

KEEPTHEBEAT

Report of the Trustees and

Unaudited Financial Statements for the Year Ended 31 October 2021

KEEPTHEBEAT

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for the Year Ended 31 October 2021

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KEEPTHEBEAT

Report of the Trustees **for the Year Ended 31 October 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 October 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activity of the Charity continues to be providing hope, relief and support for children and young people (and their families and carers) affected by congenital heart defects. The Charity also aims to advance public education on the subject of congenital heart defects and the effects on children, young people and their families.

Significant activities

A key strategy utilised in achieving these objectives and aims is the use of social networking platforms as a means of communication and to generate donations and encourage fund raising.

The ability to do this has been limited throughout the Covid-19 pandemic as there has been less events to promote and less ability to promote the work that has been done.

Further to this some of the support that we have given is to bereaved families and due to it's very sensitive nature has not been promoted.

KEEPTHEBEAT continues to be the adopted charity of the East Midlands Congenital Heart Network across the wider geographical area. Network meetings have been reduced and the Chairman of KEEPTHEBEAT has continued to sit at these meetings where possible; however, work commitments have meant that attendance has been limited.

Main activities of the charity are to support the families and children with heart defects and the donation of hospital equipment. The Charity also continues to fund the education and training of nurses where appropriate and requested.

Public benefit

The Trustees have due regard for the guidance published by the Charities Commission on Public Benefit.

Volunteers

The Charity has continued to be supported by volunteers this year. The value of the support cannot be quantified but on every occasion it is very much appreciated. The amount of activity has been reduced due to the Covid-19 pandemic and therefore the need to call on volunteers has been reduced.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The East Midlands Congenital Heart Centre finally moved its services from Glenfield to Leicester Royal Infirmary during the accounting period.

The charity has been unable to visit the wards during the period due to the Covid-19 pandemic, hospital restrictions and the Trustees' personal circumstances.

The charity has continued to make contributions to the new ward (Ward 1) at the Leicester Royal Infirmary and also supported a number of families across the network in hospital and at home. Some families have reached out to the charity via Social media during the Covid-19 pandemic.

KEEPTHEBEAT

Report of the Trustees **for the Year Ended 31 October 2021**

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

During the year the charity's fund raising activities were limited with there only being a virtual Santa Walk. This was the only event in the accounting period but it was important to continue with it to ensure that the charity continued to be represented.

The charity has continued to be restricted by the Covid-19 pandemic throughout the accounting period and it looks as though the effects of the pandemic will have an ongoing effect on both the income and the ability to promote events.

We continue to receive some limited donations from supporters and a number of individuals have created their own events and challenges and subsequently made significant donations to the charity.

FINANCIAL REVIEW

Financial position

Total incoming resources were £32,807 (2020: £25,087). After deducting expenditure of £17,618 (2020: £27,266) there was net income of £15,189 (2020: net expenditure of £2,179) for the year.

As at 31 October 2021, the Charity had total funds of £39,680 (2020: £24,491) all of which were unrestricted.

Reserves policy

We do not consider it necessary to retain significant reserves as ongoing operational costs of the Charity are minimal. At the end of the accounting period there continues to be a surplus of funds which ensures that we are able to respond to requests from the East Midlands Congenital Heart Centre for items when needed.

FUTURE PLANS

In terms of fundraising, the Charity will continue to focus on its three main activities: the Annual Ball, the One Mile Run and the Santa Ride. However, we are currently unable to plan events due to the pandemic and there are challenges to being present in hospitals due to the nature of the illness of the children and their vulnerability to COVID-19.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Trustees

The trustees were appointed because they had the skills required by the Charity to achieve its objectives. All of the current trustees were appointed on registration.

There are no plans at present to extend the number of trustees.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1143119

Principal address

PO Box 10204
Hinckley
LE10 9EX

Trustees

A J Tansey (Chairman)
Mrs A Tansey
Miss A Tansey

KEEPTHEBEAT

Report of the Trustees
for the Year Ended 31 October 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

torr waterfield
Park House
37 Clarence Street
Leicester
Leicestershire
LE1 3RW

Approved by order of the board of trustees on 30 August 2022 and signed on its behalf by:

A J Tansey - Trustee

**Independent Examiner's Report to the Trustees of
KEEPTHEBEAT**

Independent examiner's report to the trustees of KEEPTHEBEAT

I report to the charity trustees on my examination of the accounts of KEEPTHEBEAT (the Trust) for the year ended 31 October 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Mark Andrew Torr FCCA
For and on behalf of:
torr waterfield
Park House
37 Clarence Street
Leicester
Leicestershire
LE1 3RW

