

HOPS (Healing Opportunities Provision Scheme)
TRUSTEES' REPORT AND INDEPENDENTLY
EXAMINED ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2023

HOPS

LEGAL AND ADMINISTRATIVE INFORMATION

Name: HOPS (Healing Opportunities Provision Scheme)

Charity Number: 1137794

Trustees: L Barefoot
M Grainger
G Moore
E Young

Address: The Old Rectory
The Broadway
Houghton-Le-Spring
SUNDERLAND
Tyne & Wear
DH4 4BB

Bankers: The Co-operative bank

Independent Examiner: Colin Scudder MAAT
90 Fennel Grove
South Shields
Tyne and Wear

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and accounts for the year ended 31 March 2023.

Structure, governance and management

The charity was established under its constitution on 23 July 2008 and was last revised on 23 May 2017. It was registered with the Charity Commission in 2010. The trustees who served during the year ended 31 March 2023 were:

L Barefoot
G Moore
M Grainger
E Young
A Walker

The charity is managed and administered by a board of trustees who meet 7 – 10 times per year. Sub committees for Publicity and Staff and Finance meet as needed and report to the Board.

The appointment of trustees is set out in the Constitution. The recruitment of new trustees is periodically undertaken by the Board which follows an open and fair recruitment process taking due account of the skills and experience of existing trustees and the needs of the charity and the desire for its membership to reflect the diversity of the local community.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to major risks. Our major financial risk is in the generation of income by way of grants and donations. We monitor our income and expenditure at least each quarter and tailor our activities to the resources available.

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

During the year, a trustee of the charity donated £5,000 to the charity to support its ongoing work.

All trustees are required to read the Charity Commission's guidance in 'The Essential Trustee'; and some have had previous experience of being a Trustee for other charities. Training opportunities are provided as required, e.g. safeguarding.

To ensure effective and efficient development and delivery of services, HOPS liaises closely with a wide range of local organisations, including voluntary and public sector bodies. These provide key networking and partnership opportunities plus sharing of best practice and infrastructure support.

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Activities & Objectives

HOPS aims to relieve sickness and preserve and protect good health, principally by the provision of holistic healthcare, self care classes and non-residential respite and support for unpaid carers, older people and those in difficult circumstances, including those who are unemployed and/or socially isolated.

Achievements and Performance

This year has been one of growth and positive development for HOPS. Following a significant office move and funding related change of staff in 2021, HOPS has rebuilt and evolved its services and delivery throughout 2022/23. We significantly strengthened our staff team in order to increase capacity to respond to delivery demand. Appointment of an Admin & Publicity Officer and of a Carers' Support Worker has allowed HOPS to both provide valuable regular activities and to look at sustainability and development.

We hold monthly Coffee Mornings and Time Out days for unpaid carers. Both provide invaluable opportunities for respite, for social interaction and a chance to take a breath, to share worries, to relax and laugh in a safe and welcoming space. At a Time Out day, carers benefit from 1 to 1 holistic therapies that support and promote both physical and mental health. Having three experienced therapists working at each session allows us to provide a variety of therapies to encompass differing needs.

HOPS has continued to provide weekly classes that promote self-care and support individuals to improve and maintain health. Meditation and yoga classes are delivered online and Singing for Fun is held in person. These classes, alongside further courses and workshops, are open to a wider range of beneficiaries.

We also coordinated a Retreat Day for Carers. Held at the historic Seaton Holme, the day provided therapies, activities and lunch. Having these days offsite provides a welcome extra change for carers and is an area that HOPS aims to develop in future.

Trustee development sessions provided the opportunity to reflect and review and to look at HOPS' strategic development. Moving forward we will be developing means to strengthen and broaden our delivery of therapies; we will maintain a focus upon unpaid carers but also seek to develop strategies to reach HOPS' wider intended beneficiaries – older people and those in difficult circumstances or socially isolated. HOPS will also look to extend delivery back into local communities across Sunderland.

HOPS is in a strong place for new development and growth. To help us to develop organisational resilience, we will look to strengthen and diversify our trustee board. This will assist us in our aims to expand services and to broaden income generation in order to develop sustainable growth and resilience.

Public benefit

The trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by the range

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of activities as described above.

