

THE HARLEY JAE TRUST

England & Wales · Charity number 1160377

Details

Status Registered

Legal form CIO

Registered 2015-02-09

Register [View on the Charity Commission register](#)

Contact

Address The Harley Jae Trust
Unit 5 Riverbank Business Park
Old Grantham Road
Whatton
Nottingham
NG13 9FX

Phone 0115 6666368

Email info@theharleyjaetrust.org

Website www.theharleyjaetrust.org

Activities

Objects: THE PURPOSE OF THE HARLEY JAE TRUST IS TO OPERATE A CHARITY WHICH WILL OFFER SUPPORT AND RELIEF TO CHILDREN (PEOPLE UNDER THE AGE OF 18) AND THEIR FAMILIES, WHO ARE SUFFERING FROM A LIFE LIMITING OR LIFE CHANGING CONDITION. THE HARLEY JAE TRUST WILL PROVIDE THIS SUPPORT TO CHILDREN WHO HAVE BEEN ADMITTED INTO NOTTINGHAM'S PCCU, THE QUEENS MEDICAL CENTRE, NOTTINGHAM UNIVERSITY HOSPITALS.

Activities: Our mission is to improve the quality of lives of children who suffer from ill health due to a life limiting conditions or life changing condition. We provide equipment and resources that will improve their physical health, wellbeing and quality of life. We also provide support services to the parent/carers to help maintain good mental health, resulting in the best quality of care for their child.

Classification

- **How:** Makes Grants To Individuals, Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Children/young People, Other Defined Groups

Geography

- Nottingham City
- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£57,237	£52,520	-	-
2024-03-31	£47,818	£55,449	-	-
2023-03-31	£23,242	£23,834	-	-
2022-03-31	£57,971	£51,983	-	-
2021-03-31	£27,754	£30,482	-	-

Trustees

Name	Role	Appointed
JOSEPH RAFTER	Chair	2015-02-09
JEMMA CHRISTIAN		2015-03-31
Jason Bailey		2015-04-01
Thomas Holmes		2019-01-06
adam cavell		2018-01-01

THE HARLEY JAE TRUST

England & Wales - Charity number 1160377

Accounts



**The
Harley Jae
Trust**

Annual report and financial statements

1 April 2023 - 31 March 2024

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Our reference and administrative information

The Trustees of The Harley Jae Trust present their report and financial statements for the year ended 31 March 2024.

Charity name	The Harley Jae Trust	The Harley Jae Trust is for the public benefit, to contribute to the relief of children in Nottinghamshire, up to the age of 18 who are in need through the suffering of ill health by reason of a life limiting or life changing condition.
Charity registration No.	1160377	
Registered office	Unit 5 Riverbank Business Park Whatton Nottinghamshire NG13 9FX	
Board of Trustees	Joseph Rafter – Chairman Jemma Christian Jason Bailey Adam Cavell Thomas Holmes	February 2015 - current March 2015 - current April 2015 - current January 2018 - current January 2019 - current
Secretary and lead volunteer	Anna Tomlinson	November 2022 - current
Volunteer	Nikki Williams	January 2024 - current
Advisory Committee	Adelle Frost Carole Taylor	Long Term Ventilation Nurse Specialist Health Play Specialist Paediatric Critical Care/LTV
Policy Committee	Joseph Rafter	Chair
Independent examiner	UHY Hacker Young 14 Park Row Nottingham NG1 6GR	
Bankers	Barclays Bank plc High Street Nottingham	

Structure, governance, and management of the trust

The Harley Jae Trust is a CIO – Foundation Registered 09 Feb 2015.

Trustees (Directors) take overall financial and strategic planning responsibility. The operational management is carried out by our CEO. A yearly development plan is developed by Trustees and CEO.

As we grow as an organisation, we understand every project needs a clear leadership to ensure success. We will ensure establishment of policies and continuous monitoring of proper implementation is in place as we develop as a Non-profit Organization. We will balance the powers of the members (with associated accountability), and their primary duty of enhancing the prosperity and viability of our organisation. We will establish Steering Committees to allow us to deliver projects to their full potential.

Employees and volunteers

The charity does not currently have any paid employees or volunteers outside of the trustee board.

Risk and Uncertainties

The Trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Objectives, activities and aims

The Harley Jae Trust's objectives are to improve the lives of children in Nottinghamshire, up to the age of 18 who are living with a life limiting or life changing condition.

Our promise

The Harley Jae Trust has a promise to support the advancement of health, save the lives and improve the care for children living with life limiting and life changing conditions as well as their families.

Our vision

Our vision is to improve the quality of lives of children who suffer from ill health due to life limiting conditions by providing vital health related equipment or other items that improve the livelihood or emotional wellbeing of the child and thro families.

We want them to thrive not just survive and will research the need and improve our services to do so.

Our aims

- To provide equipment that aids or releives the symptoms of children that suffer with ill health due to a life limiting or life changing condition.
- To provide equipment and support to medical units that enables them to provide high quality care for children with life limiting and life changing conditions.
- To raise awareness of life limiting conditions that affect children through promoting community involvement in fundraising initiatives.

Our Core Values

At The Harley Jae Trust, we believe in the following core values:

- To reduce the length of stays in hospital of children living with life limiting and life changing conditions.
- To transform and improve the lives of children with life-limiting and life-changing conditions.
- To provide services to improve the wellbeing of children with life-limiting and life-changing conditions and their families.
- To research and keep up to date with the services that are available and that are required for children living with life-limiting conditions and their families.
- To raise awareness of life limiting and life-changing conditions that affect children.

How we achieve our core values

- Provide vital equipment that is required to enable a child's discharge and cannot be funded by any other means.
- Provide resources that enhance the health and emotional wellbeing of children with life-limiting and life-changing conditions.
- Support advancing the care skills of parent/carers and staff working with these children to ensure the best quality of care is received.
- Form relationships with paediatric medical units, in particularly but not exclusive by High Dependency Units and Paediatric Intensive Care Units, Community Nursing Teams, specialised schools, Children's Charities and Children's Hospices.
- Raise public awareness of life-limiting and life-changing conditions that affect children.

What we do to ensure we can deliver

- Raise funds through supporting and forming fundraising events.
- Approach and welcome but not exclusive to, Individual, Private and Corporate sponsorship and fundraising.
- Apply for funding bids to trusts and foundations that share our values.
- Identify and administer for growth to fulfil the need for our services.
- Identify families who require additional support with caring for their child which have resulted as part of their life limiting condition and working directly with them.
- Form relationships to create strong and trusted delivery in our services.

Trustees have had regard to the Charity Commission's guidance on public benefit, and believe that the above activities are in accordance with that guidance.

Our future

In 2024/2025 we will continue to support new needs to tackle improving the health and well-being of children living with life limiting conditions and their families in Nottinghamshire.

