sport event for autumn 2022.

We managed to host a successful ball at a time when other, much larger local charities were unwilling to take the risk/unable to fill the room. We only managed to do this due to the strong corporate partnership we have with St James Square Law firm plus the extensive events experience within the newly restructured and appointed team.

We planned and executed a successful UK based trek. Having a UK trek with more trekkers allowed us to achieve a greater level of income.

The Chronicle provides a wide range of significant support to The Chronicle Sunshine Fund, including practical resources in terms of office space and the use of facilities and utilities. In-kind support such as social media training and IT guidance as well as PR opportunities on the ChronicleLive website and in The Chronicle, Journal and Sunday Sun newspapers. These opportunities and exposure to new audiences raise awareness of our charitable aims, help us promote events, generate additional income and share stories of the families we support.

Several of our planned annual fundraising events scheduled for 2020/21 were cancelled or postponed into 2021/22.

The Chronicle provides a wide range of significant support to The Chronicle Sunshine Fund, including practical resources in terms of office space and the use of facilities and utilities. In-kind support such as social media training and IT guidance as well as PR opportunities on the ChronicleLive website and in The Chronicle, Journal and Sunday Sun newspapers. These opportunities and exposure to new audiences raise awareness of our charitable aims, help us promote events, generate additional income and share stories of the families we support.

The Chronicle Sunshine Fund

Trustees' Report

During this period, we have maintained pre pandemic levels of equipment provisions despite the challenges and barriers we have faced. We have made awards that may have been granted by other charities who stopped services when we carried on, and all in a time when we have launched new services with great success. We are extremely proud of this.

We fully integrated In House Trust Fundraising into our fundraising strategy and we have seen considerable success in this area. We now have more robust application, reporting and monitoring Trust Fundraising processes resulting in a more collaborative approach across the team and developing long term relationships with existing and new Trust Funders. We have been successful in securing core funding from Trusts, allowing us to apply for support covering our staff salary and small overhead costs. Our continued focus on and investment in Trust Fundraising means we have achieved success at a time when the wider sector success rates have been impacted. We have developed new programmes to enable us to be more successful with Trust funders such as Family events tackling social isolation and developing family networks.

We have significantly grown our Sunshine Families platform and now have over 250 active members sharing information, experiences and family offers, creating a safe and private platform for families to converse.

Digital fundraising continues to be an area of focus for us, and we have continued to grow our social media presence building on the success of our digital strategy and the training carried out for team members in 2020 and 2021. As income generation within the digital fundraising sector continues to change, The Chronicle Sunshine Fund will adapt our approach and programme activity to ensure money can be raised safely.

Continuing the outreach work started in 2020/21, we launched our first ever youth education and fundraising initiative, Seeds of Hope. The model was based on 15 organisations and we had 31 actually take part. The aim of this campaign was to start conversations at schools, youth groups and community organisations with children and young people around topics such as equality, diversity and acceptance. We worked with primary school staff to design a series of learning resources which we delivered in the form of multimedia workshops and live school assemblies. As a result of developing these relationships, we now have several members signed up to take part in Great North Run and Christmas Jumper Day events for 2022.

Our outreach services have fully resumed although we continue to deliver family support online and face to face depending upon each family's preference. When family events resumed in 2021 we utilised a Covid-secure model and learnings from this continued into 2022, with each event held in Covid-secure venues/settings following all relevant guidance.

We have successfully upskilled team members in Safeguarding and GDPR.

The Chronicle Sunshine Fund

Trustees' Report

IMPACT OF COVID 19

From March 2020, the team had been operating remotely and this continued for 18 months as our shared office space at the Chronicle's headquarters in Newcastle was temporarily closed during the pandemic. This office space reopened in autumn 2021, and the team has returned to and implemented a hybrid model of working utilising the office space for meetings and team working on Mondays and for meetings as required. This allows our team to have face to face and creative time within an office environment but also the flexibility to spend more time working remotely in the community. This allows greater flexibility for our team but also enables us to re-establish corporate, community and school relationships post-pandemic.

We also invested IT equipment and software to make working from home more efficient for our team so that productivity remains high and we have the means to carry on delivering services remotely and are resilient to any future reintroduction of restrictions. Investment was also made in the support system around the new IT infrastructure.

We continued to work with Trustees to make impactful and significant changes to our operations allowing us to make savings but continue to generate income. Due to the pandemic we were compelled to cancel many of our planned fundraising initiatives and postpone others and despite restrictions ending, the impact has continued into 2022. Many of our loyal corporate supporters, for example those from the hospitality industry, are still struggling financially from the impact of the pandemic, which impacts us in terms of sponsorship, donations and event attendance in the future. Our team is now working to strengthen existing relationships and develop new ones across sectors which have not been as affected by Covid-19. The current health and cost of living crises which have been exacerbated by global events and financial pressures in 2022 have therefore combined to increase applications to the charity for specialist equipment for North East children with disabilities and we can predict that this will continue. Our firm aim and commitment is to raise sufficient funds to ensure we can meet requests even in challenging times and continue our charitable mission.

FINANCIAL REVIEW

Going concern

After making appropriate enquiries, the trustees believe that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

Reserves policy

The Chronicle Sunshine Fund has a reserve policy to maintain free reserves of three months unrestricted running costs. The definition of free reserves accords with the Charity Commission, which are unrestricted reserves excluding those designated and tied up in fixed assets.

Based on a typical year, the core costs of The Chronicle Sunshine Fund run between £300,000 and £360,000 per annum. This would equate to holding free reserves of between £75,000 and £90,000.

At the year end the charity had free reserves of £16,424 (2021: £76,283) which is lower than the desired range. As a result the charity continues to host events and to work with funders to attract funding which supports core costs (as well as funding for specific equipment purchases).

The Chronicle Sunshine Fund

Trustees' Report

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 1 October 2009 which has been updated in February 2021.

The charitable company is constituted under a Memorandum of Association dated 1 October 2009 and is a registered charity number 1133293.

The principal object of the charitable company is to benefit children and young people with disabilities up to and including the age of 18 years living in the English counties of Northumberland, Tyne & Wear, Durham and Cleveland.

Method of appointment or election of trustees

The management of the charitable company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Policies adopted for the induction and training of trustees

All Trustees are recruited based on the skills required and the needs of the charity at that point in time and future plans. We also try where possible to ensure a fair gender balance. All Trustees are asked to complete the appropriate checks in line with the Charity Commission guidelines. New Trustees will enjoy a full induction programme including time in the office with staff experiencing the organisation first hand and thereafter be assigned an area of responsibility depending on their expertise. All procedures are in line with the Charity Commission guidelines.

Organisational structure and decision making

The Trustees manage the business of the charity as per Article 23 of the Articles of Association together with the Charity Director.

The Chronicle Sunshine Fund

Trustees' Report

Risk management

The Trustees have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

We implemented several measures to support the charity's continued stable operation during periods of lockdown restrictions and impact caused by the pandemic. These measures were focused on ensuring a framework was in place for regular, dynamic assessment of the risks to the operation of our organisation and/or to our planned activities. Recognising the fluidity of the situation, and elements beyond our control such as the lifting/imposing of restrictions, we quickly implemented a weekly cash flow management process whereby cash flow was projected, assessed, reviewed and shared with trustees for comment on a week-by-week basis so that rapidly changing circumstances could be adapted to swiftly. We have retained and continued this regular cash flow forecasting approach even after restrictions have been lifted as we continue to monitor our financial challenges closely.