31 August 2022

KEEPTHEBEAT**Statement of Financial Activities
for the Year Ended 31 October 2021**

| | Notes | Unrestricted fund £ | Restricted fund £ | 31.10.21 Total funds £ | 31.10.20 Total funds £ |
|---------------------------------------|-------|---------------------------|-------------------------|---------------------------------|---------------------------------|
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | | 32,207 | - | 32,207 | 11,171 |
| Trading activities | 2 | 600 | - | 600 | 13,916 |
| Total | | 32,807 | - | 32,807 | 25,087 |
| EXPENDITURE ON | | | | | |
| Raising funds | 3 | 3,081 | - | 3,081 | 10,431 |
| Charitable activities | 4 | | | | |
| Donation of equipment and other items | | 11,358 | - | 11,358 | 15,478 |
| Education and training | | 351 | - | 351 | 974 |
| Family support | | 2,828 | - | 2,828 | 383 |
| Total | | 17,618 | - | 17,618 | 27,266 |
| NET INCOME/(EXPENDITURE) | | 15,189 | - | 15,189 | (2,179) |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 24,491 | - | 24,491 | 26,670 |
| TOTAL FUNDS CARRIED FORWARD | | 39,680 | - | 39,680 | 24,491 |

The notes form part of these financial statements

KEEPTHEBEAT**Balance Sheet**
31 October 2021

| | Notes | Unrestricted fund £ | Restricted fund £ | 31.10.21 Total funds £ | 31.10.20 Total funds £ |
|--|-------|---------------------------|-------------------------|---------------------------------|---------------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 10 | 1,880 | - | 1,880 | 1,984 |
| CURRENT ASSETS | | | | | |
| Debtors | 11 | 2,013 | - | 2,013 | 577 |
| Cash at bank | | 37,909 | - | 37,909 | 23,419 |
| | | <u>39,922</u> | <u>-</u> | <u>39,922</u> | <u>23,996</u> |
| CREDITORS | | | | | |
| Amounts falling due within one year | 12 | (2,122) | - | (2,122) | (1,489) |
| | | <u>37,800</u> | <u>-</u> | <u>37,800</u> | <u>22,507</u> |
| NET CURRENT ASSETS | | | | | |
| | | <u>37,800</u> | <u>-</u> | <u>37,800</u> | <u>22,507</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | | | |
| | | <u>39,680</u> | <u>-</u> | <u>39,680</u> | <u>24,491</u> |
| NET ASSETS | | | | | |
| | | <u>39,680</u> | <u>-</u> | <u>39,680</u> | <u>24,491</u> |
| FUNDS | 13 | | | | |
| Unrestricted funds | | | | <u>39,680</u> | <u>24,491</u> |
| TOTAL FUNDS | | | | <u>39,680</u> | <u>24,491</u> |

The financial statements were approved by the Board of Trustees and authorised for issue on 30 August 2022 and were signed on its behalf by:

A J Tansey - Trustee

Notes to the Financial Statements
for the Year Ended 31 October 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals 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.

Allocation and apportionment of costs

Costs are apportioned between activities based on an estimate of management time spent.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Storage container - 5% on cost

Taxation

The charity is exempt from 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.

KEEPTHEBEAT

Notes to the Financial Statements - continued **for the Year Ended 31 October 2021**

1. ACCOUNTING POLICIES - continued

Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective rate of interest method, less any impairment.

Creditors

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

Going concern

After reviewing the charity's forecasts and projections, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing the financial statements.

2. TRADING ACTIVITIES

| | 31.10.21 | 31.10.20 |
|---------------------|------------|---------------|
| | £ | £ |
| Fundraising events | - | 13,866 |
| Sale of merchandise | 600 | 50 |
| | <u>600</u> | <u>13,916</u> |

3. RAISING FUNDS

Raising donations and legacies

| | 31.10.21 | 31.10.20 |
|-----------------------------|--------------|---------------|
| | £ | £ |
| Fundraising ball | - | 4,259 |
| Other fundraising events | 110 | 3,107 |
| Fundraising expenses | 1,313 | 1,127 |
| Finance and similar charges | 602 | 405 |
| Support costs | 1,056 | 1,533 |
| | <u>3,081</u> | <u>10,431</u> |

4. CHARITABLE ACTIVITIES COSTS

| | Direct Costs £ | Grant funding of activities (see note 5) £ | Support costs (see note 6) £ | Totals £ |
|--|----------------------|---|---------------------------------------|---------------|
| Donation of equipment and other items | 4,011 | 5,939 | 1,408 | 11,358 |
| Education and training | - | - | 351 | 351 |
| Family support | - | 2,125 | 703 | 2,828 |
| | <u>4,011</u> | <u>8,064</u> | <u>2,462</u> | <u>14,537</u> |

KEEPTHEBEAT

Notes to the Financial Statements - continued **for the Year Ended 31 October 2021**

5. GRANTS PAYABLE

| | 31.10.21 | 31.10.20 |
|---|--------------|----------|
| | £ | £ |
| Donation of equipment and other items | 5,939 | - |
| Family support | 2,125 | - |
| | <u>8,064</u> | <u>-</u> |
| The total grants paid to institutions during the year was as follows: | | |
| | 31.10.21 | 31.10.20 |
| | £ | £ |
| East Midlands Congenital Heart Centre | <u>5,939</u> | <u>-</u> |

