



Annual Report 2019-2020

Heartline supports children with heart disorders and their families, whatever the condition, wherever it is treated.

Legal and administrative information

Trustees

Alasdair Marshall

Elizabeth Collins

Kevin Ford

Kymm Galvin

Michelle King

Natalie Persoglio

Nicola Garbutt

Simon Leonard

Registered charity number 1153442

Registered office

42 Moyle Close,

Gillingham,

Kent ME8 9RH

Independent examiner

Victoria Kelly

17 Church Lane

Wimbledon

SW19 3PD

Bankers

Lloyds Bank PLC

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The Trustees present their report along with the financial statements of the Charity for the year ended 31 October 2020. The financial statements have been prepared in accordance with the accounting policies set out on pages 9 to 10 and comply with the Charity's Constitution and applicable law.

Objectives

Mission – Heartline supports children with heart conditions and their families, whatever the condition, wherever it is treated.

We do this by providing:

Benefits - such as our Heart Children Book, newsletter, website, wetsuits, information leaflets, children's activity weekends and subsidised caravans.

Projects – such as Medic Alert bracelets and subscription fees, family get-together events and parties.

Support – through our social media channels and directly connecting families where appropriate.

Activities, achievements and performance

Heartline Families is a national charity that seeks to support the families of children with heart conditions. Where some peer charities may focus on a condition or hospital, we support families irrespective of condition or location in the UK.

The 2019 – 2020 year was dominated by the Coronavirus pandemic with a natural effect on our core activities. The two caravans were closed, and we were unable to deliver the PGL activity weekends or the National Lottery funded family get-together event.

We were successful however in securing £1,000 funding from Persimmon Homes and £10,000 from the Coronavirus Community Support Fund to supply new Medic Alerts, subscription, and contribution to jewellery.

The year was committed to ensuring Heartline Families refurbished the two caravans (when practicable) and building on improving Governance of the Charity, through our Governance Trustee, Michelle King.

Financial review

As with the rest of the world, Covid proved challenging for us as we were not able to fundraise, nor were we able to rent the caravans for holidays. Therefore, our income was significantly depleted while fixed costs remained the same. While the loss of £25 914 would be very concerning, the exceptional events of 2020 are not anticipated to continue into future years.

Despite this, we have managed cash carefully and have ended the year in a strong position with slightly more cash on hand than we started the year. This was largely due to two donations received during the year which were deferred until 2021 as Covid prevented us from running the activities for which the money was received. The Board believes that this is a prudent approach in order to comply with the wishes of the donors.

Reserves policy

The Trustees' policy is to maintain a sufficient level of general reserves to enable the Charity to continue in normal existence for three months, followed by an orderly curtailment of activities over the following three months if necessary.

Heartline Families is a Charitable Incorporated Organisation registered with the Charity Commission No: 1153442. Registered address: 42 Moyle Close, Gillingham, Kent ME8 9RH.

At 31 October 2020. unrestricted funds amounted to £90,150 (2019: £124,064) which provides a strong base for the Charity to move forward with its future plans as set out above.

Structure, governance and management

Governing document

Heartline Families is registered as a Charitable Incorporated Organisation (CIO) under its constitution dated 15th July 2013.

Tax status

As a registered charity, number 1153442, Heartline Families is exempt from corporation tax and income tax on its charitable activities.

Trustees

The Board of Trustees who held office during the year were as follows:

| | |
|--------------------------------------|---|
| Claire Monaghan (From 8th July 2020) | Elizabeth Collins (From 25th August 2020) |
| Jane Reap (To 10th June 2020) | Kevin Ford |
| Michelle King | Natalie Persoglio |
| Nicola Garbutt | Olivia Kaluna (From 25th August 2020 to 6th October 2020) |
| Sarah Bateup (To 12th May 2020) | Simon Leonard (From 25th August 2020) |

Appointment of Trustees

The charity's constitution requires a minimum of three Trustees and are recruited where possible through open competition and elected to the Board through a formal vote.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

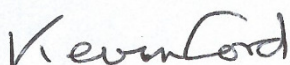
Trustees' responsibilities in relation to financial statements

The law applicable to Charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments' and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 10 September 2021 and signed on their behalf by:



Kevin Ford

Trustee



Elizabeth Collins

Trustee

Independent examiners report

I report on the accounts of Heartline Families for the year ended 31 October 2020, which are set out on pages 8 to 13.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

The Charity's trustees 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. The charity is preparing accruals accounts and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Management Accountants.