We also increased the frequency of Trustee meetings, held virtually, to monthly during the period of greatest impact of the pandemic. This enabled us to retain fluidity in our decision-making while providing staff with additional regular support and guidance from Trustees. While Trustee meetings have resumed as quarterly since restrictions eased, we have implemented a monthly senior team face-to-face with the chair, deputy chair and charity director at which key risks and their impact can be assessed, decisions can be made and appropriate support given

The Chronicle Sunshine Fund

Trustees' Report

Future developments

The Covid-19 Pandemic meant that we were forced to make significant changes to the operations of The Chronicle Sunshine Fund, and despite restrictions ending in 2022 the this impact continues to be felt, but so too does the creative thinking we have applied to the challenges we have faced, and our ability to review our circumstances with fluidity and make decisions quickly. As a charity which has historically relied on corporate and mass participation events for income generation, we had to make drastic changes to our fundraising model almost overnight. In June 2022 Trustees and the Charity Director held a strategic review meeting and work by the Charity Director is ongoing to plan our future organisational structure and allocation of core responsibilities among the team. This review is intended to ensure we can improve our focus on corporate partnerships and sponsorship opportunities to generate income, and to explore commercial partnership opportunities utilising the skill set of the team.

We were able to resume our Outreach Programme and new support services in 2021 in a Covid-secure way and our ability to utilise virtual events and support sessions, and hosting and attending Covid-safe income generation events and meetings, has continued and ensures we have a level of resilience to any future waves. As restrictions were lifted, we resumed family events and hosted our annual ball in November 2021 and 2022 has seen us return to a successful programme of events during spring and summer, with our flagship ball and Question of Sport event planned for autumn and sponsorship secured. We also look to host a new event in December 2022 as we continue to work to creatively to expand our portfolio of events in order to offset those which were unable to go ahead due to coronavirus restrictions still in place at the start of 2022, such as Glass Slipper. The Chronicle Sunshine Fund has experienced a significant rise in applications for equipment, enquiries to the charity for future applications and advice, and the 2022 cost of living crisis has exacerbated this.

We are a founding member of the CANN (Children Action Network Newcastle) and we now attend Children Health Wellbeing Network events and meetings with regional NHS teams, CCG members and other support organisations. We look to work more collaboratively with other charities on joint funding proposals and projects and are developing relationships with regional charities.

We are proud that the equipment we have provided to babies, children and young adults in a variety of settings continues to have life-changing effects. Many items donated to schools and organisations also have a legacy effect as they are used for many years by different children who can benefit from them. We continue to work with beneficiaries to ensure our charity meets their needs and that they are the driving force behind any changes we seek to make in the future.

The Chronicle Sunshine Fund

Trustees' Report

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Chronicle Sunshine Fund for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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 business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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. 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.

Reappointment of independent examiner

Azets Audit Services Limited, trading as Azets Audit Services, were appointed Independent Examination to the company following their acquisition of the trade of Tait Walker LLP, trading as MHA Tait Walker, on 1 May 2022.

A resolution to re-appoint Simon Brown BA ACA DChA of Azets Audit Services as independent examiner for the ensuing year will be proposed at the Annual General Meeting.

The annual report was approved by the trustees of the charity on 29.11.2022 and signed on its behalf by:



Mrs H Dalby
Trustee

The Chronicle Sunshine Fund

Independent Examiner's Report to the trustees of The Chronicle Sunshine Fund ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 June 2022.

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 Chronicle Sunshine Fund are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since The Chronicle Sunshine Fund's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of The Chronicle Sunshine Fund as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



Simon Brown BA ACA DChA
Azets Audit Services
Bulman House
Regent Centre
Gosforth
Newcastle upon Tyne
NE3 3LS

Date: 29.11.2022

Azets Audit Services is a trading name of Azet Audit Services Limited.

The Chronicle Sunshine Fund

Statement of Financial Activities for the Year Ended 30 June 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Income and Endowments from:					
Donations and legacies	3	36,110	81,655	117,765	228,414
Income from fundraising events	4	143,543	-	143,543	51,484
Other income	5	(10)	-	(10)	38,249
Total Income		<u>179,643</u>	<u>81,655</u>	<u>261,298</u>	<u>318,147</u>
Expenditure on:					
Raising funds	6	(123,267)	-	(123,267)	(101,402)
Charitable activities	7	<u>(116,235)</u>	<u>(70,647)</u>	<u>(186,882)</u>	<u>(218,801)</u>
Total Expenditure		<u>(239,502)</u>	<u>(70,647)</u>	<u>(310,149)</u>	<u>(320,203)</u>
Net (expenditure)/income		<u>(59,859)</u>	<u>11,008</u>	<u>(48,851)</u>	<u>(2,056)</u>
Net movement in funds		(59,859)	11,008	(48,851)	(2,056)
Reconciliation of funds					
Total funds brought forward		<u>76,283</u>	<u>2,194</u>	<u>78,477</u>	<u>80,533</u>
Total funds carried forward	16	<u><u>16,424</u></u>	<u><u>13,202</u></u>	<u><u>29,626</u></u>	<u><u>78,477</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The Chronicle Sunshine Fund

Comparative Statement of Financial Activities for the Year Ended 30 June 2021

(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	75,980	152,434	228,414
Income from fundraising events	4	51,484	-	51,484
Other income	5	38,249	-	38,249
Total income		<u>165,713</u>	<u>152,434</u>	<u>318,147</u>
Expenditure on:				
Raising funds	6	(101,402)	-	(101,402)
Charitable activities	7	<u>(68,561)</u>	<u>(150,240)</u>	<u>(218,801)</u>
Total expenditure		<u>(169,963)</u>	<u>(150,240)</u>	<u>(320,203)</u>
Net (expenditure)/income		<u>(4,250)</u>	<u>2,194</u>	<u>(2,056)</u>
Net movement in funds		(4,250)	2,194	(2,056)
Reconciliation of funds				
Total funds brought forward		<u>80,533</u>	<u>-</u>	<u>80,533</u>
Total funds carried forward	16	<u><u>76,283</u></u>	<u><u>2,194</u></u>	<u><u>78,477</u></u>

The Chronicle Sunshine Fund

(Registration number: 07035903)
Balance Sheet as at 30 June 2022

	Note	2022 £	2021 £
Current assets			
Debtors	13	10,618	6,314
Cash at bank and in hand		<u>44,204</u>	<u>82,147</u>
		54,822	88,461
Creditors: Amounts falling due within one year	14	<u>(25,196)</u>	<u>(9,984)</u>
Net assets		<u>29,626</u>	<u>78,477</u>
Funds of the charity:			
Restricted		13,202	2,194
Unrestricted income funds			
Unrestricted funds		<u>16,424</u>	<u>76,283</u>
Total funds	16	<u>29,626</u>	<u>78,477</u>

For the financial year ending 30 June 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 12 to 25 were approved by the trustees, and authorised for issue on ~~29.11.2022~~ and signed on their behalf by:



Mrs H Dalby
Trustee

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is: NCJ Media Limited, Eldon Court, 2nd Floor, Percy Street, Newcastle upon Tyne, NE1 7JB

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Section 1A. They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

The Chronicle Sunshine Fund meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared in sterling which is the functional currency of the entity.

Going concern

At the year ended March 2022 the balance sheet showed net assets of £29,626. This includes creditors of £25,196 due to the timing of events, where monies has been received in advance. The trustees have considered the financial position in light of the forecast prepared and likely changes in trading performance and on conclusion of this work, given the strong cash balance, consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

Estimation uncertainty and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgments are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

There are considered to be no significant judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies which effect the amounts recognised in the financial statements.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably. Events where tickets are purchased in advance are only recognised as income when the event takes place, given that monies are refunded in the event of a cancellation.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity supports personal pension plans taken out by employees. Contributions are charges to the income and expenditure account as they become payable.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Donations and legacies;				
Charitable trust and foundation donations	14,479	81,655	96,134	215,918
General donations	7,275	-	7,275	2,500
Legacies	5,000	-	5,000	-
Community Foundation endowment dividends grants	9,356	-	9,356	9,996
Total for 2022	<u>36,110</u>	<u>81,655</u>	<u>117,765</u>	<u>228,414</u>
Total for 2021	<u>75,980</u>	<u>152,434</u>	<u>228,414</u>	

4 Income from other trading activities

	Unrestricted funds General £	Restricted funds £	Total funds £	Total 2021 £
Appeals	7,613	-	7,613	18,245
Community fundraising	108,552	-	108,552	23,266
Lotteries and competitions income	1,829	-	1,829	1,418
Corporate fundraising	25,549	-	25,549	8,555
Total for 2022	<u>143,543</u>	<u>-</u>	<u>143,543</u>	<u>51,484</u>
Total for 2021	<u>51,484</u>	<u>-</u>	<u>51,484</u>	

