

TRUSTEE REPORT
6 APRIL 2021 TO 5 APRIL 2022

What We Achieved

Families of Ocean Ward became a registered charity in December 2011. The Charity currently consists of 4 trustees:

Samantha Prior (Treasurer)
Rachel Carter (Chairperson)
Kelly Sparks (Vice Chairperson)
Catherine Dalton (Secretary) – Appointed January 2022

The Charity also consists of volunteers:

Jackie Hicks
Aimee Stevens

Trustees and volunteers are parents of heart children treated at the Ocean Ward at Southampton General Hospital.

The Trustees have kept in mind the Charity Commission Guidance on Public Benefit as well as the Charity's Objects in any expenses and activities undertaken. The main focus of the Charity is to support children with heart conditions and their families both during times in hospital but also when out of hospital.

The primary aim of the Trustees, as in earlier years, was to increase the number of heart children and their families that benefitted from the Charity, however with Covid restrictions in place, we have been unable to hold our usual events. The objectives were met in the following ways:

- Grants including gift cards and hardship payments continued to be paid to families experiencing financial difficulty during hospital stays. These totalled £5,175.00. Payments are made following requests on behalf of the families by medical staff based on Ocean Ward.
- Emergency packs continue to be of benefit to families where their child is admitted onto the ward for emergency treatment and families have no time to take basic items with them. They include toiletries, socks, etc for parents to use when their child is admitted in an emergency. This year the Trustees have kept costs down by using a stock of items from previous requests for items. Packs are presented in Families of Ocean Ward drawstring bags. Packs are distributed by Ocean Ward staff when needed.
- Unfortunately, due to COVID restrictions we were unable to go ahead with our Annual Christmas party / Paultons Park events although we will look to resume these once the pandemic settles down.

- The FOOW Facebook group continues to be a place where heart families are able to find peer support on heart related issues such as benefits, experiences of surgery, medication, etc. Membership continues to increase with around 1.8k members.
- The equipment for patients totalled £4,133. This included Coagucheck testing kits. These are essential to improving the quality of life for families by enabling INR testing at home rather than having daily visits to a hospital or medical centre for blood tests.
- Equipment and purchases for the ward totalled £4,517. This included Netflix, restocking the playroom and badge reward box for patients and maintenance for our aquarium on the ward.
- In January 2022 we moved the office location to 64 Brewers Lane, Gosport, PO13 0LA. All stock and records are now kept at this address.

During this financial year our activities remained reduced due to COVID19 and our main events were unable to take place. However, the charity continued to support families via the Facebook group. Fundraising increased hugely and significant sums were raised by several fundraisers. Donations continued to be received via Just Giving and Paypal Giving Fund.

Finances

Total income for the year was £73,187 this was a significant increase from last year. This is most likely due to more fundraising events being able to take place.

Total Expenditure for the year was £20,596 which is lower than an average year due to not hosting our annual Paultons Park trip and Christmas Party due to COVID19. Other expenditure continued such as hardship payments and equipment purchases.

A summary of the expenditure is in the accounts attached.

Total funds held at the end of the year were £128,046 in the current account, reserve account and petty cash.

The Trustees aim to keep costs and wastage to a minimum, for example, by negotiating discounts. Trustees are volunteers and not entitled to remuneration. Out of pocket expenses incurred on behalf of the Charity, such as postage, travel to and from meetings, etc, are reimbursed in line with the Charity's expense policy. Trustees share lifts to meetings and events whenever possible.

Reviews of the charity's reserves are carried out generally every six months but not less than once a year, taking into account the financial position at the time of the review, and, when appropriate, the Trustees take correcting action, e.g. where a large surplus is in the account they decide how to put funds to the best interests of the Charity's beneficiaries through the consideration of projects and/or review existing planned expenditure when reserves are low.

The Trustee's primary objectives are assistance to families experiencing financial hardship during hospital stays; provision of INR testing equipment for use by patients at home as these are not funded through NHS; and funding permitting, six monthly social events for beneficiaries as these provide peer support and are sometimes often the only social event families struggling financially may have. The Trustees use their discretion in relation to excess monies held in reserve.

Families of Ocean Ward is a small charity relying entirely on donations. It does not receive or apply for grants. It does not have any long-term investments. The Charity's reserve currently consists of unrestricted funds.

We are again fortunate this year to have received substantial donations from our supporters to enable us to continue with our aims, however, we are always mindful that a decrease in income would impact on the running of the Charity, there needs to be sufficient monies held in the reserve account to ensure the basic running of the charity, such as insurance, accounts and return filing, etc, as well as ensuring the core support of financial assistance while in hospital and the provision of INR testing equipment is able to continue for up to a year. The Trustees currently estimate this to be in the region of £20,000.

