

Registered Company Number: 07353823 (England and Wales)
Registered Charity Number: 1140141

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 August 2020
for
Vital Signs Foundation

Milne Thomas and Co
27 Sella Street
Chester
CH1 3NA

Vital Signs Foundation

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for the Year Ended 31 August 2020

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Vital Signs Foundation

Report of the Trustees for year ended 31 August 2020

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statement of the charity for the year ended 31 August 2020. The trustees have adopted the provisions of the statement of recommended practice (SORP) "Accounting and Reporting by Charities".

Reference and Administrative Details

Registered Company Number:

07353823 (England & Wales)

Registered Charity Number:

1140141

Registered Office:

Southport Market Blinds
24-26 Kings Street
Southport
PR8 1JX

Trustees:

Mr Stephen Haw – Director
Mrs Lynn Hedgecoe
Mr Laurence Sullivan
Mr Martin Ball

Independent Examiner:

Mr. S. V. Thomas, B.A., F.C.A.
Milne Thomas and Co
Chartered Accountants
27 Sella Street
Chester
CH1 3NA

Structure, Governance and Management:

Governing Document:

The charity is controlled by its governing document, the memorandum and articles of association and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

OBJECTIVES AND ACTIVITIES

Objective

The objective of the charity is to save lives, to raise and advance awareness of Sudden Cardiac Death (SCD) by providing FREE screening services to young adults and the general public. In addition, the charity provides advocacy, advice and information to promote healthy lifestyle choices, Cardio-Pulmonary Resuscitation (CPR) education and Automated External Defibrillation (AED) awareness, in order to support its main charitable objectives.

Aims

The charity has three main aims:

1. Save lives
 - We operate a screening programme available to all communities throughout the North West of England. The aim of our screening programme is to detect an undiagnosed heart condition, or its risk factors, in young people aged between 16 and 35.
 - Every individual undergoes a blood pressure (BP) test, an ECG, an Echocardiogram (where necessary) and has a face to face consultation with a Consultant Cardiologist to discuss their test results, family history, lifestyle and any concerns - all within less than an hour. It is quick, non-invasive and the individuals receive their results immediately. Any abnormalities that are identified are discussed and individuals are channelled through their GP to hospital for further investigation and appropriate treatment.
2. Raise and advance awareness of Sudden Cardiac Death
 - The more we can raise awareness of the conditions that can lead to Sudden Cardiac Death and the screenings that we deliver, the greater the number of people who will make the choice to get heart checked.
 - We, together with all our supporters, raise awareness of our charity and the need for people to get heart checked at every available opportunity via our screening days, fundraising events, our website, the VSF newsletter and all our social media sites. We also raise awareness by speaking to various businesses and companies when we are pitching to be their Charity of the Year.
3. Provide basic CPR (Cardio-Pulmonary Resuscitation) and AED (Automated External Defibrillation) awareness and education
 - By delivering this basic life saving education, we are enabling the general public to help others in times of emergency

ACHIEVEMENTS AND PERFORMANCE

The Trustees consider that the charity has had a reasonably successful year when taking into account our activities both screening and fundraising were severely impacted by Covid-19, and in line with government advice all our screenings have been cancelled since March 2020 and continue to do so until further notice. Where screenings did take place prior to March we continued to establish the public's awareness of SCD in young people aged 16 – 35 within the surrounding areas of the North West. Our FREE screenings are accessible to everyone and we deliver a very professional service, working only with medics and technicians who are experts in their field. All the screenings we did hold were well attended this year; we have now screened 3109 young people in total. We identified a number of asymptomatic sufferers of Sudden Cardiac Death who may have gone untreated without the charity's help. In addition, there were a significant number of successful diagnoses that identified health problems/risks and aided the individuals to better manage their health. Equally as important, we have given a great number of anxious people the gift of "freedom" upon hearing their results are clear. The screening days have also assisted greatly in bringing the charity's profile and objectives to the attention of a wider audience at large.