We plan to this by:

- Expanding our trustee board from five trustee's to seven.
- Adjusting our referral criteria for small grants in order to make the funding more accessible to children families.
- Increasing our small grants in order to account for rapid inflation growth and the cost of living crisis
- Exploring more ways we can provide financial and emotional support to families and children.

Our approach to fundraising

This year we will continue to work on our new fundraising strategy by applying for grants to ensure we maintain and meet the urgent need to further improve the lives of our beneficiaries and ensure sustainable growth.

We will adapt our public fundraising to the current climate and ensure we fall in line with our financial plan



Message from the chair

The Harley Jae Trust continues to provide essential support for children with life limiting conditions, their families and the health professionals that work tirelessly to improve their health and wellbeing.

The Harley Jae Trust has now completed its ninth year of operation which once again has predominantly involved holding private fundraising events in order to raise money for vital equipment and resources as well as gifts for the children and families.

The cost-of-living crisis in the UK continues to present many challenges for families with children who are admitted into hospital for long periods of time which is why we are remaining committed to providing small grants to families in Nottingham's Pediatric Critical Care Unit.

Basic living expenses such as food, travel, clothing and equipment are at times, a luxury for parents who are having to make the choice between going to work or remaining by their child's side in hospital. Due to this growing need we are now exploring ways to make the grants more accessible as well as greater in value. This will be the charities main focus for the next twelve months.

Sourcing funding opportunities will be a main focus over the next twelve months, and we are confident that with these funds we can deliver vital and crucial work that will help improve lives.

To all our supports, volunteers, donors and sponsors, we thank you for your commitment, generosity and hard work. Despite the challenges ahead we look forward to working with all you again next year. Together we can truly make a difference..



Joe Rafter
Chairman

Achievements and performance highlights

See some of the notable events from The Harley Jae Trust throughout 2023-24.

Apr 23



Easter Egg delivery

On 4th April 2023 we visited Nottingham QMC with some help from our lovely volunteers Nick and Charlotte Williams from Shredall. We had lots of kind egg donations from local companies including Natwest in Newark, Shredall, Biffa and Morrisons.



Preloved swap shop

We held a preloved swap shop event at Gunthorpe Village Hall on Friday 21st April. We sold tickets online and the evening was a great success. Guests brought ten preloved items of clothing and swapped with each other. We then charged £1.00 per additional item.



Meeting Raj!

Joe and Anna met Raj Chagger from Riaan Remembers. An amazing project providing support to families experiencing baby loss, specifically Dad's dealing with grief. We discussed working on fundraising events in the future.

May 23



Goody bags delivered!

In May, we put together goody bags for the families on the ward providing them with self care products to use whilst in hospital. Anna contacted and visited various Nottingham companies to request donations including Boots, The Body Shop, Charlotte Tilbury, Molten Brown and Loreal. We kindly received some amazing donations.



Harley's 18th birthday and Joe's 40th!

We celebrated not only Harley Jae's 18th birthday but our charity founder Joe Rafter 40th birthday.

Aug 23



Kimberley Film Festival

On 12th August 2023, we were invited to attend the Kimberley Film Festival as their main sponsor. Tickets were sold to customers and we received a percentage of the donations raised. Our Volunteers held a stall on the day to sell our logo clothing and play games. We raised an amazing £2184.55.



Charity golf day

On 25th August, we held our annual golf day at Oakmere Golf Club in Southwell. Tickets sold for £55.00 and we had a great turnout on the day. Awards were handed out on the day for the winners. In total, we raised £3,100.

Sep 23



The ladies conquer Ben Nevis!

Our local lady supporters decided to organise a sponsored walk up Ben Nevis. They completed the task and raised an outstanding £1000.

Dec 23



The Annual Charity Ball

On 2nd December, we held our annual charity ball at a new venue – Goosedale, Papplewick. We sold 200 tickets and on the evening. We had some amazing acts on the evening including a magician, live band, casino, 3 course meal and live auction. It was a fabulous evening and we raised a total of £12,040.28.



Santa and his helpers visit the PCCU

On 14th December, we delivered Christmas presents to the families on the ward. For a Christmas eve delivery, we ordered some santa sacks for the children ready for the special day for the nurses to add their own gifts.

Jan 24



We welcomed Nikki!

We welcomed a new volunteer, Nikki Williams. Nikki is Joe's sister and Harley Jae's auntie so the work she does is very close to her heart. Nikki is excellent at working with the local communities and building relationships to support our fundraising. She has lots of great plans for the future.

Feb 24



Car boot galore!

In February, we held a stall at two local car boot venues and sold many donated items – toys, books, games and clothing. We raised £100.

Financial review

The total income generated in the year came to £35,818. The majority of our income came from Fundraising & Events - £28,308 All income received was unrestricted.

Our donations to the ward, transitioning children home and supporting them in the community totalled £22,685 which was an increase of £13,146 from the previous financial year.

This is a reflection of the number of referrals received for support with over 98% of referrals being approved.

At 31 March 2024 there are no restricted funds held within the reserves. Unrestricted reserves which are available for use towards the general objectives of the charity are £25,984

No gift aid has been claimed for the year.

Liabilities at the year-end relate to accounts preparation fees.

We raised

£47,818

**through donations,
grants and events!**

Trustees' responsibilities in relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & 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 then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature



Full name

Joseph Rafter

Position

Chairman

Date

18 December 2024

Independent examiner's report to the trustees of The Harley Jae Trust

I report to the trustees on my examination of the financial statements of The Harley Jae Trust (the trust) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the trust 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 trust'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 trust 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.

David Allum FCA
For and on behalf of UHY Hacker Young
Chartered Accountants
14 Park Row
Nottingham
NG1 6GR

Dated:

Statement of financial activities including income and expenditure account

For the year ended 31 March 2024

	Notes	Unrestricted funds 2024	Unrestricted Funds 2023	Restricted Funds 2023	Total 2024
Income from:					
Donations and legacies	2	19,510	15,615	-	15,615
Fundraising and events	3	28,308	7,627	-	7,627
Total income		47,818	23,242	-	23,242
Expenditure on:					
Fundraising and events costs	4	17,310	7,633	-	7,633
Donations made	6	34,685	9,539	5,513	15,052
Merchandise	5	3,454	1,148	-	1,148
Total expenditure		55,449	18,320	5,513	23,833
Net expenditure and movement in funds		(7,631)	4,922	(5,513)	(591)
Reconciliation of funds:					
Fund balances at start of period		25,984	21,062	5,513	26,575
Fund balances at end of period		18,353	25,984	-	25,984

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Balance sheet

as of 31 March 2024

	Notes	2024	2023
Current assets		20,753	25,984
Cash at bank and in hand			
Creditors	10	[2,400]	-
Amounts falling due within one year			
Net current assets		18,353	25,984
The funds of the trust		18,353	25,984
Unrestricted funds			
		18,353	25,985

The receipts & payments accounts were approved by the Trustees on 18 December 2024 and were signed on their behalf by:



Joseph Rafter
Trustee

Notes to the financial statements

For the year ended 31 March 2024

1 Accounting policies

Charity information

The Harley Jae Trust is a charitable incorporated organisation incorporated in England and Wales. The registered office is Chesterfield House, 1 Station Street, Nottingham, NG13 8AQ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the trust's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019]. The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

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

1.4 Income

Income is recognised at the point it can be reliably measured.