Where the Trustees have identified a particular project or event which will require significant funding within the next 12 month period, such funds may, by the agreement of a majority of the Trustees, be held in a reserve as "earmarked" monies for the purposes of the project concerned. Examples would be, the annual Paultons Park trip which is valuable to beneficiaries as they offer contact time and peer support with others experiencing the same challenges of having to deal with a congenital heart condition; the provision of equipment and furnishings for use in hospital as this makes the ward more user friendly and helps create a more conducive environment to recovery of beneficiaries and reduce stress to the patient and their family. Restricted funds would also be held in reserve until such time as the monies are paid out for the particular objective of the donation and may not be used for any other reason. In the event that restricted donations cannot be applied for the purpose they were donated, the trustees would wherever possible make direct contact with the donor with a view to returning the donation unless the donor consents to the donation being released for the general purposes of the charity. Where direct contact details are unknown, then the trustees will also publicise that the purpose cannot be achieved on the website and Facebook page requesting donors make contact.

Projects should commence within 12 months of the Charity's year end in April to ensure earmarked funds are not held indefinitely. If a project has not started within the 12 months period, the Trustees review whether it is still in the best interests of the Charity and its beneficiaries to use funds towards the project or if it should be used for other purposes. This may result in the money continuing to be earmarked for the same project for a further period, if, for example, the delay is because of factors outside of the control of the Trustees.

Trustees – Appointing new Trustees.

Once we have identified a potential new trustee, an information pack is sent/emailed to them to read to make them aware of what the requirements of the role will be. Once they are happy to proceed we follow our New Trustee procedures to gain the relevant documents required and carry out the required identity checks for them to be able to begin the role. A Special meeting is held between the trustees to confirm this change. A new trustee was appointed in January 2022, Catherine Dalton. Catherine will be taking on the role of secretary.

Governance

The Charity's Objects are set out in its governing document, which is a trust deed, and are as follows:

1. To promote and protect the good health of and relieve sickness of children and young persons with congenital heart conditions who are treated at Southampton General Hospital

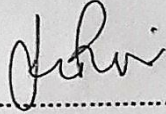
and located across the South and South West of England, including but not limited to West Sussex, The Channel Islands, Hampshire and the Isle of Wight, Berkshire and Oxfordshire by such assistance and support as the Trustees think fit;

2. To advance the education of the public in the subject of congenital heart disease.

The Charity's registered address is 64 Brewers Lane, Gosport, PO13 0LA

The Trustees confirm that they have seen and approved this Report.

Signed on behalf of the Trustees



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SAM PRIOR

Trustee

Families of Ocean Ward

13 January 2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Families of Ocean Ward

On accounts for the year
ended

5 April 2022

Charity no
(if any)

1145013

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **5 April 2022**.

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 2011 Act and in carrying out my examination, I have followed the 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

F J Wilde

Date:

20/01/2023

Name:

F J Wilde

Relevant professional
qualification(s) or body
(if any):

FCCA DChA

Address:

4 Marigold Drive

Bisley

Surrey GU24 9SF

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).



CHARITY COMMISSION
FOR ENGLAND AND WALES

Families of Ocean Ward

1145013

Receipts and payments accounts

CC16a

For the period
from

06/04/2021

To

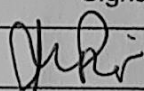
05/04/2022

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	73,074	-	-	73,074	27,255
Bank Interest	4	-	-	4	8
Miscellaneous	109	-	-	109	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	73,187	-	-	73,187	27,263
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	73,187	-	-	73,187	27,263
A3 Payments					
Sponsorship of nurse	-	-	-	-	2,992
Grants and Hardship payments	5,175	-	-	5,175	1,703
Equipment for Patients	4,133	-	-	4,133	2,753
Equipment and Purchases for Ward	4,517	-	-	4,517	8,195
Fun Days and Activities	-	-	-	-	117
Fundraising and Running costs	67	-	-	67	2,697
Merchandise	1,075	-	-	1,075	1,719
Professional fees	600	-	-	600	536
Miscellaneous Expenses	31	-	-	31	111
Office rent and equipment	4,998	-	-	4,998	895
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	20,596	-	-	20,596	21,718
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	20,596	-	-	20,596	21,718
Net of receipts/(payments)	52,591	-	-	52,591	5,545
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	75,455	-	-	75,455	69,910
Cash funds this year end	128,046	-	-	128,046	75,455

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account	86,744	-	-
	Reserve account	40,556	-	-
	Petty cash	746	-	-
	Total cash funds	128,046	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Independent Examiner		648	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		Sam Prue	18-01-23

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