In line with the Charity Commission's guidance, the Trustees all received Safeguarding training and went onto undertake an online accreditation. We now have a designated officer and a process in place.

SCREENINGS

In this financial year we held 4 screening days and screened 409 people. Of those people 3 were referred for further tests and we identified people with serious undiagnosed heart conditions.

- Sept 2019. Eaton Golf Club, Funded by Eaton Golf Club.
- Oct 2019. Everton FC, Funded by VSF.
- Nov 2019. Eccleston Community Centre, Funded by Rainhill JFC.
- Dec 2019. Blacon High School, Funded by Ursula Keyes CANCELLED DUE TO LOW NUMBERS
- Jan 2020. Buy to Let Southport, Funded by Buy to Let.

During this financial year we continued our excellent working partnership with the cardiology consultants and physiologists from Liverpool Heart and Chest Hospital and Medacs. We are very lucky to have a working relationship with LHCH Cardiology Consultant Dr Rob Cooper. Rob and his team have created 3D models of patients' hearts to enable them to picture exactly what is happening to their heart, as well as helping them to understand the steps the doctors will take to put things right. The equipment is available for us to utilise at our future screenings.

Screening equipment

During this financial year we were able to purchase our own Cholesterol and Blood Glucose screening equipment and the accompanying test kits, sadly due to the Covid-19 outbreak training on these machines was cancelled and we have yet to be able to utilise this equipment, however, it gives us much greater capacity to aid all of our clients regardless of age on future diagnosis of various health conditions and is a very exciting diversification in the development of our service provision.

FUNDRAISING

We are very privileged to have great supporters who, during this financial year, have raised phenomenal amounts of money for us.

Fundraising events/donations/charitable grants

- Longthorne Gun Makers £127.33
- Funeral Donations (Memory of Mark Tansey's father) £308
- Rainhill JFC (Fundraisers Vinny Cassidy £365
- Premier wealth management fundraiser £132.85
- Virgin Money Just Giving (Premier wealth management) £255.11
- We were grateful to receive donations during this financial year from Jan Harvey, Maureen Sullivan and Louise Noon. We are extremely grateful to them all.

Financial Review

During the period under review, the Trustees considered the performance of the charity was well placed to deliver our forthcoming plans. The statement of financial activities, show a surplus of unrestricted funds of £42118 and overall net income for the period of £3168. The net fund balance is £47690.

Future Development

- The charity will continue to operate within budget and in a controlled manner.
- We will continue to maintain and develop solid working relationships with all our partners and supporters.
- We will strive to create new partnerships for the benefit of the charity and the services we deliver. This is to include a collaboration with Liverpool Heart and Chest Hospital consulting cardiologists, with the aim being to create a clinical team for all future screenings. This will allow us to create a calendar of screening events going forward.
- We hope to diversify the screenings and will be adding Cholesterol and Glucose testing for all age groups in the future, as soon as training is allowed following government advice regarding Covid-19..
- Our aim is to continue to work towards increasing the number of screenings we deliver to between 8 and 10 per financial year.
- We hope to continue and diversify our fundraising capabilities by introducing a new "VSF Charity Shooting Day." This initially was planned for the last financial year but has now been rolled over due to Covid-19.
- We will continue to raise awareness of Sudden Cardiac Death, the devastation it causes and the screenings that people can access via our charity.

Approved by order of the Board of Trustees on 14th MARCH 2021 and signed on its behalf by:

Mr Stephen Haw – Director/Chairperson



Date: 02/03/2021

Mrs Lynn Hedgecoe – Trustee



Date: 14.3.21

Vital Signs Foundation

Independent Examiner's Report

I report on the accounts for the year ended 31 August 2020 set out on pages 7 to 12.

Respective responsibilities of trustees and examiner

The Charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- 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
- to state whether particular matters have come to my attention.