1.5 Expenditure

Expenditure is recognised at the point it can be reliably measured.

1.6 Cash and cash equivalents

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

Continued on next page

1.7 Financial instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

2 Income from donations and legacies

	Unrestricted Funds	Unrestricted Funds
	2024	2023
Donations and gifts	19,510	15,615
Donations and gifts:		
Monthly	4,523	6,302
One off	2,987	9,313
Seconded staff	12,000	-
	<hr/>	<hr/>
	19,510	15,615

3 Income from fundraising and events

	Unrestricted Funds	Unrestricted Funds
	2024	2023
Golf days	6,299	-
Other	1,758	231
Charity ball	18,241	7,360
Kimberley film festival	2,010	-
Present dash	-	36
	<hr/>	<hr/>
	28,308	7,627

Continued on next page

4 Expenditure on raising funds

	Unrestricted Funds 2024	Unrestricted Funds 2023
Fundraising and publicity		
HJT Events	14,914	6,432
Advertising	2,396	1,291
	<hr/> 17,310	<hr/> 7,633

5 Merchandise

	Unrestricted Funds 2024	Unrestricted Funds 2023
Sportswear	340	-
Leisurewear	1,538	52
Accessories	1,576	1,096
	<hr/> 3,454	<hr/> 1,148

6 Expenditure on charitable activities

	Charitable expenditure 2024	Charitable expenditure 2023
Direct costs		
Seconded staff cost	12,000	-
Ward	18,711	7,537
Community support	-	5,149
	<hr/> 30,711	<hr/> 15,052
	Charitable expenditure 2024	Charitable expenditure 2023
Share of support and governance costs (see note 7)		
Support	3,974	2,366
	<hr/> 34,685	<hr/> 15,052

Continued on next page

6 Expenditure on charitable activities (Continued)

	Charitable expenditure 2024	Charitable expenditure 2023
Analysis by fund		
Unrestricted funds	34,685	9,539
Restricted funds	-	5,513
	<hr/>	<hr/>
	34,685	15,052

7 Support costs allocated to activities

	2024	2023
General overheads	1,574	2,366
Independent examination fee	2,400	-
	<hr/>	<hr/>
	3,974	2,366

Analysed between:

Accountancy	638	1,008
Office costs	-	3
Subscriptions	152	188
IT Software	-	402
Giving Platform Charges	-	60
Insurance	784	705
Independent examination fee	2,400	-
	<hr/>	<hr/>
	3,974	2,366

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the trust during the year.

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

Continued on next page

10 Creditors: amounts falling due within one year

	2024	2023
Accruals and deferred income	2,400	-
	2,400	-

11 Related party transactions

Footsteps to Futures Ltd

Trustee J Rafter is a director of Footsteps to Futures Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £2,492 (2023: £4,000). No payments were made to Footsteps to Futures Ltd in the year (2023: £1,215). Footsteps to Futures Ltd also contributed seconded staff time at nil cost to the charity. The cost of this staffing is estimated to be £12,000 (2023: £Nil)

Severn Property Ltd

Trustee A Cavell is a director of Severn Property Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £3,545 (2023: £0).

Magpie Security Ltd

Trustee J Bailey is a director of Magpie Security Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £2,200 (2023: £0).

Stepping Stones Ltd

Trustee T Holmes is a director of Stepping Stones Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £1,200 (2023: £0).

Trustee - J Rafter

Trustee J Rafter received £139 during the year as reimbursement for purchases made in respect of the Charity Ball (2023: £350).

Trustee - A Cavell

A Cavell, sister of trustee A Cavell, received no payment during the year for marketing services (2023: £559).

Other related party transactions

Trustees donated £750 to the charity on aggregate (2023: £50).



The Harley Jae Trust

 info@theharleyjaetrust.org

 theharleyjaetrust.org

Registered Charity Number: 1160377

Draft Financial Statements at 16 December 2024 at 12:47:58

Charity registration number 1160377

THE HARLEY JAE TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J Rafter J Christian J Bailey A Cavell T Holmes
Charity number	1160377
Registered office	Chesterfield House 1 Station Road Nottinghamshire NG13 8AQ
Independent examiner	UHY Hacker Young 14 Park Row Nottingham NG1 6GR
Bankers	Barclays Bank plc 2 High Street Nottingham NG1 2EN

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the trust'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 2019).

Objectives and activities

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake.

Achievements and performance

Significant activities and achievements against objectives

Financial review

Structure, governance and management

The trust is a company limited by guarantee

The trustees who served during the year and up to the date of signature of the financial statements were:

J Rafter
J Christian
J Bailey
A Cavell
T Holmes

Recruitment and appointment of trustees

[Details of method of recruitment and appointment of trustees.]

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Organisational structure

[Details of organisational structure.]

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

.....
J Rafter
Trustee

Date:

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE HARLEY JAE TRUST

I report to the trustees on my examination of the financial statements of The Harley Jae Trust (the trust) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the trust 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 trust'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 trust 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.

David Allum FCA
For and on behalf of UHY Hacker Young
Chartered Accountants
14 Park Row
Nottingham
NG1 6GR

Dated:

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Income from:					
Donations and legacies	2	19,510	15,615	-	15,615
Fundraising and events	3	28,308	7,627	-	7,627
Total income		<u>47,818</u>	<u>23,242</u>	<u>-</u>	<u>23,242</u>
Expenditure on:					
Fundraising and events costs	4	17,310	7,633	-	7,633
Donations made	6	34,685	9,539	5,513	15,052
Merchandise	5	3,454	1,148	-	1,148
Total expenditure		<u>55,449</u>	<u>18,320</u>	<u>5,513</u>	<u>23,833</u>
Net expenditure and movement in funds		<u>(7,631)</u>	<u>4,922</u>	<u>(5,513)</u>	<u>(591)</u>
Reconciliation of funds:					
Fund balances at start of period		<u>25,984</u>	<u>21,062</u>	<u>5,513</u>	<u>26,575</u>
Fund balances at end of period		<u>18,353</u>	<u>25,984</u>	<u>-</u>	<u>25,984</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Draft Financial Statements at 16 December 2024 at 12:47:58
THE HARLEY JAE TRUST

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Current assets					
Cash at bank and in hand		20,753		25,984	
Creditors: amounts falling due within one year	10	<u>(2,400)</u>		<u>-</u>	
Net current assets			<u>18,353</u>		<u>25,984</u>
The funds of the trust					
Unrestricted funds			<u>18,353</u>		<u>25,984</u>
			<u>18,353</u>		<u>25,984</u>

The financial statements were approved by the trustees on

.....
J Rafter
Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

The Harley Jae Trust is a charitable incorporated organisation incorporated in England and Wales. The registered office is Chesterfield House, 1 Station Street, Nottingham, NG13 8AQ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the trust's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

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

1.4 Income

Income is recognised at the point it can be reliably measured.