5 Other income

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Government grants	-	-	-	26,553
HMRC refund	(10)	-	(10)	11,696
Total for 2022	<u>(10)</u>	<u>-</u>	<u>(10)</u>	<u>38,249</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

6 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Wages and salaries	37,928	37,928	68,145
Events direct costs	26,415	26,415	8,730
Insurance	1,755	1,755	1,572
Trade subscriptions	933	933	542
Sundry expenses	580	580	-
Travel and subsistence	3,693	3,693	62
Legal and professional fees	635	635	591
Bank charges	257	257	219
Printing, postage and stationery	152	152	610
Support costs	50,916	50,916	20,931
	<u>123,264</u>	<u>123,264</u>	<u>101,402</u>

Support costs

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Insurance	312	312	281
Trade subscriptions	166	166	96
Sundry expenses	103	103	-
Travel and subsistence	659	659	11
Consultancy fees	-	-	1,283
Legal and professional fees	112	112	105
Bank charges	46	46	39
Printing, postage and stationery	27	27	780
Licenses	20	20	20
Wages and salaries	49,471	49,471	18,316
	<u>50,916</u>	<u>50,916</u>	<u>20,931</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

7 Expenditure on charitable activities

	Unrestricted General funds £	Restricted funds £	Total 2022 £
Grant funding of activities	54,535	70,647	125,182
Allocated support costs	61,700	-	61,700
	<u>116,235</u>	<u>70,647</u>	<u>186,882</u>

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Grant funding of activities	2,982	150,240	153,222
Allocated support costs	65,579	-	65,579
	<u>68,561</u>	<u>150,240</u>	<u>218,801</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

In addition to the expenditure analysed above, there are also governance costs of £45,821 (2021 - £20,931) which relate directly to charitable activities. See note 8 for further details.

8 Analysis of governance and support costs

Allocated support costs

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Insurance	1,832	1,832	1,641
Trade subscriptions	974	974	566
Sundry expenses	605	605	-
Travel and subsistence	3,855	3,855	64
Accountancy & Independent Examination fee	3,000	3,000	3,000
Legal and professional fees	1,535	1,535	619
Bank charges	269	269	229
Printing, postage and stationery	159	159	639
Wages and salaries	49,471	49,471	58,821
	<u>61,700</u>	<u>61,700</u>	<u>65,579</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

10 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	138,250	125,362
Social security costs	12,423	14,906
Pension costs	5,237	5,014
	<u>155,910</u>	<u>145,282</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

2022 No	2021 No
<u>7</u>	<u>5</u>

No employee received emoluments of more than £60,000 during the year.

The Trustees consider key management personnel to be the Trustees and Senior Management of the charity.

The total employee benefits of the key management personnel (as distinct from Trustees who are volunteers) of the charity were £51,153 (2021 - £47,949).

11 Independent examiner's remuneration

	2022 £	2021 £
Examination of the financial statements	<u>2,500</u>	<u>2,500</u>

12 Taxation

The charity is exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

13 Debtors

	2022 £	2021 £
Trade debtors	4,660	1,000
Prepayments	5,958	5,314
	<u>10,618</u>	<u>6,314</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

14 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other taxation and social security	2,194	2,984
Accruals and Deferred Income	23,002	7,000
	<u>25,196</u>	<u>9,984</u>
	2022	2021
	£	£
Deferred income at 1 July 2021	4,000	-
Resources deferred in the period	23,002	4,000
Amounts released from previous periods	(4,000)	-
Deferred income at year end	<u>23,002</u>	<u>4,000</u>

15 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £5,237 (2021: £5,014).

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

16 Funds

	Balance at 1 July 2021 £	Incoming resources £	Resources expended £	Balance at 30 June 2022 £
Unrestricted funds				
<i>General</i>				
General funds	76,283	179,643	(239,502)	16,424
Restricted funds				
Restricted fund	<u>2,194</u>	<u>81,655</u>	<u>(70,647)</u>	<u>13,202</u>
Total funds	<u>78,477</u>	<u>261,298</u>	<u>(310,149)</u>	<u>29,626</u>
	Balance at 1 July 2020 £	Incoming resources £	Resources expended £	Balance at 30 June 2021 £
Unrestricted funds				
General	80,533	165,713	(169,963)	76,283
Restricted funds	<u>-</u>	<u>152,434</u>	<u>(150,240)</u>	<u>2,194</u>
Total funds	<u>80,533</u>	<u>318,147</u>	<u>(320,203)</u>	<u>78,477</u>

The specific purposes for which the funds are to be applied are as follows:

Restricted funds have been received by the Charity from funders for ICT equipment, trikes and bikes and other equipment.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2022

17 Analysis of net assets between funds

	Unrestricted General £	Restricted £	Total funds £
Net current assets/(liabilities)	<u>16,424</u>	<u>13,202</u>	<u>29,626</u>
	Unrestricted		
	General £	Restricted £	Total funds at 30 June 2021 £
Net current assets/(liabilities)	<u>76,283</u>	<u>2,194</u>	<u>78,477</u>

18 Related party transactions

During the year the charity made the following related party transactions:

Hay & Kilner LLP

Hay & Kilner LLP is a related party by virtue of a Trustee being an LLP member. During the period donations received of £2,373 (2021: £nil) were received. At the balance sheet date the amount due from Hay & Kilner LLP was £Nil (2021 - £Nil).

THE CHRONICLE SUNSHINE FUND

England & Wales - Charity number 1133293

Accounts

Company registration number: 07035903

Charity registration number: 1133293

THE CHRONICLE SUNSHINE FUND

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2021

The Chronicle Sunshine Fund

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The Chronicle Sunshine Fund

Reference and Administrative Details

Trustees	Mrs H Dalby, Chair Mrs B E Dean Mr J D Douglas, Deputy Chair Mrs A V Whyte Mr J S Waters Mrs R Bell Mr C Whittington Mrs M Pavlou (appointed 27 January 2021)
Secretary	Mr J S Waters
Charity Director	S Sargeant
Principal Office	NCJ Media Limited Eldon Court, 2nd Floor Percy Street Newcastle upon Tyne NE1 7JB The charity is incorporated in England and Wales.
Company Registration Number	07035903
Charity Registration Number	1133293
Solicitors	Hay & Kilner Merchant House 30 Cloth Market Newcastle upon Tyne NE1 1EE
Bankers	HSBC Grey Street 110 Grey Street Newcastle upon Tyne NE1 6JG
Independent Examiner	Simon Brown BA ACA DChA Independent Examiner MHA Tait Walker Bulman House Regent Centre Gosforth Newcastle upon Tyne NE3 3LS

The Chronicle Sunshine Fund

Trustees' Report

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of The Chronicle Sunshine Fund (the charitable company) for the year ended 30 June 2021.

The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

OBJECTIVES AND ACTIVITIES

Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The charity's objectives are to benefit sick or disabled young people up to and including the age of 18 years living in the English Counties of Northumberland, Tyne and Wear, Durham and Cleveland but not limited to:

- a) provision of funds or paying for specialist equipment items for beneficiaries where they, those with responsibility for them could not otherwise afford those items and where those items are not provided by the NHS, Local authorities or similar public service;
- b) providing recreational and leisure time activities in the interest of social welfare with a view to improve their conditions of life; and
- c) providing support and activities which develop their skills, capabilities to enable them to participate in society as mature and responsible individuals.

Making amendments and expansions of our Memorandum and Articles, which we agreed upon by The Charity Commission, allowed us extend our services beyond equipment provision. As a result of this new addition to our existing charitable purposes, we have amended our Memorandum of Articles in conjunction with Hay and Kilner Law, allowing us to provide whole family, parent and carer and individual support such as pre counselling and befriending services, a families helpline and a series of educational video tutorials. This is an area of growth for us in the future as we continue to add more services which our beneficiaries need.