Financial Review

The financial position for the year shows incoming funds of £31,620 and total outgoing funds of £45,705. With a balance brought forward from 2021/22 of £30,069 this leaves a carried forward figure of £15,984, of which £8,695 is restricted funds and £7,289 unrestricted.

Reserves Policy

HOPS is developing its reserves policy with the aim to build up unrestricted reserves which equates to 3 to 6 months expenditure. This will provide sufficient funds to cover management and administration support costs and redundancy liabilities and any emergencies that may arise from time to time.

On behalf of the Board of Trustees

Ms L Barefoot
Trustee

Dated: 28 January 2024

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOPS

Independent Examiner's Report to the Trustees of Healing Opportunities Provision Scheme (HOPS) (Charity No 1137794)

I report to the trustees on my examination of the accounts of Healing Opportunities Provision Scheme (HOPS) – (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). The charity's trustees consider that an audit is not required under section 144(2) of the Act and that an independent examination is required.

It is my responsibility to:

- (i) Examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(a) which gives me reasonable cause to believe that in any material respect the requirements:

- (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
- (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Colin J Scudder MAAT
90 Fennel Grove
South Shields
Tyne & Wear

Date: 15 January 2024

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STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted Funds (£)	Designated Funds (£)	Restricted Funds (£)	Total Funds 2023 (£)	Total Funds 2022 (£)
Income and Endowments					
From:					
Donations and Legacies	6,726			6,726	2,786
Charitable Activities	3,088		21,806	24,894	35,589
Investments					
Other				0	88
Total Incoming Resources	9,814	0	21,806	31,620	38,463
Expenditure on:					
Raising Funds					
Charitable Activities	7,872		37,833	45,705	39,726
Other					
Total Resources Expended	7,872	0	37,833	45,705	39,726
Net incoming/outgoing resources before transfers	1,942		(16,027)	(14,085)	(1,263)
Transfers					
Net movement in funds	1,942	0	(16,027)	(14,085)	(1,263)
<i>Total funds brought forward</i>	<i>5,347</i>		<i>24,722</i>	<i>30,069</i>	<i>31,332</i>
Total funds carried forward	7,289	0	8,695	15,984	30,069

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STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2023

		Total Funds 2023 (£)	Total Funds 2022 (£)
	Note		
Current Assets			
<i>Debtors and Prepayments</i>	6	120	120
<i>Cash at Bank and in Hand</i>		16,718	32,197
Total Current Assets		16,838	32,317
Liabilities			
<i>Creditors: Amounts falling due within one year</i>	7	(854)	(2,248)
<i>Total Current Assets Less Current Liabilities</i>		15,984	30,069
<i>Creditors: Amounts falling due after one year</i>			
TOTAL ASSETS LESS TOTAL LIABILITIES		15,984	30,069
The Funds of the Charity			
<i>Restricted Funds</i>		8,695	24,722
<i>Designated Funds</i>			
<i>Unrestricted Funds</i>		7,289	5,347
TOTAL CHARITY FUNDS		15,984	30,069

Signed by one of the Trustees on behalf of all the Trustees

G Gill

Date of Approval: 28 January 2024

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NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

1. Accounting Policies

Basis of Preparation

These 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 January 2015) – Charities SORP (FRS 102).

Healing Opportunities Provision Scheme (HOPS) 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 note(s).

Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by the Charities SORP FRS 102 the restatement of comparative items was required.

At the date of transition, no restatements were required.

Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources.
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with enough reliability

Donations are only included in the SOFA when the charity has unconditional entitlement to the resources. Capital Grants are released over the economic useful life of the asset to which they relate.

Resources Expended and Liabilities

Resources expended have been analysed using a natural classification.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Taxation

The charity is exempt from corporation tax on its charitable activities. Registered Charity No. 1137794.

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2. Funds

The Charity has 2 funds, an unrestricted general fund and a restricted fund used to fund the delivery of specific projects to support the organisation's charitable objectives: hence all movements on each fund are disclosed.

