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## **Annual Report 2022-23**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

Charity Name: HiVitality

Charity Number: 1160307

For the Financial Year 1 April 2022 to 31 March 2023

Charity's Official Address As above

#### **Description of the Charity**

Governing Document: A Charitable Incorporated Organisation (CIO) governed by constitution of 24/12/2014

#### **Objects of the Charity :**

- a) For the public benefit, the relief of physical, mental or financial distress or hardship caused by HIV or HIV-related conditions amongst those affected by such condition and in the particular, although not to limit the foregoing, amongst those living with a positive HIV diagnosis in the UK by providing support services.
- b) The advancement of public education in all matters which are related to or believed to be related to living with a positive HIV diagnosis.

Professional Advisors: Lloyds (Bankers)  
Mr Peter Sherlock (Independent Examiner)

#### **Trustees**

The following people have acted as trustees for the whole this period unless otherwise noted. Trustees were elected by the membership as defined by our governing document. Officers of the charity over the period covered are also noted.

**Kevin Baseley** – Co-opted as trustee and treasurer 29th January 2023

**Tremaine Cornish** - Chair

**Andy Hilton** – Treasurer until 29th January 2023 then secretary from 8th February

**Nick Maxwell**

**Winifred Nsaja** – Secretary, resigned 8th February 2023

**Kevin Snell**

**Julie Willis**

## **Chair's report**

Unusually in the past financial year we have had five retreats. Our Spring retreat took place early in April 2022 rather than the usual March. This was our annual dog friendly gathering. We were delighted to have a full house.

June saw us in Derbyshire with the majority of attendees partaking in the outdoor activities which was financially supported by a grant from Outdoors For All and provided by Lost Earth Adventures. This was generally seen as a great success and should be repeated. There were however some serious concerns regarding the use and release of photographs of some attendees which potentially may have breached their confidentiality without their explicit consent. Measures were put in place to strengthen our confidentiality & respect policies and attendees' agreement to the same.

September 22 marked our 30<sup>th</sup> anniversary as a charity and the 80<sup>th</sup> birthday of one of our long-standing members, who along with another in attendance was granted a Fellowship of HiVitality for all their work in the past for the charity. Two sessions of Tai Chi were held though few attended, and the instructor spent too much time not doing Tai Chi. The AGM was held during the retreat without issue.

The winter retreat saw us again at Shallowford House and in the capable hands of Kevin as the Duty Manager. Our spring retreat was held in March 2023, which what has become the norm, was very well attended, and again proceeded without major issues.

Each of the retreats of late have been booked up very quickly as we continue to attract a broad & representative cross section of the adult HIV+ community in the UK. Something that I am particularly delighted with.

As we are about to commence our third retreat in 2023-24, HiVitality is still seen as a vital & valuable service by a significant section of the HIV+ Community.

Tremaine Cornish, Chair

## **Treasurer's report**

Filed separately

### **Independent Examiner's Report on the Accounts**

Report to the Trustees of HiVitality

Registered Charity 1160307

On the Accounts for the Year ending 31<sup>st</sup> March 2023

#### **Respective Responsibilities of 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 43(2) of the Charities Act 1993 (the Act) and that an Independent Examiner is needed.

It is my responsibility to:

- Examine the accounts (under section 43(3)(a) of the Act)
- Follow the procedure laid down in the general Directions given by the Charities Commission (under section 43(7)(b) of the Act); and
- State whether particular matters have come to my attention.

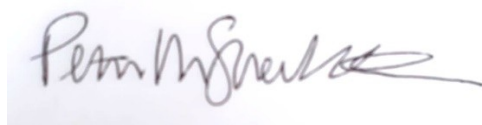
#### **Basis for Independent Examiner's statement**

I carried out the examination of the accounts with General Directions given by the Charities Commissioners, including a review of the accounting records kept by the charity and comparing them with those records, including a consideration of any unusual items or disclosures in the said accounts and seeking explanation from the trustees on such matters. Those procedures do not provide all the evidence that would be required in an audit and in consequence I do not declare an audit opinion on the said accounts.