The Chronicle Sunshine Fund

Trustees' Report

Activities for achieving objectives

We have a wide variety of activities to ensure we raise the profile of the charity throughout the region. This enables us to generate income for our charitable purposes.

These activities include:

- Hosting events;
- Third party events;
- Applying to Trusts and Foundations;
- Fundraising activities including generating income through, community, legacies and corporate streams;
- Annual appeals

Specialist equipment policies

We invite individuals and organisations from the North East of England to request support for us to provide children up to and including 18 years old with specialist equipment.

The charity's request procedure must be completed and accompanied by two supporting letters from professionals who know the child and who can explain how they will be helped by receiving the equipment. We also require two quotes for the equipment where possible. This will then be assessed by the committee on a quarterly basis. The committee is made up of some of the trustees together with experienced health professionals with expertise in children's and young people's health.

If successful, the payment is made directly to the supplier for the equipment and delivered to the home address of the child or to the address of the organisation.

Fundraising disclosures

The charity is required to report how it deals with fundraising from the public. The charity does not use a contracted third party professional fundraiser or commercial participator to raise funds. Any monies raised direct from the public follows all guidelines set out by the Charity Commission and UK law in every respect. We respect the privacy and contact preferences of all public donors.

The Chronicle Sunshine Fund

Trustees' Report

ACHIEVEMENTS AND PERFORMANCE

Review of activities

Our annual appeals consist of Go Bananas and Christmas.

Successful fundraising events this year include:

Trek (postponed)

Question of Sport (postponed)

Glass Slipper Awards (cancelled)

Great North Run (postponed)

Mini/Junior Great North Run (postponed)

Sunflower Ball (postponed)

Sunshine Run (postponed)

Several of our planned annual fundraising events scheduled for 2020/21 were cancelled or postponed into 2021/21.

The Chronicle provides a wide range of significant support to The Chronicle Sunshine Fund, including practical resources in terms of office space and the use of facilities and utilities. In-kind support such as social media training and IT guidance as well as PR opportunities on the ChronicleLive website and in The Chronicle, Journal and Sunday Sun newspapers. These opportunities and exposure to new audiences raise awareness of our charitable aims, help us promote events, generate additional income and share stories of the families we support.

The Chronicle Sunshine Fund

Trustees' Report

During this period, we have maintained pre pandemic levels of equipment provisions despite the challenges and barriers we have faced. We have made awards that may have been granted by other charities who stopped services when we carried on, and all in a time when we have launched new services with great success. We are extremely proud of this.

We fully integrated In House Trust Fundraising into our fundraising strategy and we have seen considerable success in this area. We now have more robust application, reporting and monitoring Trust Fundraising processes resulting in a more collaborative approach across the team and developing long term relationships with existing and new Trust Funders. We have been successful in securing core funding from Trusts, allowing us to apply for support covering our staff salary and small overhead costs. We have seen success in applying to Covid Response Funding however we know that this funding is now coming to a close. Due to the continued success in this area, The Chronicle Sunshine Fund has been able to develop new projects and support services for the families of the children we care for, meaning our support does not stop once the equipment we provide has been delivered.

Digital Fundraising continues to be an area of focus for us. As income generation within the charity sector continues to change, The Chronicle Sunshine Fund will adapt our events calendar for the year ahead to ensure money can be raised safely.

In January 2020 we launched a new outreach initiative to help us connect with some of the most disadvantaged local families who may need the support of the charity either immediately or in the future. This outreach focusses on collaboration with community groups such as Food Banks and family support groups. We have seen a 31% increase in applications to the charity during the pandemic. In addition to equipment provision, we have worked with law firm Hay Kilner to update and expand our Memorandum and Articles and had these changes approved by the Charity Commission, to allow the charity to provide additional services for beneficiaries. These include but are not limited to a designated Families Helpline, a suite of online support materials, a designated Families Area within our website and the development of our private online Families Groups. Our outreach services have now resumed although we continue to deliver family support online and face to face depending on each family's preference. Our Family events will resume in Summer 2021 and each event will be held in Covid secure venues/settings while following all government guidance. Collaboration with other service providers and charities can make us eligible for joint and project funding in the future which is an avenue we continue to explore.

The Chronicle Sunshine Fund

Trustees' Report

IMPACT OF COVID 19

From 17th March 2020, the charity team have been operating remotely as our shared office space has been closed. We worked with the trustees to make impactful and significant changes to our operations allowing us to make savings but continue to generate income. One of the measures taken was to utilise the Governments Job Retention Scheme from April 2020 onwards allowing several members of the team to be placed on furlough leave. The charity then used the scheme to claim 80% of the salary furlough staff members. We utilised this scheme again when the UK experienced the second wave in winter, to cover December 2020 and January 2021. Acting quickly in this period of uncertainty allowed us to benefit as much as possible at a time when income streams were declining and our traditional fundraising events and campaigns were being cancelled due to high levels of the virus in our region, social distancing and travel restrictions.

Due to the pandemic we have been forced to completely cancel a variety of fundraising initiatives and postpone many others. Many of our loyal corporate supporters, for example; those from the hospitality industry, are struggling financially, with several in real financial difficulties which will impact us in terms of sponsorship, donations and event attendance in the future. Our team are now working to strengthen existing relationships and develop new ones across sectors which have not been as effected by COVID 19. The current health crisis has meant applications to the Fund for specialist equipment for North East children with disabilities have increased and we can predict that this will continue throughout 2021. Our aim is to raise sufficient funds to ensure we can meet these requests even in these challenging times and continue our charitable mission. We are completely committed to this.

FINANCIAL REVIEW

Going concern

After making appropriate enquiries, the trustees believe that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

Reserves policy

The Chronicle Sunshine Fund has a reserve policy to maintain free reserves of three months unrestricted running costs. The definition of free reserves accords with the Charity Commission, which are unrestricted reserves excluding those designated and tied up in fixed assets.

Based on a typical year, the core costs of The Chronicle Sunshine Fund run between £300,000 and £360,000 per annum. This would equate to holding free reserves of between £75,000 and £90,000.

At the year end the charity held free reserves of £76,283 which is at the lower end of the desired range. As a result the charity continues to host events and to work with funders to attract funding which supports core costs (as well as funding for specific equipment purchases).

The Chronicle Sunshine Fund

Trustees' Report

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 1 October 2009 which has been updated in February 2021.

The charitable company is constituted under a Memorandum of Association dated 1 October 2009 and is a registered charity number 1133293.

The principal object of the charitable company is to benefit children and young people with disabilities up to and including the age of 18 years living in the English counties of Northumberland, Tyne & Wear, Durham and Cleveland.

Method of appointment or election of trustees

The management of the charitable company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

In accordance with the company's Articles of Association, Maggie Pavlou was elected as Trustee at the AGM in January 2021.

Policies adopted for the induction and training of trustees

All Trustees are recruited based on the skills required and the needs of the charity at that point in time and future plans. We also try where possible to ensure a fair gender balance. All Trustees are asked to complete the appropriate checks in line with the Charity Commission guidelines. New Trustees will enjoy a full induction programme including time in the office with staff experiencing the organisation first hand and thereafter be assigned an area of responsibility depending on their expertise. All procedures are in line with the Charity Commission guidelines.

Organisational structure and decision making

The Trustees manage the business of the charity as per Article 23 of the Articles of Association together with the Charity Director.

The Chronicle Sunshine Fund

Trustees' Report

Risk management

The Trustees have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

We implemented several measures to support the charity's continued stable operation during periods of lockdown restrictions and impact caused by the pandemic. These measures were focused on ensuring a framework was in place for regular, dynamic assessment of the risks to the operation of our organisation and/or to our planned activities. Recognising the fluidity of the situation, and elements beyond our control such as the lifting/imposing of restrictions, we quickly implemented a weekly cash flow management process whereby cash flow was projected, assessed, reviewed and shared with trustees for comment on a week-by-week basis so that rapidly changing circumstances could be adapted to swiftly. We have retained and continued this regular cash flow forecasting approach even after restrictions have been lifted as we continue to monitor our financial challenges closely.