It is my responsibility to:

- a. Examine the accounts under section 145 of the Charities Act;
- b. Follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act;
- c. State whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

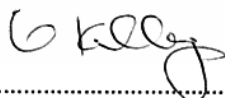
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the 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 view. The report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matter has come to my attention which gives me reasonable cause to believe that, in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Charities Act; or
- the accounts do not accord with the accounting records; or
- the accounts do not comply with the applicable accounting requirements of the Charities Act, 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.

No other matters have come to my attention that, in my opinion, require attention be drawn to enable a proper understanding of the accounts to be reached.



.....
VICTORIA KELLY, ACMA
17 Church Lane
London SW19 3PD

Dated 3 September 2021

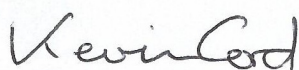
Statement of Financial Activities for the year ended 31st October 2020

| | Notes | Unrestricted | Restricted Fund | 2020 Total | 2019 Total |
|--|-------|--------------|-----------------|------------|------------|
| | | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | |
| Donations | 2 | 5,236 | 0 | 5,236 | 54,366 |
| Activities to further the Charity's objectives | 3 | 5,280 | 0 | 5,280 | 12,324 |
| Investment income | 4 | 202 | 0 | 202 | 237 |
| Total Incoming Resources | | 10,718 | 0 | 10,718 | 66,927 |
| RESOURCES EXPENDED | | | | | |
| Fund raising activities | 5 | 291 | 0 | 291 | 382 |
| Direct charitable expenditure | 6 | 30,040 | 0 | 30,040 | 31,048 |
| Governance costs | 7 | 6,301 | 0 | 6,301 | 6,773 |
| Total resources expended | | 36,632 | 0 | 36,632 | 38,203 |
| Net incoming resources before transfers | | -25,914 | 0 | -25,914 | 28,724 |
| Transfers between funds | | 0 | 0 | 0 | 0 |
| Total funds brought forward | | 120,064 | 0 | 120,064 | 91,340 |
| Total funds carried forward | | 94,150 | 0 | 94,150 | 120,064 |

Balance Sheet as at 31st October 2020

| | Note | 2020 £ | 2019 £ |
|---|------|---------------|----------------|
| ASSETS | | | |
| Tangible fixed assets | 9 | 18,022 | 21,970 |
| | | <u>18,022</u> | <u>21,970</u> |
| Current Assets | | | |
| Stock on hand | 10 | 0 | 0 |
| Debtors | 11 | 1,155 | 7,153 |
| Cash at bank & in hand | | 98,274 | 95,243 |
| | | <u>99,429</u> | <u>102,396</u> |
| Creditors: amounts falling due within one year | 12 | 23,301 | 4,302 |
| Net current assets | | <u>76,128</u> | <u>98,094</u> |
| Total net assets | | <u>94,150</u> | <u>120,064</u> |
| FUNDS | | | |
| Restricted funds | 13 | 0 | 0 |
| Unrestricted funds | | 94,150 | 120,064 |
| Total funds | | <u>94,150</u> | <u>120,064</u> |

Approved by the Committee on 10th September 2021 and signed on its behalf by:



Kevin Ford ...Chair

1 Principal accounting policies

a. Basis of preparation

The financial statements are prepared under the historical cost convention and in accordance with the 2008 Regulations and the Financial Reporting Standard for Smaller Entities (Revised 2005). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP 2000, Revised 2005) issued in March 2005.

b. Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of the incoming resources can be measured with sufficient reliability.

c. Investment income

Investment income is accounted for in the period in which the charity is entitled to receipt.

d. Donations

Donations and gifts are accounted for when receivable. The value of services provided by volunteers is not been included.

e. Resources expended

Expenditure is included on the accruals basis:

Fund raising costs are those attributable to raising income for the charity.

Governance costs comprise costs for the running of the charity itself as an organisation.

f. Governance costs

Governance costs include all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination of the charities financial statements together with an apportionment of overhead and support costs.

g. Tangible fixed assets and depreciation

Depreciation is provided on a straight line basis in order to write off the cost of the assets over their estimated useful lives at the following rates:

Straight line basis at varying rates between 9.5% and 33 1/3%

h. Fund structure

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are to be used for the specific purposes as laid down by the donor.

Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

2 Donations

| | Unrestricted | Restricted | 2020 Total | 2019 Total |
|-------------------|--------------|------------|---------------|---------------|
| | £ | £ | £ | £ |
| General donations | 5,236 | 0 | 5,236 | 54,366 |

3 Activities to further the charities objectives

| | | | Total | Total |
|-----------------------------|-------|---|-------|--------|
| | £ | £ | £ | £ |
| Books and publications etc. | 4,760 | 0 | 4,760 | 255 |
| Caravan | 520 | 0 | 520 | 12,069 |
| | 5,280 | 0 | 5,280 | 12,324 |

4 Investment income

| | £ | £ | £ | £ |
|-----------------------|-----|---|-----|-----|
| Bank deposit interest | 202 | 0 | 202 | 237 |

Stock

| | £ | £ | £ | £ |
|---------------|---|---|---|---|
| Closing stock | 0 | 0 | 0 | 0 |

5 Fundraising and publicity

| | £ | £ | £ | £ |
|-------------------|-----|---|-----|-----|
| Fundraising costs | 291 | 0 | 291 | 382 |
| | 291 | 0 | 291 | 382 |

6 Direct charitable expenditure

| | £ | £ | £ | £ |
|-------------------------|--------|---|--------|--------|
| Books, publications etc | 5,706 | 0 | 5,706 | 2,399 |
| Caravan | 13,066 | 0 | 13,066 | 9,796 |
| Marketing & fundraising | 595 | 0 | 595 | 801 |
| Newsletter costs | 3,532 | 0 | 3,532 | 3,278 |
| PGL & Wetsuits | 2,015 | 0 | 2,015 | 6,811 |
| Depreciation | 4,852 | 0 | 4,852 | 4,545 |
| Members Packs | 274 | 0 | 274 | 171 |
| Entertainment | 0 | 0 | 0 | 3,247 |
| | 30,040 | 0 | 30,040 | 31,048 |

7 Governance costs

| | 2020 | 2019 |
|------------------------------------|--------------|--------------|
| | £ | £ |
| Independent examiners fees | 850 | 1,050 |
| Professional fees | 683 | 765 |
| Travel costs | 692 | 1,105 |
| Insurance | 724 | 572 |
| Postage, stationery & office costs | 2,831 | 2,434 |
| Miscellaneous | 521 | 847 |
| | <u>6,301</u> | <u>6,773</u> |

8 Staff costs

There were no salaries paid to staff or to Trustees in the year.

9 Tangible fixed assets

| | Computer Equipment | Caravans | Total |
|-------------------------|--------------------|---------------|---------------|
| | £ | £ | £ |
| Cost | | | |
| As at 1st November 2019 | 1760 | 41,729 | 43,489 |
| Additions | 903 | 0 | 903 |
| Disposals | 0 | 0 | 0 |
| | <u>2,663</u> | <u>41,729</u> | <u>44,392</u> |
| Depreciation | | | |
| As at 1st November 2019 | 1663 | 19,856 | 21,519 |
| Charge for the year | 887 | 3,964 | 4,851 |
| Eliminated on disposals | 0 | 0 | 0 |
| | <u>2,550</u> | <u>23,820</u> | <u>26,370</u> |
| Net book values | | | |
| 31st October 2020 | <u>113</u> | <u>17,909</u> | <u>18,022</u> |
| 31st October 2019 | <u>97</u> | <u>21,873</u> | <u>21,970</u> |

Caravans are depreciated over 10 years and Computer equipment over 3 years.

10 Stock

| 2020 £ | 2019 £ |
|-----------|-----------|
| 0 | 0 |
| 0 | 0 |

Other

11 Debtors

| 2019 £ | 2019 £ |
|-----------|-----------|
| 1,155 | 1,614 |
| 0 | 5,539 |
| 1,155 | 7,153 |

Vat recoverable
Prepayments**12 Creditors**

| 2019 £ | 2019 £ |
|-----------|-----------|
| 2,501 | 3,452 |
| 19,950 | 0 |
| 850 | 850 |
| 23,301 | 4,302 |

Trade creditors
Deferred Income
Accruals & other creditors