

Charity Registration No. 1156595

THE HUMMINGBIRD CENTRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022

THE HUMMINGBIRD CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr Paul Harris Mrs Mechelle Harris Mrs Lynn Pratt Mr Alan Wastie Dr Robin Fox Mr Steven Neasham Ms Renee Booth
Charity number	1156595
Principal address	Grange Courtyard Station Road Launton Bicester Oxon OX26 5DX
Independent examiner	Whitley Stimpson Limited Claremont House 1 Market Square Bicester Oxon OX26 6AA

THE HUMMINGBIRD CENTRE

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THE HUMMINGBIRD CENTRE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JANUARY 2022

The trustees present their report and financial statements for the year ended 31 January 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and "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 2015)"

Objectives and activities

As stated in our constitution, our objectives are "To relieve the mental and physical sickness of persons resident in the area of Bicester diagnosed with a form of cancer by the provision of counselling and support for such persons and their families".

Finding out you have cancer is frightening, overwhelming and life changing. Nobody should feel alone. The increasing population in Bicester and the surrounding villages means a local centre supporting those affected by cancer is more important than ever.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding which activities the charity should undertake and in planning our activities for the year, we have kept in mind the Charity Commission's guidance on public benefit.

Now in its eighth year, The Hummingbird Centre has continued to offer support, complementary therapy, counselling services, and friendship to people affected by cancer in the Bicester and surrounding areas. The initial range of activities provided when we opened in 2014 continue to be well-received and welcomed by our guests. Providing these core activities has remained our focus, but we have also looked to add new ones in response to guest feedback and with the availability additional services.

Fundamentally, The Hummingbird Centre's focus is unchanged: to create a place to meet, get information, be pampered and have fun; a place in which to relax, escape daily life pressures, and have the opportunity to talk to others – providing practical and emotional support.

We have an inclusive equality and diversity policy – welcoming all people, regardless of background, race, faith, gender or personal circumstances.

Throughout the previous year, the Bicester community and wider areas, have continued providing valuable support, encouragement, and inspiration. We feel very much part of the local community. Support has come via many ways: financial donations and fundraising, encouraging those affected by cancer to visit us, providing equipment and services to enable an increasing range of activities and interests to be catered for. We would like to thank everyone who has supported us.

Our team of volunteers make a huge contribution. We are very grateful to them for the many hours spent listening and supporting our guests, for their enthusiasm and passion in promoting the centre, and their support with the various fund-raising activities. Without this valuable contribution of time, energy, and expertise – we would not have been able to achieve so much.

We believe The Hummingbird Centre is well established in the local community, Oxfordshire and in the adjacent counties of Buckinghamshire and Berkshire. We continue to raise awareness of the available help for those affected by cancer and, most importantly, have provided a valuable support service to an increasing number of guests during the year.

THE HUMMINGBIRD CENTRE

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

Achievements and performance

As in previous years' reports, it is very evident there is a strong demand from the local community and further afield for the support services we were providing. We have seen a continual increase in the number of guests attending and contacting The Hummingbird Centre.

We continue to offer our services to a wide range of guests. This can only be achieved through the support of our volunteers. Our volunteer team over the recent few years has decreased to 55 due to the impact of the COVID-19 pandemic.

To meet demand following the pandemic, for example the back log of cancer diagnosis, we have had to increase the number of our counsellors, this has grown to a team of 30, all of whom bring an array of counselling skills to The Hummingbird Centre. We do take on trainee counsellor placements which enables the individuals to grow in confidence and gain the skills of the role.

August 2021 saw a change in the way The Hummingbird Centre supported those affected by cancer and living with cancer due to the COVID-19 Pandemic. Whilst adhering to the government guidelines, we re-opened The Hummingbird Centre for one day a week (Tuesday) from 10.00 to 4.00, guests and volunteers still had to take a Lateral Flow test prior to attending, be vaccinated, fill out or Track & Trace as well as a disclaimer. When we first re-opened, our guests had to book themselves in advising us which buildings they wanted to be in, this enabled us to maintain robust records.

When guests and volunteers attended the centre they still had the choice of wearing masks/visors as well as being socially distanced. This provided comfort and reassurance. Over time, our guests and team felt safe to not wear their masks/visors with guests commenting that they felt safe being at The Hummingbird Centre because we had not dropped our standard around COVID-19.