1.5 Expenditure

Expenditure is recognised at the point it can be reliably measured.

1.6 Cash and cash equivalents

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

1.7 Financial instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies (Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

2 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	19,510	15,615
Donations and gifts		
Monthly	4,523	6,302
One off	2,987	9,313
Seconded staff	12,000	-
	19,510	15,615

3 Income from fundraising and events

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Golf days	6,299	-
Other	1,758	231
Charity ball	18,241	7,360
Kimberley film festival	2,010	-
Present dash	-	36
	28,308	7,627

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

4 Expenditure on raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising and publicity		
HJT events	14,914	6,342
Advertising	2,396	1,291
	<u>17,310</u>	<u>7,633</u>

5 Merchandise

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Sportswear	340	-
Leisurewear	1,538	52
Accessories	1,576	1,096
	<u>3,454</u>	<u>1,148</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

6 Expenditure on charitable activities

	Charitable expenditure 2024 £	Charitable expenditure 2023 £
Direct costs		
Seconded staff cost	12,000	-
Ward	18,711	7,537
Community support	-	5,149
	<u>30,711</u>	<u>12,686</u>
Share of support and governance costs (see note 7)		
Support	3,974	2,366
	<u>34,685</u>	<u>15,052</u>
Analysis by fund		
Unrestricted funds	34,685	9,539
Restricted funds	-	5,513
	<u>34,685</u>	<u>15,052</u>

7 Support costs allocated to activities

	2024 £	2023 £
General overheads	1,574	2,366
Independent examination fee	2,400	-
	<u>3,974</u>	<u>2,366</u>
Analysed between:		
Accountancy	638	1,008
Office costs	-	3
Subscriptions	152	188
IT Software	-	402
Giving Platform Charges	-	60
Insurance	784	705
Independent examination fee	2,400	-
	<u>3,974</u>	<u>2,366</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the trust during the year.

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals and deferred income	2,400	-
	<u> </u>	<u> </u>

11 Related party transactions

Footsteps to Futures Ltd

Trustee J Rafter is a director of Footsteps to Futures Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £2,492 (2023: £4,000). No payments were made to Footsteps to Futures Ltd in the year (2023: £1,215). Footsteps to Futures Ltd also contributed seconded staff time at nil cost to the charity. The cost of this staffing is estimated to be £12,000 (2023: £Nil)

Severn Property Ltd

Trustee A Cavell is a director of Severn Property Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £3,545 (2023: £0).

Magpie Security Ltd

Trustee J Bailey is a director of Magpie Security Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £2,200 (2023: £0).

Stepping Stones Ltd

Trustee T Holmes is a director of Stepping Stones Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £1,200 (2023: £0).

Trustee - J Rafter

Trustee J Rafter received £139 during the year as reimbursement for purchases made in respect of the Charity Ball (2023: £350).

Trustee - A Cavell

A Cavell, sister of trustee A Cavell, received no payment during the year for marketing services (2023: £559).

Other related party transactions

Trustees donated £750 to the charity on aggregate (2023: £50).

UHY Hacker Young
14 Park Row
Nottingham
Nottinghamshire
NG1 6GR

Dear Sirs,

Representations in respect of the financial statements for the year ended 31 March 2024

We acknowledge as trustees, and confirm that we have fulfilled, our responsibility for the preparation of financial statements for the year ended 31 March 2024 that show a true and fair view and are in accordance with United Kingdom generally accepted accounting practice and the Companies Act 2006 and the Charities SORP 2015

We also acknowledge as trustees our responsibility for the design and implementation of internal control to prevent and detect both error and fraud.

We confirm to the best of our knowledge and belief, and having made appropriate enquiries of other trustees and officials of the company, the following representations given to you in connection with your assurance review of the company's financial statements for the year ended 31 March 2024.

1. Completeness of information.

We have provided you with:

- Access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
- Additional information that you have requested from us for the purpose of the assurance review; and
- Unrestricted access to persons within the entity from whom you determined it necessary to obtain assurance evidence.

Specifically we confirm that

- All accounting records have been made available to you for the purpose of your assurance review.

- All other records and related information, including minutes of all shareholders' and board meetings in the period 1 April 2024 to date have been made available to you.

2. Completeness of accounting records and financial statements.

All the transactions undertaken by the company have been properly reflected and recorded in the accounting records, and in the financial statements.

3. Significant assumptions, judgments and intentions

In preparing the financial statements the board has made the following significant judgments relating to amounts included in or disclosed in the financial statements:

- We confirm that intercompany debtors are accurately stated and correctly classified as recoverable.
- The carrying values of fixed assets and property are accurate and assets are free from impairment.

We confirm that the above representations are our judgments on these matters and that we consider them reasonable.

4. Compliance with statutory or regulatory obligations

We are not aware of any significant instances of actual or possible non-compliance with these obligations.

5. Significant agreements

We have disclosed to you all the agreements and commitments (and any related side letters) that the company has entered into that could have a material impact on the amounts or disclosures included in the financial statements, or are relevant to an assessment of whether the company remains a going concern.

We are not aware of any instances of non-compliance with our contractual obligations which could have a material effect on the financial statements.

6. Going Concern

In our opinion the company will have sufficient resources to meet its liabilities as they fall due for the reasonably foreseeable future, and is therefore a going concern. In forming this conclusion we have expressly considered the period from the date of approval of the financial statements. In addition, we are not aware of any likely events, conditions or business risks beyond this period that may cast significant doubt on the company's ability to continue as a going concern.

7. Contingent liabilities (including litigation or claims against the company) and events arising subsequent to the balance sheet date

All material contingencies (including all known, actual or potential litigation or claims against the company) that are more likely than not to result in a loss to the company have been provided for in the financial statements.

Except for matters for which there is only a remote possibility of occurrence, the company is not affected by any such contingency which existed at the balance sheet date and which could possibly result in material loss to the company.

There have been no events since the balance sheet date which necessitate revision of the figures included in the financial statements or inclusion of a note thereto. Should any such events occur, we will advise you accordingly.

8. Transactions with and interests of the trustees

We acknowledge that the Company's financial statements are required by the Companies Act 2006 and the applicable accounting standard to include specified disclosure of the nature, extent and amount of its transactions that are with, or for the benefit of, any of its trustees (or, in certain circumstances, members of their families and trusts, partnerships and other companies in which they have an interest).

We have identified and discussed with you all the transactions of the Company with its trustees and their connected persons. Consequent upon these procedures, we are able to make the following representation.

The company has at no time during the year granted any advances or credits to, nor entered into any guarantees of any kind on behalf of, its trustees or persons connected with them.