Restricted Funds Funder	Bal b/f (£)	Income (£)	Expenditure (£)	Bal c/f (£)
The funding from Wearmouth Community Development Trust for Making, Doing & Mending Project for the provision of Covid 19 Online activities	406	0	406	0
The funding from The National Lottery Community Fund for the provision of Supporting Unpaid Carers in Sunderland project	9,908		6,992	2,916
The funding from The Roseline Foundation at The Community Foundation Tyne and Wear and Northumberland for the provision of core staffing (Development manager)	4,008		4,008	0
The funding from Growth and Resilience Fund at The Community Foundation Tyne and Wear and Northumberland for the provision of publicity and marketing support	2,000		2,000	0
The funding from 1989 Willan Charitable Trust at The Community Foundation Tyne and Wear and Northumberland for the provision of the Development Manager post	5,000		5,000	0
The funding from The Joicey Trust for the provision of core costs	3,400		3,400	0

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Restricted Funds Funder	Bal b/f (£)	Income (£)	Expenditure (£)	Bal c/f (£)
The funding from Sir James Knott Trust for the provision of core costs	0	7,500	7,500	0
The funding from Hospital of God for the provision of core costs	0	3,000	3,000	0
The funding from The Hadrian Trust for the provision of core costs	0	1,000	1,000	0
The funding from Tolent Living Limited for the provision of the Carers Get Together	0	250	250	0
The funding from The Edward Gostling Foundation for the provision of The Carers Project	0	5,000	3,897	1,103
The funding from Sunderland Council Coalfield Area Committee for the provision of the Wellbeing Day	0	500	380	120
The funding from The Northern Powergrid Fund at the Community Foundation Tyne and Wear and Northumberland for the provision of environmentally themed workshops for unpaid carers	0	4,556	0	4,556
Total	24,722	21,806	37,833	8,695
Unrestricted Funds				
General Fund	5,347	9,814	7,872	7,289
Total	30,069	31,620	45,705	15,984

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Income and Expenditure Analysis 2022-23

Income on:	Unrestricted	Restricted	Unrestricted	Restricted	Total	Total
	2022-23		2021-22		2022-23	2021-22
Raising Funds	(£)	(£)	(£)	(£)	(£)	(£)
Charitable Activities						
Courses and Classes	3,057		3,113		3,057	3,113
Treatments					0	0
Grants		21,806		32,386	21,806	32,386
Donations	6,726		2,876		6,726	2,876
Gift Aid	31		88		31	88
Total Incoming Resources	9,814	21,806	6,077	32,386	31,620	38,463

Expenditure on:	Unrestricted	Restricted	Unrestricted	Restricted	Total	Total
	2022-23		2021-22		2022-23	2021-22
Raising Funds	(£)	(£)	(£)	(£)	(£)	(£)
Salaries, NI and Pension/Contractors	7,029	30,338	8,715	18,011	37,367	26,726
Room Hire		4,477	3,780	888	4,477	4,668
Materials for Activities		1,113		2,376	1,113	2,376
Office Consumables/Equipment		401	83	2,295	401	2,378
Marketing and Publicity			100		0	100
Insurance		580	635		580	635
Staff Expenses				130	0	130
Services (Telephone, Computer)		307	1,486		307	1,486
Professional Fees	583	617	1,000		1,200	1,000
Subscriptions	260		227		260	227
Total Resources Expended	7,872	37,833	16,026	23,700	45,705	39,726

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3. *Paid Employees and Contractors*

	Unrestricted (£)	Designated (£)	Restricted (£)	Total 22-23 (£)	Total 21-22 (£)
Salaries and NI	1,820		26,266	28,086	7,565
Pension Costs			867	867	312
Contractors	5,209		3,205	8,414	18,849
Payroll Fees	260			260	227
Total	7,289	0	30,338	37,627	26,953

4. *Trustee Expenses*

None of the Trustees (or persons connected with them) received any remuneration or benefit from the charity during the year. The trustees did not claim any expenses during the year.

5. *Tangible Fixed Assets*

There are no tangible fixed assets held at this time.

6. *Debtors and Prepayments*

	Total 22-23 (£)	Total 21-22 (£)
Trade Debtors	120	120
Prepayments	0	0
Total	120	120

7. *Creditors and Accruals*

	Total 22-23 (£)	Total 21-22 (£)
HMRC	264	124
Trade Creditors	590	2,124
Other Creditors and Accruals	0	0
Total	854	2,248

8. *Transactions with related parties*

There were no transactions with related parties at this time.