We also increased the frequency of Trustee meetings, held virtually, to monthly during the period of greatest impact of the pandemic. This enabled us to retain fluidity in our decision-making while providing staff with additional regular support and guidance from Trustees. While Trustee meetings have resumed as quarterly since restrictions eased, we have implemented a monthly senior team face-to-face with the chair, deputy chair and charity director at which key risks and their impact can be assessed, decisions can be made and appropriate support given

The Chronicle Sunshine Fund

Trustees' Report

Future developments

The Covid 19 Pandemic meant that we were forced to make significant changes to the operations of The Chronicle Sunshine Fund. As a charity who has historically relied on corporate and mass participation events for income generation, we had to make drastic changes to our fundraising model almost overnight.

We continue to develop digital fundraising initiatives and introduced our new lottery product in September 2020. We also invested in Google Analytics training for the team to ensure we can maximise the reach of our website and social media channels.

The Chronicle Sunshine Fund has experienced a significant rise in applications for equipment, enquires to the charity for future equipment applications and advice. Although the pandemic is ongoing, we have been able to resume our Outreach Programme and new support services from February 2021 in a Covid Safe way. This has meant utilising virtual events and support sessions, hosting and attending Covid Safe income generation events and meetings. As restrictions continue to ease we will resume our Family Events and plan to host our annual ball in November 2021. Collaboration with other service providers and charities can make us eligible for joint and project funding in the future which is an avenue we continue to explore.

In 2021, we will invest in IT equipment and software to make working from home more efficient for our team so that productivity remains high and we have the means to carry on delivering services remotely.

We are proud that the equipment we have provided to babies, children and young adults in a variety of settings continues to have life changing effects. Many items donated to schools and organisations also have a legacy effect as they are used for many years by different children who can benefit from them. We continue to work with beneficiaries to ensure our charity meets their needs and that they are the driving force behind any changes we seek to make in the future. In 2021 we plan to launch a Youth steering group to give our young adults beneficiaries a voice and the chance to shape the charities future.

The Chronicle Sunshine Fund

Trustees' Report

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Chronicle Sunshine Fund for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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 business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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. 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.

Reappointment of independent examiner

During the year MHA Tait Walker were appointed as independent examiners to the charity. A resolution to re-appoint Simon Brown BA ACA DChA of MHA Tait Walker as independent examiner for the ensuing year will be proposed at the Annual General Meeting.

The annual report was approved by the trustees of the charity on 19/10/20 and signed on its behalf by:



.....
Mrs H Dalby
Trustee

The Chronicle Sunshine Fund

Independent Examiner's Report to the trustees of The Chronicle Sunshine Fund

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30 June 2021 which are set out on pages 12 to 24.

Respective responsibilities of trustees and examiner

As the charity's trustees of The Chronicle Sunshine Fund (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 Chronicle Sunshine Fund are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since The Chronicle Sunshine Fund's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of The Chronicle Sunshine Fund as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



Simon Brown BA ACA DchA
MHA Tait Walker
Bulman House
Regent Centre
Gosforth
Newcastle upon Tyne
NE3 3LS

Date: 20/10/21.....

MHA Tait Walker is a trading name of Tait Walker LLP.

The Chronicle Sunshine Fund

Statement of Financial Activities for the Year Ended 30 June 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	3	75,980	152,434	228,414	116,398
Income from fundraising events	4	51,484	-	51,484	217,801
Other income	5	38,249	-	38,249	20,976
Total Income		<u>165,713</u>	<u>152,434</u>	<u>318,147</u>	<u>355,175</u>
Expenditure on:					
Raising funds	6	(101,402)	-	(101,402)	(140,621)
Charitable activities	7	<u>(68,561)</u>	<u>(150,240)</u>	<u>(218,801)</u>	<u>(218,182)</u>
Total Expenditure		<u>(169,963)</u>	<u>(150,240)</u>	<u>(320,203)</u>	<u>(358,803)</u>
Net (expenditure)/income		<u>(4,250)</u>	<u>2,194</u>	<u>(2,056)</u>	<u>(3,628)</u>
Net movement in funds		(4,250)	2,194	(2,056)	(3,628)
Reconciliation of funds					
Total funds brought forward		<u>80,533</u>	<u>-</u>	<u>80,533</u>	<u>84,161</u>
Total funds carried forward	15	<u><u>76,283</u></u>	<u><u>2,194</u></u>	<u><u>78,477</u></u>	<u><u>80,533</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The Chronicle Sunshine Fund

Comparative Statement of Financial Activities for the Year Ended 30 June 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2020 £
Income and Endowments from:				
Donations and legacies	3	91,938	24,460	116,398
Income from fundraising events	4	217,801	-	217,801
Other income	5	<u>20,976</u>	<u>-</u>	<u>20,976</u>
Total income		<u>330,715</u>	<u>24,460</u>	<u>355,175</u>
Expenditure on:				
Raising funds	6	(140,621)	-	(140,621)
Charitable activities	7	<u>(193,722)</u>	<u>(24,460)</u>	<u>(218,182)</u>
Total expenditure		<u>(334,343)</u>	<u>(24,460)</u>	<u>(358,803)</u>
Net expenditure		<u>(3,628)</u>	<u>-</u>	<u>(3,628)</u>
Net movement in funds		(3,628)	-	(3,628)
Reconciliation of funds				
Total funds brought forward		<u>84,161</u>	<u>-</u>	<u>84,161</u>
Total funds carried forward	15	<u><u>80,533</u></u>	<u><u>-</u></u>	<u><u>80,533</u></u>

The Chronicle Sunshine Fund

(Registration number: 07035903)
Balance Sheet as at 30 June 2021

	Note	2021 £	2020 £
Current assets			
Debtors	12	6,314	6,158
Cash at bank and in hand		<u>82,147</u>	<u>79,446</u>
		88,461	85,604
Creditors: Amounts falling due within one year	13	<u>(9,984)</u>	<u>(5,071)</u>
Net assets		<u>78,477</u>	<u>80,533</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	15	2,194	-
Unrestricted income funds			
Unrestricted funds		<u>76,283</u>	<u>80,533</u>
Total funds	15	<u>78,477</u>	<u>80,533</u>

For the financial year ending 30 June 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 12 to 24 were approved by the trustees, and authorised for issue on .../11/21... and signed on their behalf by:



.....
Mrs H Dalby
Trustee

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is: NCJ Media Limited, Eldon Court, 2nd Floor, Percy Street, Newcastle upon Tyne, NE1 7JB

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

The Chronicle Sunshine Fund meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared in sterling which is the functional currency of the entity.

Going concern

The trustees have considered the financial position in light of the ongoing situation in relation to the COVID-19 virus and on conclusion of this work, given the strong cash balance, consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

Estimation uncertainty and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgments are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

There are considered to be no significant judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies which effect the amounts recognised in the financial statements.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity supports personal pension plans taken out by employees. Contributions are charges to the income and expenditure account as they become payable.