We consider the re-opening of the centre as a significant highlight in the year. This provided a much needed boost for those who use The Hummingbird Centre.

We are supporting children and adults with our Equilore Horse Therapy, a service that has continued to provide valuable support for our guests. We will continue to offer this service and seek to develop our range of children's services going forward.

The Holistic Building offers an array of Holistic Treatments including Lymphatic Drainage, Reiki, Reflexology, Light Massage etc.

In recent years the counselling team adapted to offer support via telephone & video conferencing. As the pandemic restrictions have lifted we have been able to re-introduce more face to face appointments. The demand for the Counselling service is increasing, and being able to offer these appointments back at The Hummingbird Centre not only benefits our guests, as they can use more of the support we provide, it also enables the counsellor volunteers to re-integrate with the team.

The Board of Trustees are extremely grateful to all of our volunteers for their time, dedication, energy and commitment they provide for, and to, our guests.

We recognise that the wider Bicester community have had and adapt and manage themselves through the pandemic, we remain very grateful for the continued support of The Hummingbird Centre.

The trustee board meets monthly. There is a good balance of skills and experience, a feature that is considered important to ensure we drive The Hummingbird Centre forward and to enable the key stakeholders of the charity to be represented at trustee level.

We are always humbled by the many positive endorsements from those that have continued to be supported by The Hummingbird Centre during a very challenging and changing time. It is clear that the support that is provided has been valued by our guests and it is always encouraging to receive the positive feedback.

THE HUMMINGBIRD CENTRE

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

Financial review

Our source of funds has come from private and corporate donations, fundraising activities, and grants. The majority of the income is applied to the running costs and promotion of the centre, maintaining the premises, overheads and equipment.

Whilst income levels have not recovered to pre-pandemic levels, it is encouraging to report increased income compared to previous year. A large proportion of our expenditure is related to premises costs, we have commitments in respect of the three premises and we ensured these commitments were met. The trustees would like to acknowledge and thank our landlords who supported our proposal to a reduced rent level for an agreed period to enable us to manage our expenditure levels. We continued to review our expenditure critically to ensure costs were minimised where appropriate and priority was given to expenditure that enabled our services to our guests to be continued.

Our historic policy to maintain unrestricted reserves at a level equivalent to twelve months expenditure has enabled us to adapt to the changing operational environment, with much reduced opportunities to generate income and still continue to support our guests and meet our commitments.

Our main expenditure is connected to our premises on items such as rent, insurances, utilities, and general maintenance. We have provided a range of guests events, as previously reported, including counselling and equine therapy. These costs are covered by The Hummingbird Centre.

Income is from a variety of sources, including, corporate, private and online donations, grants, gift aid and a range of fund-raising events. With the exception of private donations, all sources of income were higher than in our previous year.

Our income was £70,869 which is £14,453 higher than our previous year. It exceeded our expenditure by £92. The expenditure in the period was £70,777, a reduction of £8,792 compared with the previous year. This has resulted in an increase in our reserves to £110,754.

£25,545 of these reserves are restricted funds. £85,209 are unrestricted funds. These funds are held in order to meet future expenditure.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to twelve months expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. Despite the challenges faced due to the COVID-19 Pandemic, this level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to major risks.

THE HUMMINGBIRD CENTRE

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

Plans for the future

The Hummingbird Centre going forward needs to adapt and change our services to meet the changing demands of those who attend.

Prior to the COVID-19 Pandemic the typical guest age was 55 and above. We are now seeing a much younger age demographic. Our duty of care to those who attend our premises will never change. What we have had to do is consider the way in which we offer our services. The idea of dropping in for a coffee and a chat is not now always the case, we have realised from talking to our guests and observing the change in ages, more come for the actual workshops, appointments for Counselling and Complementary Therapies, whilst they may stay for refreshments, there is a lower need for the social aspect.

Our Activities Barn team have commented that those who attend now feel the activities enable them to open up more and speak more about their journeys with the distraction of an activity or the activity will provoke conversation.

Those who are attending are far younger, and angry that their diagnosis is further than it should have been, by doing the activity it has enabled them to open up about their anger and fears.

We will continue to bring back the counselling team into the premises and develop more regular face to face training for our volunteers. We also plan to increase the days the centre is open, including a specific day for new guests only, a day for sound therapy and one for a range of wellness services. We also seek to offer interesting and informative events that are attractive to all genders and ages. These plans very much will depend on the availability of volunteers.