#### **Independent Examiner's Statement**

Regarding my examination, nothing has come to my attention which:

1. Gives reasonable cause to believe that there in any material respect the requirements:
  - a. To keep accounting records in accordance with section 41 of the 1993 Act; and
  - b. To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
2. To which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



Peter Sherlock – June 2023  
24 Alfred Road, Oxton, Wirral, CH43 4TX

## **Treasurers Report, HiVitality, Fiscal year ending 31 March 2023**

1. The accounts of HiVitality for 2022/23 have been prepared on an accruals basis and the prior 5 years accounts have been restated in this fashion. The main visible change is the recording of pre-payments in assets on the balance sheet for deposits & expenses relating to future retreats and deferred income being from grants awarded for specific future retreats.
2. At 31 March 2023 HiVitality bank balance was £14,937.86 an outflow of £13,609.23 on the prior year end.
3. On a like for like basis income was £32,619 for the year, an increase of £5,395 on the prior year. Income was divided into £16k from grants, £7k from retreat fees, £7k from donations, £1k from Karadoo and £1.3k of other income.
4. Expenditure increased by £12,620 from the prior year to a total of £38,190. This led to an operating deficit for the year of (£5,571). Expenditure was broken down as £31k for accommodation, £2k for facilitator & therapy, £4k for members travel and just over £1k of other expenses
5. The balance sheet assets beyond the bank total include prepayments of deposits to Shallowford House for retreats through 2023 & 2024 totalling £3,125 see Note 2 to the accounts
6. Balance sheet liabilities include Deferred Income of £7,540 being the VIIV23 Grant reserved for VIIV23 retreat see Note 3 to the accounts
7. Cashflow forecast for the following 12 months shows receipt of Post Code Lottery Grant of £25,000 in May and a JLCT grant of £7,630 to pay for the Scottish Retreat in July. Expenditure forecast includes retreats for May, July, August, December & March. Cash remains positive throughout with a balance of just under £19k forecast at end of the fiscal year 2023/24.

Treasurers report prepared by

Kevin Bazeley ACMA CGMA  
[treasurer@hivitality.org.uk](mailto:treasurer@hivitality.org.uk)

Signed:



Dated:

26 April 2023

# Income Statements

For the years 2017/2018 to 2022/2023



	Current Yr 2022/2023	2021/2022	2020/2021	2019/2020	2018/2019	2017/2018
	£	£	£	£	£	£
<b>Income</b>						
Grants	16,328	10,800	500	10,725	9,960	5,000
Retreat Fees	7,175	6,211	300		1,032	1,675
Donations	6,768	9,155	81	8,531	7,468	7,820
Karadoo	942	425	197	183	505	2,831
Amazon Smile	99	84	49	30	37	-
Interest Received	-	-	-	-		-
Other Income	1,307	549	30	145	165	-
<b>Total income</b>	<b>32,619</b>	<b>27,224</b>	<b>1,157</b>	<b>19,614</b>	<b>19,167</b>	<b>17,326</b>
<b>Expenditure</b>						
Accommodation	(30,769)	(19,935)	-	(13,848)	(14,938)	(12,527)
Facilitators & Therapists Expenses	(2,333)	(2,288)	-	(1,476)	(2,297)	(3,489)
Members' Travel	(4,123)	(2,733)	-	(1,411)	(1,996)	(2,143)
Trustee costs	(209)	-	(60)	(40)	(150)	(354)
website	-	(132)	(72)	(144)	(27)	
Admin	(64)	(136)	(55)		(76)	(170)
Phone	(60)	(55)	(69)			(45)
Subscriptions	-	-	-	(304)	(109)	(108)
Fund Raising Materials	(180)	-	(35)			(188)
Professional Fees	-	-	-	(64)	(443)	(190)
Sundry	(452)	(291)	-	(169)	(40)	1,380
<b>Total Expenses</b>	<b>(38,190)</b>	<b>(25,570)</b>	<b>(291)</b>	<b>(17,456)</b>	<b>(20,077)</b>	<b>(17,834)</b>
<b>Surplus / (Deficit)</b>	<b>(5,571)</b>	<b>1,654</b>	<b>865</b>	<b>2,158</b>	<b>(910)</b>	<b>(508)</b>