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Charitable trust and foundation donations	63,484	152,434	215,918
General donations	2,500	-	2,500
Community Foundation endowment dividends grants	9,996	-	9,996
	<u>75,980</u>	<u>152,434</u>	<u>228,414</u>
	Unrestricted funds General £	Restricted funds £	Total 2020 £
Donations and legacies;			
Charitable trust and foundation donations	77,260	24,460	101,720
General donations	4,213	-	4,213
Community Foundation endowment dividends grants	10,465	-	10,465
	<u>91,938</u>	<u>24,460</u>	<u>116,398</u>

4 Income from other trading activities

	Unrestricted funds General £	Total 2021 £
Events income	2,736	2,736
Appeals	18,245	18,245
Community fundraising	20,530	20,530
Lotteries and competitions income	1,418	1,418
Corporate fundraising	8,555	8,555
	<u>51,484</u>	<u>51,484</u>
	Unrestricted funds General £	Total 2020 £
Events income	81,085	81,085
Appeals	24,827	24,827
Community fundraising	91,838	91,838
Corporate fundraising	20,051	20,051
	<u>217,801</u>	<u>217,801</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

5 Other income

	Unrestricted funds General £	Total 2021 £
CJRS	26,553	26,553
HMRC refund	11,696	11,696
	<u>38,249</u>	<u>38,249</u>
	Unrestricted funds General £	Total 2020 £
CJRS	16,051	16,051
HMRC refund	4,925	4,925
	<u>20,976</u>	<u>20,976</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

6 Expenditure on raising funds

a) Costs of generating donations and legacies

Costs of generating donations and legacies

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Wages and salaries	68,145	68,145	53,885
Events direct costs	8,730	8,730	58,143
Insurance	1,572	1,572	1,518
Trade subscriptions	542	542	253
Sundry expenses	-	-	688
Travel and subsistence	62	62	297
Legal and professional fees	591	591	569
Bank charges	219	219	688
Printing, postage and stationery	610	610	151
Support costs	20,931	20,931	24,429
	<u>101,402</u>	<u>101,402</u>	<u>140,621</u>

Support costs

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Insurance	281	281	270
Trade subscriptions	96	96	45
Sundry expenses	-	-	122
Travel and subsistence	11	11	53
Consultancy fees	1,283	1,283	14,109
Legal and professional fees	105	105	101
Bank charges	39	39	122
Printing, postage and stationery	780	780	27
Licenses	20	20	-
Wages and salaries	18,316	18,316	9,580
	<u>20,931</u>	<u>20,931</u>	<u>24,429</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

7 Expenditure on charitable activities

	Unrestricted General funds £	Restricted funds £	Total 2021 £
Grant funding of activities	2,982	150,240	153,222
Allocated support costs	65,579	-	65,579
	<u>68,561</u>	<u>150,240</u>	<u>218,801</u>

	Unrestricted funds General £	Restricted funds £	Total 2020 £
Grant funding of activities	114,558	24,460	139,018
Allocated support costs	79,164	-	79,164
	<u>193,722</u>	<u>24,460</u>	<u>218,182</u>

8 Analysis of support costs Allocated support costs

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Insurance	1,641	1,641	-
Trade subscriptions	566	566	264
Sundry expenses	-	-	2,303
Travel and subsistence	64	64	310
Accountancy & Independent Examination fee	3,000	3,000	2,484
Legal and professional fees	619	619	595
Bank charges	229	229	719
Printing, postage and stationery	639	639	158
Wages and salaries	58,821	58,821	72,331
	<u>65,579</u>	<u>65,579</u>	<u>79,164</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

9 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	125,362	122,693
Social security costs	14,906	8,401
Pension costs	5,014	4,702
	<u>145,282</u>	<u>135,796</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2021 No	2020 No
	<u>5</u>	<u>5</u>

No employee received emoluments of more than £60,000 during the year.

The Trustees consider key management personnel to be the Trustees and Senior Management of the charity.

The total employee benefits of the key management personnel (as distinct from Trustees who are volunteers) of the charity were £47,949 (2020 - £50,014).

10 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	<u>2,500</u>	<u>2,484</u>

11 Taxation

The charity is exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

12 Debtors

	2021 £	2020 £
Trade debtors	1,000	650
Prepayments	<u>5,314</u>	<u>5,508</u>
	<u>6,314</u>	<u>6,158</u>

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

13 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	2,984	873
Other creditors	-	910
Accruals	7,000	3,288
	<u>9,984</u>	<u>5,071</u>

14 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £5,014 (2020: £4,702).

The Chronicle Sunshine Fund

Notes to the Financial Statements for the Year Ended 30 June 2021

15 Funds

	Balance at 1 July 2020 £	Incoming resources £	Resources expended £	Balance at 30 June 2021 £
Unrestricted				
General				
General funds	80,533	165,713	(169,963)	76,283
Restricted				
Restricted fund	-	152,434	(150,240)	2,194
Total funds	<u>80,533</u>	<u>318,147</u>	<u>(320,203)</u>	<u>78,477</u>

16 Analysis of net assets between funds

	Unrestricted General £	Restricted £	Total funds £
Net current assets/(liabilities)	<u>76,283</u>	<u>2,194</u>	<u>78,477</u>
	Unrestricted		Total funds at 30 June 2020
	General £	Restricted £	£
Net current assets/(liabilities)	<u>80,533</u>	<u>-</u>	<u>80,533</u>

17 Related party transactions

During the year the charity made the following related party transactions:

Hay & Kilner LLP

Hay & Kilner LLP is a related party by virtue of a Trustee being an LLP member. During the period donations received of £nil (2020: £1,500) were made. At the balance sheet date the amount due from Hay & Kilner LLP was £Nil (2020 - £Nil).

Accounts

Registered number: 07035903
Charity number: 1133293

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

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THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND
ADVISERS
FOR THE YEAR ENDED 30 JUNE 2020**

Trustees

Ms H Dalby, Chair
Mrs B E Dean
Mr J D Douglas, Deputy Chair
Mr B Latham (resigned 18 March 2020)
Mr R M Soloman, Chair (resigned 25 October 2019)
Mrs A V Whyte
Mr J Waters (appointed 25 October 2019)
Miss R Bell (appointed 18 March 2020)
Mr C Whittington (appointed 18 March 2020)

Company registered number

07035903

Charity registered number

1133293

Registered office

NCJ Media Limited
2nd Floor
Eldon Court
Percy Street
Newcastle upon Tyne
NE1 7JB

Company secretary

J S Waters

Charity Director

S Sargeant

Accountants

Ryecroft Glenton
Chartered Accountants
32 Portland Terrace
Newcastle upon Tyne
NE2 1QP

Bankers

HSBC Bank plc
Kingsway
Team Valley Trading Estate
Tyne & Wear
NE11 0JT

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND
ADVISERS (CONTINUED)**
FOR THE YEAR ENDED 30 JUNE 2020

Solicitors

Hay & Kilner
Merchant House
30 Cloth Market
Newcastle upon Tyne
NE1 1EE

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2020

The Trustees present their annual report together with the financial statements of the charitable company for the year 1 July 2019 to 30 June 2020. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charitable company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

The charitable company, since 13 January 2014, also trades under the name "The Chronicle Sunshine Fund"

Objectives and activities

● **Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The charity's objects are to benefit sick or disabled young people up to and including the age of 18 years living in the English Counties of Northumberland, Tyne and Wear, Durham and Cleveland, including but not limited to:

- a) provision of funds or paying for, specialist equipment items for beneficiaries where they or those with responsibility for them could not otherwise afford those items and where those items are not provided by the NHS, Local authorities or similar public service;
- b) providing recreational and leisure time activities in the interest of social welfare with a view to improving their conditions of life; and
- c) providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

● **Activities undertaken to achieve objectives**

We have a wide variety of activities to ensure we raise the profile of the charity throughout the region. This enables us to generate income for our charitable purposes.

These activities include:

- Hosting events;
- Third party events;
- Applying to Trusts and Foundations;
- Fundraising activities including generating income through, community, legacies and corporate streams; and
- Annual appeals.

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

Objectives and activities (continued)

● **Specialist equipment policies**

We invite individuals and organisations from the North East of England to request support for us to provide children up to and including 18 year olds with specialist equipment.

The charity's request procedure must be completed and accompanied by two supporting letters from professionals who know the child and who can explain how they will be helped by receiving the equipment. We also require two quotes for the equipment where possible. This will then be assessed by the committee on a quarterly basis. The committee is made up of some of the trustees together with experienced health professionals with expertise in children's and young people's health.

If successful, payment is made directly to the supplier for the equipment and delivered to the home address of the child or to the address of the organisation.

Achievements and performance

● **Review of activities**

Our annual appeals consist of Go Bananas and Christmas.

Successful fundraising events this year include:

Treks
Question of Sport
Glass Slipper Awards
Great North Run
Mini/Junior Great North Run
Sunflower Ball
Sunshine Run.