Apart from remuneration arrangements, the Company has had at no time during the year entered into any other transactions with its trustees or persons connected with them except for transactions that are immaterial to both the trustees (and any relevant connected person) and the Company's financial statements.

9. Related parties other than the trustees

We acknowledge that, subject to certain specific exemptions, the company's financial statements are required to disclose comprehensive details of transactions and relationships with its "related parties" in order to give a true and fair view. Accordingly we confirm that

- a) We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware; and
- b) We have properly accounted for and disclosed all such relationships and transactions in the financial statements.

In making that confirmation we acknowledge:

- a) The following broad definition of related parties, being: those individuals, companies and other entities connected or linked with the company or its trustees in such a way as to make feasible the negotiation of mutual contracts on a non-arm's length basis; and
- b) The formal definitions of "related parties" given in the applicable standard.

10. Control of the company

So far as we are aware, the Company is not under the control of any other party..

11. Risks, occurrences and allegations of fraud

We are not aware of any fraud (or suspected fraud) affecting the company involving:

- the trustees; or
- senior management and other employees that have significant roles in internal control; or
- others where the fraud (or suspected fraud) could have a material effect on the financial statements.

We are not aware of any allegations of fraud (or suspected fraud) affecting the company's financial statements communicated by employees, former employees, regulators or others.

Yours faithfully,

(Signed on behalf of the board of trustees)

THE HARLEY JAE TRUST

England & Wales - Charity number 1160377

Accounts



**The
Harley Jae
Trust**

Annual report and financial statements

1 April 2022 - 31 March 2023

Contents

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Our reference and administrative information

The Trustees of The Harley Jae Trust present their report and financial statements for the year ended 31 March 2023.

Charity name	The Harley Jae Trust	The Harley Jae Trust is for the public benefit, to contribute to the relief of children in Nottinghamshire, up to the age of 18 who are in need through the suffering of ill health by reason of a life limiting or life changing condition.
Charity registration No.	1160377	
Registered office	Chesterfield House, 1 Station St, Nottingham NG13 8AQ	
Board of Trustees	Joseph Rafter – Chairman Jemma Christian Jason Bailey Adam Cavell Thomas Holmes	February 2015 - current March 2015 - current April 2015 - current January 2018 - current January 2019 - current
Secretary and lead volunteer	Anna Tomlinson	November 2022 - current
Advisory Committee	Adelle Frost Carole Taylor	Long Term Ventilation Nurse Specialist Health Play Specialist Paediatric Critical Care/LTV
Policy Committee	Joseph Rafter	Chair
Accountants	Beeston-Clarke Accountants Chartered Certified Accountants 242 Leicester Road Markfield Leicester LE67 9RG	
Bankers	Barclays Bank plc High Street Nottingham	

Structure, governance, and management of the trust

The Harley Jae Trust is a CIO – Foundation Registered 09 Feb 2015.

Trustees (Directors) take overall financial and strategic planning responsibility. The operational management is carried out by our CEO. A yearly development plan is developed by Trustees and CEO.

As we grow as an organisation, we understand every project needs a clear leadership to ensure success. We will ensure establishment of policies and continuous monitoring of proper implementation is in place as we develop as a Non-profit Organization. We will balance the powers of the members (with associated accountability), and their primary duty of enhancing the prosperity and viability of our organisation. We will establish Steering Committees to allow us to deliver projects to their full potential.

Employees and volunteers

The charity has Anna Tomlinson as lead volunteer and Secretary.

Risk and Uncertainties

The Trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Objectives, activities and aims

The Harley Jae Trust's objectives are to improve the lives of children in Nottinghamshire, up to the age of 18 who are living with a life limiting or life changing condition.

Our promise

The Harley Jae Trust has a promise to support the advancement of health, save the lives and improve the care for children living with life limiting and life changing conditions as well as their families.

Our vision

Our vision is to improve the quality of lives of children who suffer from ill health due to life limiting conditions by providing vital health related equipment or other items that improve the livelihood or emotional wellbeing of the child and thro families.

We want them to thrive not just survive and will research the need and improve our services to do so.

Our aims

- To provide equipment that aids or relieves the symptoms of children that suffer with ill health due to a life limiting or life changing condition.
- To provide equipment and support to medical units that enables them to provide high quality care for children with life limiting and life changing conditions.
- To raise awareness of life limiting conditions that affect children through promoting community involvement in fundraising initiatives.

Our Core Values

At The Harley Jae Trust, we believe in the following core values:

- To reduce the length of stays in hospital of children living with life limiting and life changing conditions.
- To transform and improve the lives of children with life limiting and life changing conditions.
- To provide services to improve the wellbeing of children with life limiting and life changing conditions and their families.
- To research and keep up to date with the services that are available and that are required for children living with life limiting conditions and their families.
- To raise awareness of life limiting and life changing conditions that affect children.

How we achieve our core values

- Provide vital equipment that is required to enable a child's discharge and cannot be funded by any other means.
- Provide resources that enhance the health and emotional wellbeing of children with life limiting and life changing conditions.
- Support advancing the care skills of parent/carers and staff working with these children to ensure the best quality of care is received.
- Form relationships with paediatric medical units, in particularly but not exclusive by High Dependency Units and Paediatric Intensive Care Units, Community Nursing Teams, specialised schools, Children's Charities and Children's Hospices.
- Raise public awareness of life limiting and life changing conditions that affect children.

What we do to ensure we can deliver

- Raise funds through supporting and forming fundraising events.
- Approach and welcome but not exclusive to, Individual, Private and Corporate sponsorship and fundraising.
- Apply for funding bids to trusts and foundations that share our values.
- Identify and administer for growth to fulfil the need for our services.
- Identify families who require additional support with caring for their child which have resulted as part of their life limiting condition and working directly with them.
- Form relationships to create strong and trusted delivery in our services.

Trustees have had regard to the Charity Commission's guidance on public benefit, and believe that the above activities are in accordance with that guidance.

Our future

In 2023/2024 we will continue to support new needs to tackle improving the health and well-being of children living with life limiting conditions and their families in Nottinghamshire.

As well as our 'business as usual' activities our three strategic priorities are:

- To help improve families experiences when caring for their child with complex health needs
- To help improve the quality of lives.
- To support families to care for their children whilst in hospital

Our approach to fundraising

This year we will continue to work on our new fundraising strategy by applying for grants to ensure we maintain and meet the urgent need to further improve the lives of our beneficiaries and ensure sustainable growth.

We will adapt our public fundraising to the current climate and ensure we fall in line with our financial plan



Message from the chair

The Harley Jae Trust continues to provide essential support for children with life limiting conditions, their families and the health professionals that work tirelessly to improve their health and wellbeing.

The Harley Jae Trust has now completed its eighth year of operation which once again has predominantly involved holding private fundraising events in order to raise money for vital equipment and resources as well as gifts for the children and families.

The cost-of-living crisis in the UK has presented many challenges for the charity sector and as a small charity we have experienced real pressures due to increased difficulties in fundraising alongside increases in referrals from families in need.