Our future development will always be driven by the guests who attend the centre. We continue to encourage and seek feedback from them and the provision of services and activities will be in response to their suggestions.

It is important to maintain the profile of The Hummingbird Centre within the local community and further afield. This is a continual process and we will actively seek to raise awareness, attend presentations and events when the opportunities arise, and seek to bring those who need supporting together not just within Bicester but Oxfordshire, Berkshire, and Buckinghamshire. It is really important for those who need our support regardless of where they live if they can get to us we will offer our support from age 7 upwards.

We are also well aware that our needs will out-grow the current premises. It has always been an ambition of the trustees for The Hummingbird Centre to own its own premises and we will continue to seek any appropriate opportunities to support that goal. This will enable us to offer an even wider range of services which in turn will generate income for the continued prosperity of The Hummingbird Centre.

We are cognisant that in the short term income opportunities may continue to be challenging and we will need to continue to monitor expenditure closely.

We wish to further develop the already good links with the medical professionals in Bicester, Oxfordshire, Buckinghamshire and Berkshire, we need to continue to give them confidence to recommend people affected by cancer to The Hummingbird Centre.

Structure, governance and management

The charity was established as a Charitable Incorporated Organisation (CIO) on 22 January 2014.

The trustees who served during the year were:

Mr Paul Harris

Mrs Mechelle Harris

Mrs Lynn Pratt

Mr Alan Wastie

Dr Robin Fox

Mr Steven Neasham

Ms Renee Booth

The trustees' report was approved by the Board of Trustees.

THE HUMMINGBIRD CENTRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2022



.....
Mr Steven Neasham

Trustee

Dated: 12th July 2022

THE HUMMINGBIRD CENTRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE HUMMINGBIRD CENTRE

I report to the trustees on my examination of the financial statements of The Hummingbird Centre (the charity) for the year ended 31 January 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.



Mr J Walton FCA
Whitley Stimpson Limited
Claremont House
1 Market Square
Bicester
Oxon
OX26 6AA

Dated: 12th July 2022

THE HUMMINGBIRD CENTRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 JANUARY 2022

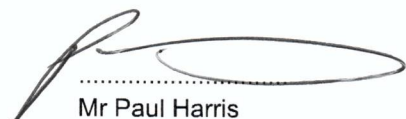
		Unrestricted 2022	Restricted funds	Total 2022	Total 2021
	Notes	£	£	£	£
<u>Income</u>					
Donations and fundraising	2	40,827	-	40,827	36,078
Grants received	3	10,033	20,000	30,033	20,200
Investments	4	9	-	9	138
Total income		<u>50,869</u>	<u>20,000</u>	<u>70,869</u>	<u>56,416</u>
<u>Expenditure on:</u>					
Charitable activities	5	55,674	8,710	64,384	79,116
Other	8	6,393	-	6,393	453
Total resources expended		<u>62,067</u>	<u>8,710</u>	<u>70,777</u>	<u>79,569</u>
Net (expenditure)/income for the year/ Net movement in funds		(11,198)	11,290	92	(23,153)
Fund balances at 1 February 2021		<u>96,407</u>	<u>14,255</u>	<u>110,662</u>	<u>133,815</u>
Fund balances at 31 January 2022		<u><u>85,209</u></u>	<u><u>25,545</u></u>	<u><u>110,754</u></u>	<u><u>110,662</u></u>

THE HUMMINGBIRD CENTRE

STATEMENT OF FINANCIAL POSITION AS AT 31 JANUARY 2022

	Notes	2022 £	£	2021 £	£
Current assets					
Cash at bank and in hand		110,754		110,662	
Net current assets			110,754		110,662
Income funds					
Restricted funds	9		25,545		14,255
Unrestricted funds			85,209		96,407
			110,754		110,662

The financial statements were approved by the Trustees on 12TH July 2022 and are signed on its behalf by:



Mr Paul Harris
Trustee



Mr Steven Neasham
Trustee

THE HUMMINGBIRD CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2022

1 Accounting policies

Company information

The Hummingbird Centre is a Charitable Incorporated Organisation (CIO).

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.3 Incoming resources

Income is included in the financial statements as it is received.

1.4 Resources expended

Expenses are included in the financial statements as they are paid.

