



Annual Report 2020-2021

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

Legal and administrative information

Trustees

Elizabeth Collins

Kevin Ford

Michelle King

Simon Leonard

Alasdair Marshall (appointed 31 March 2021)

Natalie Persoglio

Kymm Galvin (resigned 11 October 2021)

Nicola Garbutt (resigned 11 October 2021)

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 2021. 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.

2020 – 2021 was another challenging year as we started to come out of the restrictions of the pandemic, but still struggled to operate at pre-pandemic levels. The caravans were closed for a large part of the year, and we were forced to postpone several events including the PGL activity weekends and the end of year family event at Butlins. We are currently planning to offer those activities in 2022.

In addition to the pandemic, we suffered a large flood in one caravan which meant it was closed for most of the period when the pandemic restrictions were lifted and should have been operational. However, we did recover the costs of the damage and some proceeds towards business interruption. This has ensured that we delivered a profit this year despite the restrictions.

We have however continued to support families online, provide support, supply families with The Heartline book, wetsuits and MedicAlert bracelets.

Although it has been another challenging year we are looking to the future and planning new and exciting projects to bring families together and start healing after the damage caused by the Covid restrictions.

We want to give particular thanks to Kevin Ford our Chair of Trustees who has guided us through the challenges of Covid and ensured the charities survival. Kevin has completed his term and steps down from the trustee board on the 1st November 2021.

Financial review

While we started to come out of the pandemic conditions our fundraising was significantly curtailed as were our activities. Our net operating loss of £4,133 before the items below would be concerning, had it not been for the flood in the caravan. After the insurance recovery of £12,535,

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

the charity reflected a healthy profit. Additionally, we also recovered bank charges of £4,267 because of bank overcharges many years ago. This successful recovery of funds was because of tenacious work by previous trustees and for this we thank them. This is a non-recurring event, but welcome in this challenging year.

As we emerge into 2022, we anticipate stronger fundraising, and we will work to reduce our administrative cost base to ensure that we can continue to deliver the objectives of the Charity. We have a strong cash position and will continue to manage it carefully into the new year and beyond to ensure the charity is able to continue delivering the aims of the organisation.

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.

At 31 October 2021 unrestricted funds amounted to £89 369 (2020: £90,150) 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:

Elizabeth Collins	Kevin Ford
Michelle King	Simon Leonard
Alasdair Marshall	Natalie Persoglio
Nicola Garbutt (Resigned 11 October 2021)	
Kymm Galvin (Resigned 11 October 2021)	

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 30th August 2022 and signed on their behalf by:

Michelle King

Trustee

Elizabeth Collins

Trustee

Independent Examiners Report

For the year ended 31 October 2021

I report on the accounts of Heartline Families for the year ended 31 October 2021, which are set out on pages 10 to 15,

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 accrued 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 (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 give 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

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with Section 130 of the Charities Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met.

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.

VICKY KELLY
17 Church Lane
Merton Park
SW19 3PD

Dated 31st August 2022

Statement of Financial Activities for the year ended 31st October 2021

	Notes	Unrestricted	Restricted Fund	2021 Total	2020 Total
		£	£	£	£
INCOMING RESOURCES					
Donations	2	8,850	13,450	22,300	5,236
Activities to further the Charity's objectives	3	8,519	0	8,519	5,280
Investment income	4	4,267	0	4,267	202
Total Incoming Resources		21,636	13,450	35,086	10,718
RESOURCES EXPENDED					
Fund raising activities	5	216	0	216	291
Direct charitable expenditure	6	30,035	0	30,035	30,040
Governance costs	7	4,701	0	4,701	6,301
Total resources expended		34,952	0	34,952	36,632
Net incoming resources before transfers		-13,316	13,450	134	-25,914
Insurance Claim		12,535	0	12,535	0
Total funds brought forward		90,150	4,000	94,150	120,064
Total funds carried forward		89,369	17,450	106,819	94,150

Balance Sheet as at 31st October 2021

	Note	2021 £	2020 £
ASSETS			
Tangible fixed assets	9	13,946	18,022
		<u>13,946</u>	<u>18,022</u>
Current Assets			
Stock on hand	10	0	0
Debtors	11	13,208	1,155
Cash at bank & in hand		101,781	98,274
		<u>114,989</u>	<u>99,429</u>
Creditors: amounts falling due within one year	12	22,116	23,301
Net current assets		<u>92,873</u>	<u>76,128</u>
Total net assets		<u>106,819</u>	<u>94,150</u>
FUNDS			
Restricted funds		17,450	4,000
Unrestricted funds		89,369	90,150
Total funds		<u>106,819</u>	<u>94,150</u>

Approved by the Committee on 31st August 2022 and signed on its behalf by:
Michelle King and Elizabeth Collins

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	2021 Total	2020 Total
		£	£	£	£
	General donations	8,850	13,450	22,300	5,236
3	Activities to further the charities objectives				
		£	£	Total £	Total £
	Books and publications etc.	810	0	810	4,760
	Caravan	7,709	0	7,709	520
		8,519	0	8,519	5,280
4	Investment income				
		£	£	£	£
	Bank deposit interest	4,267	0	4,267	202
	<u>Stock</u>				
		£	£	£	£
	Closing stock	0	0	0	0
5	Fundraising and publicity				
		£	£	£	£
	Fundraising costs	216	0	216	291
		216	0	216	291
6	Direct charitable expenditure				
		£	£	£	£
	Books, publications etc	4,145	0	4,145	5,706
	Caravan	11,715	0	11,715	13,066
	Marketing & fundraising	958	0	958	595
	Newsletter costs	3,609	0	3,609	3,532
	PGL & Wetsuits	5,176	0	5,176	2,015
	Depreciation	4,076	0	4,076	4,852
	Members Packs	355	0	355	274
	Entertainment	0	0	0	0
		30,035	0	30,035	30,040

7 Governance costs

	2021 £	2020 £
Independent examiners fees	0	850
Professional fees	711	683
Travel costs	243	692
Insurance	673	724
Postage, stationery & office costs	2,857	2,831
Miscellaneous	217	521
	<u>4,701</u>	<u>6,301</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 1 November 2020	2663	41,729	44,392
Additions	0	0	0
Disposals	0	0	0
	<u>2,663</u>	<u>41,729</u>	<u>44,392</u>
Depreciation			
As at 1 November 2020	2550	23,820	26,370
Charge for the year	112	3,964	4,076
Eliminated on disposals	0	0	0
	<u>2,662</u>	<u>27,784</u>	<u>30,446</u>
Net book values			
31 October 2021	<u>1</u>	<u>13,945</u>	<u>13,946</u>
31 October 2020	<u>113</u>	<u>17,909</u>	<u>18,022</u>

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

10 Stock

2021	2020
£	£
0	0
0	0

Other

11 Debtors

2021	2020
£	£
2,075	1,155
11,133	0
13,208	1,155

Vat recoverable

Prepayments

12 Creditors

2021	2020
£	£
10,551	2,501
11,565	19,950
0	850
22,116	23,301

Trade creditors

Deferred Income

Accruals & other creditors