The Chronicle provides a wide range of significant support to The Chronicle Sunshine Fund, including practical resources in terms of office space and the use of facilities and utilities. In-kind support such as social media training and IT guidance as well as PR opportunities on the ChronicleLive website and in The Chronicle, Journal and Sunday Sun newspapers. These opportunities and exposure to new audiences raise awareness of our charitable aims, help us promote events, generate additional income and share stories of the families we support.

Financial review

● **Going concern**

The Trustees have considered the likely effects of the pandemic on the Company's financial position and future prospects, see future developments for full details. After making appropriate enquiries, the Trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

● **Reserves policy**

The Chronicle Sunshine Fund maintains a reserve of £30k so as to comply with the Charity Commission guidelines of three to six months running costs. This is monitored closely by the Trustees at quarterly meetings.

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

Structure, governance and management

• **Constitution**

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 1 October 2009 which has been updated in December 2013.

The charitable company is constituted under a Memorandum of Association dated 1 October 2009 and is a registered charity number 1133293.

The principal object of the charitable company is to benefit children and young people with disabilities up to and including the age of 18 years living in the English counties of Northumberland, Tyne & Wear, Durham and Cleveland.

• **Methods of appointment or election of Trustees**

The management of the charitable company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

In accordance with the company's Articles of Association, Mr R M Soloman and Mr B Latham resigned as Trustees.

Helen Dalby was elected as Chair and John Douglas elected as Deputy Chair. Jonathan Waters was elected as Trustee.

• **Organisational structure and decision-making policies**

The Trustees manage the business of the charity as per Article 23 of the Articles of Association together with the Charity Director.

• **Policies adopted for the induction and training of Trustees**

All Trustees are recruited based on the skills required and the needs of the charity at that point in time and future plans. We also try where possible to ensure a fair gender balance. All Trustees are asked to complete the appropriate checks in line with the Charity Commission guidelines. New Trustees will enjoy a full induction programme including time in the office with staff experiencing the organisation first hand and thereafter be assigned an area of responsibility depending on their expertise. All procedures are in line with the Charity Commission guidelines.

• **Financial risk management**

The Trustees have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

Plans for future periods

FUTURE DEVELOPMENTS

Following a period of significant change during 2018/19, for 2019/20 we focussed on building income, strengthening relationships with key stakeholders, beneficiaries, intermediary groups and even within our own organisation. We strived to update the skill set on our board of trustees to reflect the areas of support we needed within the charity such as HR and Business Development. The decisions from two trustees to retire after many years of dedicated service to The Chronicle Sunshine Fund gave us the opportunity to conduct a trustee skills audit and recruit three new business professionals each highly accomplished in their field. We also recruited additional members to our Equipment Panel including a Speech and Language Therapist, to ensure we have a vast and varied skill set when assessing applications for the equipment we provide.

We continue to build upon corporate partnerships having made the decision to invest more dedicated resource here and have seen success with trust income due to re-evaluating our application and ask processes and reporting relating to trust income. We have now taken the decision to bring Trust Fundraising In house ensuring a more collaborative approach across the team, a more streamlined application process and an improved mechanism for reporting. We have also been able to make a significant saving by terminating our consultant contract in this area.

We are proud that the equipment we have provided to babies, children and young adults in a variety of settings continues to have life changing effects. Many items donated to schools and organisations also have a legacy effect as they are used for many years by different children who can benefit from them. We continue to work with beneficiaries to ensure our charity meets their needs and that they are the driving force behind any changes we seek to make in the future.

IMPACT OF COVID 19

From 17th March 2020, the charity has been operating remotely as our shared office space has been closed. We worked with the trustees to make impactful and significant change to our operations allowing us to make savings but continue to generate income. One of the measures taken was to utilise the Governments Job Retention Scheme from April onwards allowing several members of the team to be placed on furlough leave. The charity then used the scheme to claim 80% of the salary furlough staff members. Acting quickly in this period of uncertainty allowed us to benefit as much as possible at a time when income streams were declining and our traditional fundraising events and campaigns were being cancelled due to venues, social distancing and travel restrictions to name but a few examples.

COVID 19 has had a drastic effect on our ability to generate income which will reflect in our 2020/21 accounts. We have been forced to completely cancel a variety of fundraising initiatives and postpone many others. Many of our loyal corporate supporters, for example; those from the hospitality industry, are struggling financially, with several in real financial difficulties which will impact us in terms of sponsorship, donations and event attendance in the future. Our team are now working to strengthen existing relationships and develop new ones across sectors which have not been as effected by COVID 19. We also look to build upon Virtual Events and have experienced some success with on line fundraising events and an Urgent Appeal. Digital Fundraising continues to be an area of focus for us. As income generation within the charity sector continues to change, The Chronicle Sunshine Fund will adapt our events calendar for the year ahead to ensure money can be raised safely.

In January 2020 we launched a new outreach initiative to help us connect with some of the most disadvantaged local families who may need the support of the charity either immediately or in the future. This outreach focuses on collaboration with community groups such as Food Banks and family support groups. From January 2020 - March 2020 we saw an increase in applications for equipment, enquires to the charity for future equipment applications and advice. We hope to resume our outreach activities when the current health crisis comes to an end and restrictions are eased. Collaboration with other service providers and charities can make us eligible for joint and project funding in the future which is an avenue we continue to explore. We are also devising video content which we can use across social media and on our website to support families with the application process whilst face to face support isn't possible, and continue to help and engage with families through calls, email, on our own bespoke private social media pages and through online meeting platforms.

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

Plans for future periods (continued)

The current health crisis has meant applications to the Fund for specialist equipment for North East children with disabilities have increased. Our aim is to raise sufficient funds to ensure we can meet these requests even in these challenging times and continue our charitable mission. We are completely committed to this.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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. 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.

Approved by order of the members of the board of Trustees on 8 January 2021 and signed on their behalf by:

DocuSigned by:

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Helen Dalby

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 30 JUNE 2020

Independent examiner's report to the Trustees of The Chronicle Sunshine Fund ('the charitable company')

I report to the charity Trustees on my examination of the accounts of the charitable company for the year ended 30 June 2020.

Responsibilities and basis of report

As the Trustees of the charitable company (and 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 charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

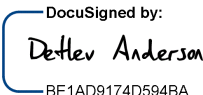
Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

This report is made solely to the charitable company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

Signed:  BE1AD9174D594BA...

Detlev Anderson

Dated: 8 January 2021

FCA

RYECROFT GLENTON
Chartered Accountants
32 Portland Terrace
Newcastle upon Tyne
NE2 1QP

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30 JUNE 2020**

	Note	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:					
Donations and legacies:	3				
Charitable trust and foundation donations		24,460	77,260	101,720	111,958
General donations		-	4,213	4,213	1,630
Other donations and legacies		-	10,465	10,465	15,711
Other trading activities	4	-	217,801	217,801	251,397
Other income	5	-	4,925	4,925	-
Total income		24,460	314,664	339,124	380,696
Expenditure on:					
Raising funds:	6				
Costs of generating voluntary income		-	24,429	24,429	46,106
Fundraising expenses and other costs		-	116,192	116,192	160,044
Charitable activities	7,8	24,460	177,671	202,131	152,138
Total expenditure		24,460	318,292	342,752	358,288
Net movement in funds		-	(3,628)	(3,628)	22,408
Reconciliation of funds:					
Total funds brought forward		-	84,161	84,161	61,753
Net movement in funds		-	(3,628)	(3,628)	22,408
Total funds carried forward		-	80,533	80,533	84,161

Please note: Total expenditure figure of £342,752 includes an expense of £202,131 for charitable activities. Income includes £139,018 which is the amount that has been spent on specialist equipment for children with disabilities and life limiting illnesses and support costs of £63,113 which is shown in note 9 to the accounts. Note 7 then shows the breakdown of charitable activities between individuals and organisations.

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 11 to 20 form part of these financial statements.