6. SUPPORT COSTS

| | Management | Finance | Governance costs | Totals |
|---------------------------------------|--------------|-----------|------------------|--------------|
| | £ | £ | £ | £ |
| Raising donations and legacies | 605 | 19 | 432 | 1,056 |
| Donation of equipment and other items | 807 | 25 | 576 | 1,408 |
| Education and training | 201 | 6 | 144 | 351 |
| Family support | 403 | 12 | 288 | 703 |
| | <u>2,016</u> | <u>62</u> | <u>1,440</u> | <u>3,518</u> |

| Activity | Basis of allocation |
|------------------|---|
| Management | Estimated proportion of management time spent |
| Finance | Estimated proportion of management time spent |
| Governance costs | Estimated proportion of management time spent |

The proportion of management time allocated to each activity has been estimated as:

| | 31.10.21 | 31.10.20 |
|--------------------------------|-----------------|-----------------|
| Raising donations and legacies | 30% | 40% |
| Donating goods and other items | 40% | 40% |
| Education and training | 10% | 10% |
| Family support | 20% | 10% |

7. INDEPENDENT EXAMINER'S REMUNERATION

| | 31.10.21 | 31.10.20 |
|--|--------------|--------------|
| | £ | £ |
| Independent Examiner's Fees - External scrutiny | 420 | 420 |
| Independent Examiner's Fees - Accountancy services | 1,020 | 1,020 |
| | <u>1,440</u> | <u>1,440</u> |

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Notes to the Financial Statements - continued
for the Year Ended 31 October 2021

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 October 2021 nor for the year ended 31 October 2020.

Trustees' expenses

During the year ended 31 October 2021 travel and other expenses totalling £nil (2020: £139) were reimbursed to nil (2020: one) trustee.

9. STAFF COSTS

There were no staff costs for the year ended 31 October 2021, nor for the year ended 31 October 2020, and therefore no employees received emoluments in excess of £60,000.

AVERAGE NUMBER OF EMPLOYEES

The average number of employees during the year was nil (2020 - nil).

10. TANGIBLE FIXED ASSETS

| | Storage container £ |
|---|------------------------|
| COST | |
| At 1 November 2020 and 31 October 2021 | 2,080 |
| DEPRECIATION | |
| At 1 November 2020 | 96 |
| Charge for year | 104 |
| At 31 October 2021 | 200 |
| NET BOOK VALUE | |
| At 31 October 2021 | 1,880 |
| At 31 October 2020 | 1,984 |

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.10.21 £ | 31.10.20 £ |
|--------------------------------|---------------|---------------|
| Other debtors | 1,340 | - |
| Prepayments and accrued income | 673 | 577 |
| | 2,013 | 577 |

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Notes to the Financial Statements - continued
for the Year Ended 31 October 2021

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.10.21 £ | 31.10.20 £ |
|------------------------------|---------------|---------------|
| Trade creditors | 682 | - |
| Accruals and deferred income | 1,440 | 1,489 |
| | <u>2,122</u> | <u>1,489</u> |

13. MOVEMENT IN FUNDS

| | At 1.11.20 £ | Net movement in funds £ | At 31.10.21 £ |
|---------------------------|--------------------|----------------------------------|---------------------|
| Unrestricted funds | | | |
| General fund | 24,491 | 15,189 | 39,680 |
| | <u>24,491</u> | <u>15,189</u> | <u>39,680</u> |
| TOTAL FUNDS | <u>24,491</u> | <u>15,189</u> | <u>39,680</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 32,807 | (17,618) | 15,189 |
| | <u>32,807</u> | <u>(17,618)</u> | <u>15,189</u> |
| TOTAL FUNDS | <u>32,807</u> | <u>(17,618)</u> | <u>15,189</u> |

Comparatives for movement in funds

| | At 1.11.19 £ | Net movement in funds £ | At 31.10.20 £ |
|---------------------------|--------------------|----------------------------------|---------------------|
| Unrestricted funds | | | |
| General fund | 26,670 | (2,179) | 24,491 |
| | <u>26,670</u> | <u>(2,179)</u> | <u>24,491</u> |
| TOTAL FUNDS | <u>26,670</u> | <u>(2,179)</u> | <u>24,491</u> |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 25,087 | (27,266) | (2,179) |
| | <u>25,087</u> | <u>(27,266)</u> | <u>(2,179)</u> |
| TOTAL FUNDS | <u>25,087</u> | <u>(27,266)</u> | <u>(2,179)</u> |

KEEPTHEBEAT

Notes to the Financial Statements - continued
for the Year Ended 31 October 2021

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 October 2021 nor for the year ended 31 October 2020.