



[www.oceanward.co.uk](http://www.oceanward.co.uk)

Registered Charity Number: 1145013

**TRUSTEE REPORT**  
**6 APRIL 2023 TO 5 APRIL 2024**

**What We Achieved**

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

Rachel Carter - Chairperson  
Samantha Prior - Treasurer  
Kelly Sparks – Vice Chairperson  
Kate Dalton - Secretary

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. The objectives were met in the following ways:

- Grants continued to be paid to families experiencing financial difficulty during hospital stays. These totalled £5,800.00. A total of 25 grant payments were made a similar amount as the previous year, with cost of living and fuel increases so high these payments are a lifeline for many families. Payments are made following requests on behalf of the families by medical staff based on Ocean Ward.
- Tesco and Marks and Spencer gift cards provide additional assistance to families experiencing financial difficulties, being used towards food for parents staying on the ward with their child or assisting with petrol expenses for parents travelling to and from home and hospital whilst children are on E1. These were issued to families by Ocean Ward staff. These totalled £1,490 for the year.
- 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.



Packs are presented in Families of Ocean Ward drawstring bags and these are distributed by Ocean Ward staff when needed.

- We once again were pleased to be able to arrange the annual Paultons Park trip which the charity managed to acquire 50 complimentary tickets from Paultons and we paid £12,555 towards the cost of the tickets with a small contribution from the families who attended.
- 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 2,000 members.
- The provision of Coaguchek machines for 9 heart children on warfarin (cost £3,843). 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.
- We continue to rent an office monthly to allow the charity to store and operate from a central location.

### Finances

Total unrestricted donations for the year were £57,137 compared to £23,953 in the previous year, a significant increase on the previous year. Most of the income coming from donations and individuals fundraising for the charity.

Total Expenditure for the year was £36,600 which is £13,548 less than the previous year, the amount of Hardship payments increased due to increased expenses/costs for families while in hospital however, the Paultons Park / Family activities was less than last year which is the difference.

A summary of the expenditure is in the accounts attached.

Total funds held at the end of the year were **£122,388** 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.

#### 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, Hampshire, PO12 4LJ

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

Signed on behalf of the Trustees

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Rachel Carter  
Chairperson & Trustee  
Families of Ocean Ward

16 January 2025





**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 2024

**Charity no  
(if any)**

1145013

**Set out on pages**

1-2

(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 2024**.

**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:**

21 January 2025

**Name:**

F J Wilde

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

FCCA DChA

**Address:**

4 Marigold Drive

Bisley

Surrey GU24 9SF



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Families of Ocean Ward

No (if any)  
1145013

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
06/04/2023

To

Period end date  
05/04/2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	49,316	-	-	49,316	15,365
Contributions to tickets	1,508	-	-	1,508	8,386
Bank Interest	548	-	-	548	178
Miscellaneous	-	-	-	-	24
Paypal donations	5,765	-	-	5,765	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>57,137</b>	<b>-</b>	<b>-</b>	<b>57,137</b>	<b>23,953</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>57,137</b>	<b>-</b>	<b>-</b>	<b>57,137</b>	<b>23,953</b>
<b>A3 Payments</b>					
Grants and Hardship payments	6,050	-	-	6,050	7,710
Equipment for Patients	3,843	-	-	3,843	2,788
Equipment and Purchases for Ward	3,024	-	-	3,024	5,658
Fund Days and Activities	12,347	-	-	12,347	22,899
Fundraising and Running costs	1,094	-	-	1,094	2,446
Merchandise	3,387	-	-	3,387	4,946
Professional fees	678	-	-	678	648
Miscellaneous Expenses	-	-	-	-	53
Office rent and equipment	2,750	-	-	2,750	3,000
Paypal payments	3,427	-	-	3,427	-
<b>Sub total</b>	<b>36,600</b>	<b>-</b>	<b>-</b>	<b>36,600</b>	<b>50,148</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>36,600</b>	<b>-</b>	<b>-</b>	<b>36,600</b>	<b>50,148</b>
<b>Net of receipts/(payments)</b>	<b>20,537</b>	<b>-</b>	<b>-</b>	<b>20,537</b>	<b>- 26,195</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>101,851</b>	<b>-</b>	<b>-</b>	<b>101,851</b>	<b>128,046</b>
<b>Cash funds this year end</b>	<b>122,388</b>	<b>-</b>	<b>-</b>	<b>122,388</b>	<b>101,851</b>



## 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 £
<b>B1 Cash funds</b>	Current Account	80,886	-	-
	Reserve Account	41,282	-	-
	Petty Cash	220	-	-
	<b>Total cash funds</b>	<b>122,388</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

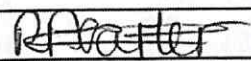
	Details	OK Unrestricted funds to nearest £	OK Restricted funds to nearest £	OK Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Rachel Carter	20/01/25