Expenses include VAT where applicable as the charity cannot reclaim it.

1.5 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

2 Donations and fundraising

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Legacies	-	5,062
Donations and gifts	38,175	29,680
Fundraising	2,652	1,336
	<u>40,827</u>	<u>36,078</u>

THE HUMMINGBIRD CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

2 Donations and fundraising

(Continued)

Donations and gifts

Private donations	5,952	9,160
Gift aid	2,714	1,764
Corporate donations	13,044	11,492
Online donations	14,320	4,581
Collection boxes	2,036	2,420
Cash donations	109	263
	<u>38,175</u>	<u>29,680</u>

3 Grants received

	2022 £	2021 £
Grants received	<u>30,033</u>	<u>20,200</u>
Analysis by fund		
Unrestricted funds	10,033	
Restricted funds	<u>20,000</u>	
	<u>30,033</u>	
For the year ended 31 January 2021		
Unrestricted funds		<u>20,200</u>

4 Investments

	Unrestricted funds	Unrestricted funds
	2022 £	2021 £
Interest receivable	<u>9</u>	<u>138</u>

THE HUMMINGBIRD CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

5 Charitable activities

	Unrestricted Funds Expenditure 2022 £	Restricted Funds Expenditure 2022 £	Total 2022 £	Unrestricted Funds Expenditure 2021 £	Restricted Funds Expenditure 2021 £	Total 2021 £
Rent	30,481	-	30,481	44,723	-	44,723
Utilities	3,345	-	3,345	6,095	-	6,095
Insurance	1,795	-	1,795	1,818	-	1,818
Advertising, marketing and printing	1,321	-	1,321	2,255	-	2,255
Repairs and maintenance	1,004	-	1,004	2,412	-	2,412
Postage and office supplies	1,531	-	1,531	2,453	-	2,453
Telephone	1,599	-	1,599	1,629	-	1,629
Licences	336	-	336	329	-	329
Training and development	10,372	710	11,082	7,002	-	7,002
Consumables	1,507	-	1,507	3,412	-	3,412
Fundraising event costs	-	-	-	295	-	295
Volunteer expenses	1,167	-	1,167	864	-	864
Guest events	-	8,000	8,000	1,985	2,745	4,730
Professional fees	720	-	720	720	-	720
Other charitable expenditure	496	-	496	379	-	379
	<u>55,674</u>	<u>8,710</u>	<u>64,384</u>	<u>76,371</u>	<u>2,745</u>	<u>79,116</u>
	<u>55,674</u>	<u>8,710</u>	<u>64,384</u>	<u>76,371</u>	<u>2,745</u>	<u>79,116</u>
Analysis by fund						
Unrestricted funds	55,674	-	55,674	76,371	-	76,371
Restricted funds	-	8,710	8,710	-	2,745	2,745
	<u>55,674</u>	<u>8,710</u>	<u>64,384</u>	<u>76,371</u>	<u>2,745</u>	<u>79,116</u>

Charitable activities includes £720 (2021: £720) of professional fees paid to the accountants for independent examination fees.

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year (2021: £nil). Traveling expenses of £821 were reimbursed to one trustee (2021: £nil).

THE HUMMINGBIRD CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

7 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Total	-	-

8 Other

	2022 £	2021 £
Equipment purchases	6,393	453
	6,393	453
Analysis by fund		
Unrestricted funds	6,393	453
Restricted funds	-	-
	6,393	453

9 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 February 2021	Incoming resources	Resources expended	Balance at 31 January 2022
	£	£	£	£
Equine Therapy	14,255	-	(8,100)	6,155
Administration	-	20,000	(610)	19,390
	14,255	20,000	(8,710)	25,545

Grant - Equine Therapy

Money for the provision of Equine therapy for children and adults within Oxfordshire, Berkshire and Buckinghamshire.

Grant - Administration

Money to assist with the administration expenses of The Hummingbird Centre.

THE HUMMINGBIRD CENTRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

10 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 January 2022 are represented by:						
Current assets/(liabilities)	85,209	25,545	110,754	96,407	14,255	110,662
	<u>85,209</u>	<u>25,545</u>	<u>110,754</u>	<u>96,407</u>	<u>14,255</u>	<u>110,662</u>

11 Related party transactions

During the year there were no related party transactions (2021 - £nil).