We have seen significant increases in families experiencing financial difficulties whilst caring for their children who are admitted to hospital long term. Basic living expenses such as food, travel, clothing and equipment are at times, a luxury for parents who are having to make the choice between going to work or remaining by their child's side in hospital.

In response to this, the Harley Jae Trust establish a small grants scheme to help ease such pressures for families whose child has been admitted on to Nottingham's PCCU long term. These grants are to cover living expenses, going home expenses/wishes and or specialist equipment.

Sourcing funding opportunities will be a main focus over the next twelve months, and we are confident that with these funds we can deliver vital and crucial work that will help improve lives.

To all our supports, volunteers, donors and sponsors, we thank you for your commitment, generosity and hard work. Despite the challenges ahead we look forward to working with all you again next year. Together we can truly make a difference.

Joe Rafter
Chairman

Achievements and performance highlights

See some of the notable events from The Harley Jae Trust throughout 2021-22.

Apr 22



Easter Egg delivery

On 15th April 2022, we were able to drop off some amazing donations from 'Biffa' who kindly donated 190 eggs, colouring books and Easter rabbit teddies to the PCCU to celebrate Easter

May 22



Harley Jae's 17th Birthday!

We celebrated Harley Jae's 17th birthday.

Jul 22



Sailability

We are incredibly proud to have helped towards funding 2022 Sailability and fun day at Carsington Water. The event took place on Saturday 23rd July 2022. It involved children with disabilities and their families enjoying the peace and tranquillity of the water by embarking on a sailing boat around Carsington Water. The day also involved sensory tents, family entertainment, crafts, live music, games, informal meeting of likeminded families and so much more. Thank you to all our volunteers to help make this happen.

Nov 22



Anna joins The Harley Jae Trust

We appointed a new charity volunteer leader, Anna Tomlinson who plans and organises the fundraising for the charity. Anna is also the secretary arranging trustee meetings and taking minutes. Anna will focus on event planning, fundraising, marketing and social media. Anna will be increasing the charity's profile, encouraging donations, managing our merchandise and keeping our administration up to date.

Dec 22



Playgroup and coffee morning

A playgroup and coffee morning opened at the local community centre, Monty Hall Hind Hall in Lenton to support families. The group meets once a month and we have agreed to pay for the rent of the room at the community centre. We have received positive feedback from the nurses and support workers who are very thankful.



Christmas present to PCCU

We completed our annual trip delivering Christmas presents and decorating the ward at QMC on 14th December 2022. Santa Claus met parents and their children. We received some lovely comments from parents who were thrilled we turned up and handed out gifts.



PCCU hampers

We also delivered food hampers to the families on the ward on Christmas eve.

Mar 23



Zephyrs Charity visit

Joe and Anna visited Carly Williams from Zephyrs Charity in Nottingham. Zephyrs support bereaved parents and discussions were held on how The Harley Jae Trust can work together with Zephyrs in the future. We have already made a donation so that parents can receive counselling services.

Financial review

The total income generated in the year came to £23,242 [2022: £57,971]. The majority of our income came from donations - £15,615 [2022: £12,900]. All income received was unrestricted.

Our donations to the ward, transitioning children home and supporting them in the community totalled £12,686 [2022: £12,552].

This is a reflection of the number of referrals received for support with 100% of referrals being approved.

General overheads were significantly lower than the previous reporting year at a total cost of £2,366 [2022: £20,202]. This is due to the Harley Jae Trust now being run by volunteers with no paid employees.

This left us with an overall net spend in the year to 31 March 2023 of £591 [2022: net income of £5,988], which is reflected in the slight decreased in the bank balance.

At 31 March 2023 there are no longer any restricted funds held in reserves [2022: £5,513]. Unrestricted reserves which are available for use towards the general objectives of the charity are now £25,984 [2022: £21,062].

No gift aid has been claimed for the year [2022: £nil].

Liabilities at the year-end relate to accounts preparation fees.

Reserves Policy

The charity no longer has any significant overheads. This is due to no longer being charged any office rent and no longer having paid employees. All work carried out for the charity is currently on a voluntary basis. Therefore the current reserves policy of holding 6 months of operational costs will need to be reviewed during the following reporting year.

We raised

£23,242

**through donations,
grants and events!**

Trustees' responsibilities in relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & 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 then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature	
Full name	Joseph Rafter
Position	Chairman
Date	30 Jan 2024

Accountants report for the year ended 31 March 2023

Report to the Trustees on the unaudited statutory accounts of The Harley Jae Trust for the year ended 31 March 2023.

In order to assist you to fulfil your duties under the Charities Act 2011 and the Statement of Recommended Practice applicable to Charities, we have prepared for your approval the accounts of The Harley Jae Trust for the year ended 31 March 2023 as set out on pages 14 to 21 from the charity's accounting records and from information and explanations you have given us.

As a member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <https://www.accaglobal.com/gb/en/about-us/regulation/rulebook.html>

This report is made solely to the board of trustees of The Harley Jae Trust, as a body, in accordance with the terms of our engagement letter dated 25 August 2020. Our work has been undertaken in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <https://www.accaglobal.com/gb/en/technical-activities/technical-resources-search/2009/october/factsheet-163-audit-exempt-companies.html>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The Harley Jae Trust and its board of trustees as a body for our work or for this report.

We have not been instructed to carry out an independent examination or review of the accounts for The Harley Jae Trust. For this reason, we have not verified the accuracy of completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the Receipts & Payments accounts.



Beeston-Clarke Accountants Ltd
Chartered Certified Accountants
242 Leicester Road
Markfield
Leicester
LE67 9RG

Date: 30 January 2024

Receipts & payments account

For the year ended 31 March 2023

	Note	2023			2022		
		Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Receipts	1						
Grants		-	-	-	-	19,580	19,580
Donations & Events		22,832	-	22,832	34,856	-	34,856
Other income		410	-	410	3,535	-	3,535
Total receipts		23,242	-	23,242	38,391	19,580	57,971
Payments	1						
Charitable activities							
Donations		7,173	5,513	12,686	2,060	10,492	12,552
General overheads		2,366	-	2,366	12,382	7,820	20,202
Other		1,149	-	1,149	64	-	64
Costs of generating funds							
Fundraising cost		7,633	-	7,633	18,785	381	19,166
Total payments		18,321	5,513	23,834	33,291	18,693	51,983
Net receipts/(payments)		4,922	(5,513)	(591)	5,101	887	5,988
Transfers between funds		-	-	-	(258)	258	-
Cash funds @ 31.3.2022	2	21,062	5,513	26,575	16,220	4,367	20,598
Cash funds @ 31.3.2023	2	25,984	-	25,984	21,062	5,513	26,586