Basis of the 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 at trustees concerning 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 statements below.

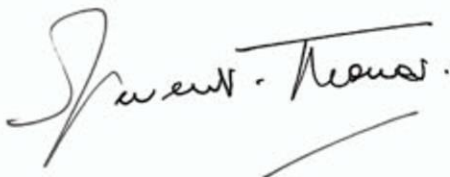
Independent examiner's statement

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

- (i) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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



Mr S V Thomas B.A., F.C.A.
Milne Thomas and Co
27 Sellar Street
Chester
CH1 3NA

Date: 14th MARCH 2021

Vital Signs Foundation

Statement of Financial Activities
for the Year Ended 31 August 2020

| | | | | 31.08.20 | 31.08.19 |
|--|-------|----------------------------|--------------------------|------------------|------------------|
| | Notes | Unrestricted funds £ | Restricted funds £ | Total funds £ | Total funds £ |
| INCOMING RESOURCES | | | | | |
| Incoming resources from generated funds | | | | | |
| Donations and legacies | 2 | 35382 | - | 35382 | 49808 |
| Investment income | 3 | - | - | - | - |
| | | _____ | _____ | _____ | _____ |
| Total incoming resources | | 35382 | - | 35382 | 49808 |
| | | _____ | _____ | _____ | _____ |
| RESOURCES EXPENDED | | | | | |
| Costs of generating funds | | | | | |
| Costs of generating donations and legacies | 4 | 16094 | - | 16094 | 21402 |
| Charitable activities | | | | | |
| Direct expenditure | | 9868 | - | 9868 | 13608 |
| Governance costs | | 6252 | - | 6252 | 14468 |
| | | _____ | _____ | _____ | _____ |
| Total resources expended | | 32214 | - | 32214 | 49478 |
| | | _____ | _____ | _____ | _____ |
| NET INCOME / OUTGOINGS | | 3168 | - | 3168 | 330 |
| | | _____ | _____ | _____ | _____ |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 38950 | 7056 | 46006 | 38764 |
| | | _____ | _____ | _____ | _____ |
| TOTAL FUNDS CARRIED FORWARD | | 42118 | 5572 | 47690 | 46006 |
| | | _____ | _____ | _____ | _____ |

The notes form part of these financial statements

Vital Signs Foundation

Balance Sheet

as at 31 August 2020

| | | | | 31.08.20 | 31.08.19 |
|--|-------|----------------------------|--------------------------|------------------|------------------|
| | Notes | Unrestricted funds £ | Restricted funds £ | Total funds £ | Total funds £ |
| FIXED ASSETS | | | | | |
| Tangible assets | 7 | - | 5572 | 5572 | 7056 |
| | | <hr/> | <hr/> | <hr/> | <hr/> |
| CURRENT ASSETS | | | | | |
| Cash at bank and in hand | | 42896 | - | 42896 | 39713 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 8 | (778) | - | (778) | (763) |
| | | <hr/> | <hr/> | <hr/> | <hr/> |
| NET CURRENT ASSETS | | 42118 | - | 42118 | 38950 |
| | | <hr/> | <hr/> | <hr/> | <hr/> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | | | |
| | | 42118 | 5572 | 47690 | 46006 |
| | | <hr/> | <hr/> | <hr/> | <hr/> |
| FUNDS | | | | | |
| | 9 | | | | |
| Restricted funds | | | | 5572 | 7056 |
| Unrestricted funds | | | | 42118 | 38950 |
| | | | | <hr/> | <hr/> |
| | | | | 47690 | 46006 |
| | | | | <hr/> | <hr/> |

The notes form part of these financial statements

continued.....

Vital Signs Foundation

Balance Sheet – continued
as at 31 August 2020

The charity company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2020.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 August 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for:

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006; and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with FRS102 SORP.