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)
REGISTERED NUMBER: 07035903

BALANCE SHEET
AS AT 30 JUNE 2020

	Note	2020 £	2019 £
Current assets			
Debtors	14	6,158	14,188
Cash at bank and in hand		79,446	80,741
		<u>85,604</u>	<u>94,929</u>
Creditors: amounts falling due within one year	15	(5,071)	(10,768)
Net current assets		<u>80,533</u>	<u>84,161</u>
Total net assets		<u><u>80,533</u></u>	<u><u>84,161</u></u>
Charity funds			
Restricted funds	17	-	-
Unrestricted funds	17	80,533	84,161
Total funds		<u><u>80,533</u></u>	<u><u>84,161</u></u>

The charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 08 January 2021 and signed on their behalf by:

DocuSigned by:

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Ms H Dalby

The notes on pages 11 to 20 form part of these financial statements.

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

1. General information

The Chronicle Sunshine Fund is registered as a charitable company limited by guarantee (Company number 07035903 and charity number 1133293) and was set up by a Memorandum of Association on 1 October 2009 which has been updated in December 2013.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Chronicle Sunshine Fund meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Trustees have considered the likely effects of the pandemic on the Company's financial position and future prospects, see future developments section of trustees' report for full details. After making appropriate enquiries, the Trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

2.3 Income

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charitable company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charitable company, can be reliably measured.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

2.4 Expenditure

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

2. Accounting policies (continued)

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the charitable company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charitable company's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2.5 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.7 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

2.8 Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Pensions

The charitable company contributes to a personal pension plan on behalf of employees and the pension charge represents the amounts payable by the charitable company to the plan during the period.

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

2. Accounting policies (continued)

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Donations				
Charitable trust and foundation donations	24,460	77,260	101,720	111,958
General donations	-	4,213	4,213	1,630
Total donations	<u>24,460</u>	<u>81,473</u>	<u>105,933</u>	<u>113,588</u>
Legacies	-	-	-	5,010
Community Foundation endowment dividends grants	-	10,465	10,465	10,701
	<u>24,460</u>	<u>91,938</u>	<u>116,398</u>	<u>129,299</u>
<i>Total 2019</i>	<u><u>60,838</u></u>	<u><u>68,461</u></u>	<u><u>129,299</u></u>	

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

4. Activities for generating funds

Income from fundraising events

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Events	81,085	81,085	92,801
Corporate fundraising	20,051	20,051	32,502
Community fundraising	91,838	91,838	74,185
Appeals	24,827	24,827	51,909
	<u>217,801</u>	<u>217,801</u>	<u>251,397</u>
<i>Total 2019</i>	<u>251,397</u>	<u>251,397</u>	

5. Other incoming resources

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
HMRC refund	4,925	4,925	-
	<u>4,925</u>	<u>4,925</u>	<u>-</u>

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

6. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Insurance	270	270	464
Printing, postage and stationery	27	27	63
Consultancy fees	14,109	14,109	27,850
Legal and professional	101	101	120
Memberships	45	45	79
Bank charges	122	122	368
Sundries	122	122	297
Staff travel and subsistence, meeting costs	53	53	145
Costs of raising voluntary income - wages and salaries	9,580	9,580	16,720
	<u>24,429</u>	<u>24,429</u>	<u>46,106</u>
<i>Total 2019</i>	<u>46,106</u>	<u>46,106</u>	

Fundraising trading expenses

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Events direct costs	58,143	58,143	87,969
Support costs - Fundraising	58,049	58,049	72,075
	<u>116,192</u>	<u>116,192</u>	<u>160,044</u>
<i>Total 2019</i>	<u>160,044</u>	<u>160,044</u>	

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

7. Provision of specialist equipment

	Institutions 2020 £	Individuals 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Provision of specialist equipment	6,261	132,757	139,018	93,702
<i>Total 2019</i>	<i>2,497</i>	<i>91,205</i>	<i>93,702</i>	

87 individual children and 2 organisations, Beacon Hill School and Atkinson Road Primary School, that support over 300 children have benefited from our work in 2019/20.

8. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Grant giving	24,460	177,671	202,131	152,138
<i>Total 2019</i>	<i>60,838</i>	<i>91,300</i>	<i>152,138</i>	

9. Analysis of expenditure by activities

	Grant funding of activities 2020 £	Support costs 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Direct costs - Grant giving	139,018	63,113	202,131	152,138
<i>Total 2019</i>	<i>93,702</i>	<i>58,436</i>	<i>152,138</i>	

THE CHRONICLE SUNSHINE FUND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	Direct costs - Grant giving 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Staff costs	56,280	56,280	50,911
Insurance	1,585	1,585	1,424
Printing, postage and stationery	158	158	195
Legal and professional	595	595	370
Subscriptions	264	264	241
Bank charges	719	719	1,130
Sundries	718	718	912
Staff travel & subsistence, meeting costs	310	310	889
Independent examination fee	2,484	2,484	2,364
Total 2020	<u>63,113</u>	<u>63,113</u>	<u>58,436</u>
<i>Total 2019</i>	<u>58,436</u>	<u>58,436</u>	

10. Independent examiner's remuneration

	2020 £	<i>2019 £</i>
Fees payable to the charitable company's independent examiner for the preparation and independent examination of the charitable company's annual accounts	<u>2,484</u>	<u>2,364</u>

11. Staff costs

	2020 £	<i>2019 £</i>
Wages and salaries	106,642	105,086
Social security costs	8,401	9,648
Contribution to defined contribution pension schemes	4,702	4,252
	<u>119,745</u>	<u>118,986</u>

THE CHRONICLE SUNSHINE FUND
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

11. Staff costs (continued)

The average number of persons employed by the charitable company during the year was as follows:

2020	2019
No.	No.
5	5
<u><u>5</u></u>	<u><u>5</u></u>

No employee received remuneration amounting to more than £60,000 in either year.

The Trustees consider key management personnel to be the Trustees and Senior Management of the Charity. Remuneration and benefits received by the Senior Management (as distinct from Trustees who are volunteers), including employers National Insurance and Pension Contributions amounted to £51,814 for the year (2019: £57,695).

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 30 June 2020, no Trustee expenses have been incurred (2019 - £NIL).

13. Related party transactions

There were no related party transactions during the year.

14. Debtors

	2020	2019
	£	£
Due within one year		
Trade debtors	650	10,440
Prepayments and accrued income	5,508	3,748
	<u><u>6,158</u></u>	<u><u>14,188</u></u>

THE CHRONICLE SUNSHINE FUND
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15. Creditors: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	-	38
Other taxation and social security	873	2,761
Other creditors	910	690
Accruals and deferred income	3,288	7,279
	<u>5,071</u>	<u>10,768</u>

16. Financial instruments

	2020 £	2019 £
Financial assets		
Financial assets measured at fair value through income and expenditure	<u>79,446</u>	<u>80,741</u>

Financial assets measured at fair value through income and expenditure comprises cash at bank.

17. Statement of funds

Statement of funds - current year

	Balance at 1 July 2019 £	Income £	Expenditure £	Balance at 30 June 2020 £
Unrestricted funds				
General Funds	<u>84,161</u>	<u>314,664</u>	<u>(318,292)</u>	<u>80,533</u>
Restricted funds				
Restricted Fund	<u>-</u>	<u>24,460</u>	<u>(24,460)</u>	<u>-</u>
Total of funds	<u>84,161</u>	<u>339,124</u>	<u>(342,752)</u>	<u>80,533</u>

THE CHRONICLE SUNSHINE FUND
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**NOTES TO THE FINANCIAL STATEMENTS
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17. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 July 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 30 June 2019 £</i>
Unrestricted funds				
General Funds	61,753	319,858	(297,450)	84,161
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Restricted funds				
Restricted Fund	-	60,838	(60,838)	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total of funds	<u>61,753</u>	<u>380,696</u>	<u>(358,288)</u>	<u>84,161</u>

18. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Total funds 2020 £
Current assets	85,604	85,604
Creditors due within one year	(5,071)	(5,071)
	<u> </u>	<u> </u>
Total	<u>80,533</u>	<u>80,533</u>

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Current assets	94,929	94,929
Creditors due within one year	(10,768)	(10,768)
	<u> </u>	<u> </u>
Total	<u>84,161</u>	<u>84,161</u>