Statement of assets & liabilities

As at 31 March 2023

	2023			2022		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Cash Funds						
Cash at bank	25,984	-	25,984	21,062	5,513	26,575
Total cash funds & other monetary assets	25,984	-	25,984	21,062	5,513	26,575
Debtors						
Charity Ball income	-	-	-	7,360	-	-
Sundry debtors	11	-	11	11	-	11
	11	-	1	11	-	11
Liabilities						
Independent Examination	-	-	-	960	-	960
Accountancy	600	-	600	-	-	-
Suppliers	-	-	-	3,352	-	3,352
	600	-	600	4,312	-	4,312

The receipts & payments accounts were approved by the Trustees on 30 Jan 2024 and were signed on their behalf by:



Joseph Rafter
Chairman

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account

Analysis for the year ended 31 March 2023

	2023			2022		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Receipts						
Grants						
Nottingham City Council	-	-	-	-	3,580	3,580
National Lottery Awards for All	-	-	-	-	10,000	10,000
Duke of Devonshire	-	-	-	-	3,000	3,000
Freemason Fund	-	-	-	-	1,000	1,000
Albert Hunt Trust	-	-	-	-	2,000	2,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	-	19,580	19,580
Donations						
Monthly	6,302	-	6,302	7,569	-	7,569
One off	9,313	-	5,081	5,081	-	5,081
Charity collection boxes	250	-	250	250	-	250
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	15,615	-	15,615	12,900	-	12,900
Events						
Present dash	36	-	36	1,313	-	1,313
Charity ball	6,950	-	6,950	10,940	-	10,940
Mount Snowdon	-	-	-	6,313	-	6,313
Golf days	-	-	-	3,390	-	3,390
Swap shop	231	-	231	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	7,217	-	7,217	21,956	-	21,956

Continued on next page

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2023

	2023			2022		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Fundraising						
Charity ball auctions	410	-	410	3,535	-	3,535
Christmas Raffle	-	-	-	-	-	-
Zoom DJ Set	-	-	-	-	-	-
	<hr/>			<hr/>		
	410	-	410	3,535	-	3,535
	<hr/>			<hr/>		
Total receipts	23,242	-	23,242	38,391	19,580	57,971

Continued on next page

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2023

	2023			2022		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Payments						
Donations & Grants						
Wellbeing Service	-	-	-	-	1,910	1,910
Home Safe Project	-	-	-	-	3,017	3,017
Equipment	-	-	-	-	3,000	3,000
Transitions home	-	-	-	912	2,565	3,478
Ward	7,173	364	7,537	1,147	-	1,147
Community support	-	5,149	5,149	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	7,173	5,513	12,686	2,060	10,492	12,552
Merchandise						
Accessories	1,096	-	1,096	64	-	64
Leisure Wear	53	-	53	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	1,149	-	1,149	64	-	64
Fundraising costs						
HJT Events	6,342	-	6,342	17,531	-	17,531
Marketing	1,291	-	1,291	1,254	381	1,635
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	7,633	-	7,633	18,785	381	19,166

Continued on next page

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2023

	2023 Unrestricted funds			2022 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
General overheads						
Office costs	3	-	3	-	9	9
Rent	-	-	-	2,800	-	2,800
Staff costs	-	-	-	7,230	7,486	14,717
Subscriptions	188	-	188	142	-	142
Accountancy/Payroll	1,008	-	1,008	780	-	780
IT Software	402	-	402	64	-	64
Giving Platform Charges	60	-	60	258	-	258
Coaching	-	-	-	753	-	753
Insurance	705	-	705	356	324	680
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	2,366	-	2,366	12,382	7,820	20,202
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total payments	18,321	5,513	23,834	33,291	18,693	51,983
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net receipts/(payments)	4,922	(5,513)	(531)	5,101	887	5,988

Notes to the Receipts & Payments Accounts

2. Funds analysis

Analysis for the year ended 31 March 2023

	B/fwd 1 April 2022	Income	Expenditure	Transfers	C/fwd 31 March 2023
Restricted funds					
National Lottery Awards for All	3,513	-	3,513	-	-
Albert Hunt Trust	2,000	-	2,000	-	-
	5,513	-	5,513	-	-
Unrestricted funds	21,062	23,242	18,320	-	25,984
Total funds	26,575	23,242	23,833	-	25,984

Notes to the Receipts & Payments Accounts

3. Restricted Grants

National Lottery Awards for All

This grant was provided for Wellbeing Sessions for children and families in Nottinghamshire with life limiting or life changing conditions. Due to a change in staffing at Harley Jae Trust, change of use of funds has been agreed with the funder and the balance was spent on a Sailability event and sailing sessions in summer 2022.

Albert Hunt Trust

Funding for a Wellbeing Service. An application is being made to Albert Hunt Trust for a change of use of funding.

4. Related Parties

Footsteps to Futures Ltd

Trustee J Rafter is a director of Footsteps to Futures Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £4,000 [£2022: £5,560]. Payments were made to Footsteps to Futures Ltd for a pushchair of £1,215. In 2022 payments were made to Footsteps to Futures Ltd for rent of £2,800, no rent payments were made in 2023.

Trustee J Rafter

J Rafter received £350 during the year as reimbursement for purchases made in respect of the Charity Ball (2022: £nil).

Alicia Cavell

Alicia, sister of trustee Adam Cavell, received £559 during the year for marketing services (2022: £nil).

Other related party transactions

Trustees donated £50 to the charity on aggregate (2022: nil).



The Harley Jae Trust

 info@theharleyjaetrust.org

 theharleyjaetrust.org

Registered Charity Number: 1160377

THE HARLEY JAE TRUST

England & Wales - Charity number 1160377

Accounts



**The
Harley Jae
Trust**

Annual report and financial statements

1 April 2021 - 31 March 2022

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Our reference and administrative information

The Trustees of The Harley Jae Trust present their report and financial statements for the year ended 31 March 2022.

Charity name	The Harley Jae Trust	The Harley Jae Trust is for the public benefit, to contribute to the relief of children in Nottinghamshire, up to the age of 18 who are in need through the suffering of ill health by reason of a life limiting or life changing condition.
Charity registration No.	1160377	
Registered office	Chesterfield House, 1 Station St, Nottingham NG13 8AQ	
Board of Trustees	Joseph Rafter – Chairman Jemma Christian Jason Bailey Adam Cavell Thomas Holmes	February 2015 - current March 2015 - current April 2015 - current January 2018 - current January 2019 - current
Chief Executive Officer	Jenny Gee	May 2019 - February 2022
Advisory Committee	Adelle Frost Carole Taylor	Long Term Ventilation Nurse Specialist Health Play Specialist Paediatric Critical Care/LTV
Policy Committee	Joseph Rafter Jenny Gee	Chair CEO
Auditors	Beeston-Clarke Accountants Chartered Certified Accountants 242 Leicester Road Markfield Leicester LE67 9RG	
Bankers	Barclays Bank plc High Street Nottingham	

Structure, governance, and management of the trust

The Harley Jae Trust is a CIO – Foundation Registered 09 Feb 2015.