The financial statements were approved by the Board of Trustees on 14th MARCH 2021 and were signed on its behalf by:



Mr Stephen Haw - Director

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

| | 31.08.20 | 31.08.19 |
|---------------------------------------|----------|----------|
| | £ | £ |
| Donations and gifts | 35382 | 49808 |
| Grants receivable for core activities | - | - |
| | <hr/> | <hr/> |
| | 35382 | 49808 |
| | <hr/> | <hr/> |

continued.....

Notes to the Financial Statements - continued
for the Year Ended 31 August 2020

3. INVESTMENT INCOME

| | 31.08.20 | 31.08.19 |
|---------------------|----------|----------|
| | £ | £ |
| Interest receivable | - | - |
| | — | — |

4. RESOURCES EXPENDED

| | Motor vehicle £ | Depreciation £ | Other costs £ | 31.08.20 £ | 31.08.19 £ |
|--|-----------------------|-------------------|---------------------|---------------|---------------|
| Costs of generating funds | | | | | |
| Costs of generating donations and legacies | | - | 16094 | 16094 | 21402 |
| Charitable activities | | | | | |
| Activities undertaken directly | | - | - | - | - |
| Staff costs | | - | 9868 | 9868 | 13608 |
| Governance costs | 7000 | 1484 | 6251 | 14735 | 14468 |
| | — | — | — | — | — |
| | 7000 | 1484 | 32213 | 40697 | 49478 |
| | — | — | — | — | — |

5. TRUSTEES' REMUNERATION AND BENEFITS

A trustee was appointed as administration manager at the end of the year and received remuneration of £392 for the period.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2020 nor for the year ended 31 August 2019.

6. STAFF COSTS

| | 31.08.20 | 31.08.19 |
|--------------------|----------|----------|
| | £ | £ |
| Wages and salaries | 9868 | 13608 |
| | — | — |

The average monthly number of employees during the year was as follows:

| | | |
|----------------|---|---|
| Administration | 1 | 1 |
|----------------|---|---|

No employees received emoluments in excess of £60,000, being the amount required for disclosure by the Charities Act.

continued.....

Notes to the Financial Statements - continued
for the Year Ended 31 August 2020

7. TANGIBLE FIXED ASSETS

| | Motor vehicle £ | Fixtures, fittings & equipment £ | Total £ |
|--------------------------|-----------------------|---|------------|
| Cost | | | |
| At 1 September 2019 | 7000 | 5684 | 12684 |
| Additions | - | - | - |
| Disposals | - | - | - |
| | _____ | _____ | _____ |
| At 31 August 2020 | 7000 | 5684 | 12684 |
| | _____ | _____ | _____ |
| Depreciation | | | |
| At 1 September 2019 | 490 | 5138 | 5628 |
| Charge for the year | 1302 | 182 | 1484 |
| Written off on disposals | - | - | - |
| | _____ | _____ | _____ |
| At 31 August 2020 | 1792 | 5320 | 7112 |
| | _____ | _____ | _____ |
| Net book value | | | |
| At 31 August 2020 | 5208 | 364 | 5572 |
| | _____ | _____ | _____ |
| At 31 August 2019 | 6510 | 546 | 7056 |
| | _____ | _____ | _____ |

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.08.20 £ | 31.08.19 £ |
|----------|---------------|---------------|
| Accruals | 778 | 763 |
| | _____ | _____ |

9. MOVEMENT IN FUNDS

| | Unrestricted funds £ | Restricted funds £ | 31.08.20 Total funds £ | 31.08.19 Total funds £ |
|--|----------------------------|--------------------------|------------------------------|------------------------------|
| Tangible fixed assets | | 5572 | 5572 | 7056 |
| Current assets | 42896 | - | 42896 | 39713 |
| Creditors: falling due within one year | (778) | - | (778) | (763) |
| Movement during the period | - | - | - | - |
| | _____ | _____ | _____ | _____ |
| | 42118 | 5572 | 47690 | 46006 |
| | _____ | _____ | _____ | _____ |