# Balance Sheet

## 2022/2023



	Note	2022/2023	2021/2022	2020/2021	2019/2020	2018/2019	2017/2018
Cash at bank		14,938	28,547	23,241	13,575	11,418	12,328
Prepayments	2	3,125	3,375	500	0	0	0
<b>Total Assets</b>		<b>18,063</b>	<b>31,922</b>	<b>23,741</b>	<b>13,575</b>	<b>11,418</b>	<b>12,328</b>
Deferred Income		(7,540)	(15,828)	(9,300)	-	-	-
Creditor	3	-	-	-	-	-	-
<b>Total Liabilities</b>		<b>(7,540)</b>	<b>(15,828)</b>	<b>(9,300)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Assets / (Liabilities)</b>		<b>10,523</b>	<b>16,094</b>	<b>14,441</b>	<b>13,575</b>	<b>11,418</b>	<b>12,328</b>
<b>Reserves</b>							
Yr End Balance Prior Year		16,094	14,441	13,575	11,418	12,328	12,836
General fund surplus for the year		(5,571)	1,654	865	2,158	-910	-508
<b>Closing Balance</b>		<b>10,523</b>	<b>16,094</b>	<b>14,441</b>	<b>13,575</b>	<b>11,418</b>	<b>12,328</b>
		-	-	-	-	-	-

## Cashflow Forecast

for next 12



	03/2023	04/2023	05/2023	06/2023	07/2023	08/2023	09/2023	10/2023	11/2023	12/2023	01/2024	02/2024	03/2024
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>Cash In</b>													
Grants		25,000	7,630										
Retreat Fees	1,275												
Donations						500				1,000			
Karadoo													
Amazon Smile													
Interest Received													
Other Income		80				120							
<b>Total Cash In</b>	<b>1,275</b>	<b>25,080</b>	<b>7,630</b>	<b>-</b>	<b>620</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash Out</b>													
Accommodation		(4,388)		(5,320)	(7,000)					(4,500)			(5,000)
Facilitators & Therapists Expenses													
Members' Travel		(1,000)		(1,460)	(1,000)					(1,000)			(1,000)
Trustee costs													
website													
Admin													
Phone													
Subscriptions													
Fund Raising Materials													
Professional Fees													
Sundry													
<b>Total Cash Out</b>	<b>-</b>	<b>(5,388)</b>	<b>-</b>	<b>(6,780)</b>	<b>(8,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(5,500)</b>	<b>-</b>	<b>-</b>	<b>(6,000)</b>
<b>Net Cash Movement</b>	<b>1,275</b>	<b>19,692</b>	<b>7,630</b>	<b>(6,780)</b>	<b>(7,380)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(4,500)</b>	<b>-</b>	<b>-</b>	<b>(6,000)</b>
<b>Cash Balance</b>	<b>14,938</b>	<b>16,213</b>	<b>35,905</b>	<b>43,535</b>	<b>36,755</b>	<b>29,375</b>	<b>29,375</b>	<b>29,375</b>	<b>29,375</b>	<b>24,875</b>	<b>24,875</b>	<b>24,875</b>	<b>18,875</b>

Net Income Expenditure by Event/Grant

Row Labels	Sum of Current
(blank)	-£12,806.23
APR22	-£2,468.00
JUN22	£2,300.00
SEP22	£5,653.00
YPL22	£1,750.00
<b>Grand Total</b>	<b>-£5,571.23</b>



Prepayment or deferred income (All)

Row Labels	Sum of Prepayment	
(blank)	£	-
APR22	£	-
JUN22	£	-
SEP22	£	-
YPL22	£	-
Shallowford May 23	£	625.00
Shallowford Mar 24	£	625.00
Shallowford Jun 24	£	625.00
Shallowford Sep 24	£	625.00
Shallowford Dec 24	£	625.00
VIIV23	£	-
<b>Total</b>	<b>£</b>	<b>3,125.00</b>

Prepayment or deferred income	Deferred Income
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Row Labels	Sum of Deferred Income
VIIV23	(7,540.00)
Grand Total	(7,540.00)



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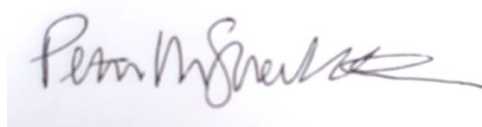
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