Trustees (Directors) take overall financial and strategic planning responsibility. The operational management is carried out by our CEO. A yearly development plan is developed by Trustees and CEO.

As we grow as an organisation, we understand every project needs a clear leadership to ensure success. We will ensure establishment of policies and continuous monitoring of proper implementation is in place as we develop as a Non-profit Organization. We will balance the powers of the members (with associated accountability), and their primary duty of enhancing the prosperity and viability of our organisation. We will establish Steering Committees to allow us to deliver projects to their full potential.

Employees and volunteers

We currently have two volunteers that support us - Anna and Joey.

Joey has helped us in the past and regularly uses his social media platform as a charity ambassador to share events and represent the charity, raising awareness of our work at the hospital. Joey has a very enthusiastic, kind nature and is extremely helpful during events. Joey has a genuine interest in promoting The Harley Jae Trust.

One of our future goals is to open a charity shop in Nottingham. We are currently completing research on the shop. Anna has experience within the charity sector as an influencer on social media and has worked alongside Barnardos. Anna will become The Harley Jae Trust social media influencer sharing posts from the charity shop, gaining more followers, spreading awareness of the charity shop and engaging with followers.

Volunteers are particularly important to us and we would like to increase the numbers in the near future.

Risk and Uncertainties

The Trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Objectives and Activities

The Harley Jae Trust's objectives are to improve the lives of children in Nottinghamshire, up to the age of 18 who are living with a life limiting or life changing condition.

Our promise

The Harley Jae Trust has a promise to support the advancement of health, save the lives and improve the care for children living with life limiting and life changing conditions as well as their families.

Our vision

Our vision is to improve the quality of lives of children who suffer from ill health due to life limiting conditions by providing vital health related equipment or other items that improve the livelihood or emotional wellbeing of the child and their families.

We want them to thrive not just survive and will research the need and improve our services to do so.

Aims and outcomes

Our aims

- To provide equipment that aids or relieves the symptoms of children that suffer with ill health due to a life limiting or life changing condition.
- To provide equipment and support to medical units that enables them to provide high quality care for children with life limiting and life changing conditions.
- To raise awareness of life limiting conditions that affect children through promoting community involvement in fundraising initiatives.

Our outcomes

Donations of the specialised pushchairs to QMC

This enabled children to be discharged home and enjoy the fresh air and tranquillity of the outdoors whilst carrying vital life saving equipment with them.

Donation of specialised carseats to QMC

This enabled children to travel further afield with all the family.

Delivering wellbeing and care packs

We delivered gifts throughout the year to QMC and the donations given at Christmas. Staff, parent carers and the children admitted really felt pressures this year as life was returning from the pandemic. Mental health was soaring and we kept ensuring regular visits to the ward with treats to boost moral and shed a little light on everyone's day.

Events

We organised numerous events over the year open to all of Nottinghamshire community to raise awareness of the charity and raise funds. These include the Mount Snowden event and our golf days.

Video

We created a 5 minute video to give the general public a real insight into the lives of our beneficiaries and the work that we do to support them. This video was played at all our events and is available online.

Our Core Values

At The Harley Jae Trust, we believe in the following core values:

- To reduce the length of stays in hospital of children living with life limiting and life changing conditions.
- To transform and improve the lives of children with life limiting and life changing conditions.
- To provide services to improve the wellbeing of children with life limiting and life changing conditions and their families.
- To research and keep up to date with the services that are available and that are required for children living with life limiting conditions and their families.
- To raise awareness of life limiting and life changing conditions that affect children.

How we achieve our core values

- Provide vital equipment that is required to enable a child's discharge and cannot be funded by any other means.
- Provide resources that enhance the health and emotional wellbeing of children with life limiting and life changing conditions.
- Support advancing the care skills of parent/carers and staff working with these children to ensure the best quality of care is received.
- Form relationships with paediatric medical units, in particularly but not exclusive by High Dependency Units and Paediatric Intensive Care Units, Community Nursing Teams, specialised schools, Children's Charities and Children's Hospices.
- Raise public awareness of life limiting and life changing conditions that affect children.

What we do to ensure we can deliver

- Raise funds through supporting and forming fundraising events.
- Approach and welcome but not exclusive to, Individual, Private and Corporate sponsorship and fundraising.
- Apply for funding bids to trusts and foundations that share our values.
- Identify and administer for growth to fulfil the need for our services.
- Identify families who require additional support with caring for their child which have resulted as part of their life limiting condition and working directly with them.
- Form relationships to create strong and trusted delivery in our services.

Trustees have had regard to the Charity Commission's guidance on public benefit, and believe that the above activities are in accordance with that guidance.

Our future

In 2022/2023 we will continue to support new needs to tackle improving the health and wellbeing of children living with life limiting conditions and their families in Nottinghamshire. As well as our 'business as usual' activities our three strategic priorities are:

- **Social Media** – To improve the followers, social media needs to be consistent. We are going to share more posts to boost engagement, comment/like more posts and add our own content 3-4 times per week.
- **Outdoor sponsored events** – Arrange a staff sky dive or bungee jump, walks. Possibly a staff/trustee and volunteer activity sports day.
- **Ball** – We would like to return the ball this year however slightly re-invent it. We would like to create a video of families on the ward (either current or past families) showing their experience of support from us – including photos. Tickets to be sold as previous balls, black tie event.

Our approach to fundraising

This year we will continue to work on our new fundraising strategy by applying for grants to ensure we maintain and meet the urgent need to further improve the lives of our beneficiaries and ensure sustainable growth.

We will adapt our public fundraising to the current climate and ensure we fall in line with our financial plan.



Message from the chair

The charity has had another busy year holding fundraising events in order to provide essential support for children with life limiting conditions, their families and the health professionals that work tirelessly to improve their health and wellbeing.

The Harley Jae Trust has now completed its seventh year of operation which once again has predominantly involved holding private fundraising events in order to raise money for vital equipment and resources as well as gifts for the children and families.

On reflection, the past 12-24 months have been incredibly difficult for small charities on the back of the Covid-19 pandemic and The Harley Jae Trust is no exception. Access to funding was limited and we received very little government support which placed our charity in a vulnerable position. In response to this, The Harley Jae Trust has had to change its approach to generating income streams by increasing our activities around bid writing and securing tenders. Whilst this is a new approach for the charity, it has been a very important one in order to navigate ourselves through the pandemic.

As we move into the next year, we are now confident that we can re-establish our pre-pandemic strategy which involves holding private fundraising events for our supporters to enjoy, whilst also raising funds for our beneficiaries. These funds, along with the remaining funds raised through grants will be used to provide wellbeing sessions for parents, equipment grants for children and families, Christmas gifts and any other ongoing support requested by Nottingham's PCCU.

The charity will continue to use the successes of the past six years to demonstrate to external funders that not only can we work independently but we have the passion, skills and determination to carry out our objectives of supporting children and families who experience complex health conditions. Sourcing funding opportunities will be a main focus over the next twelve months, and we are confident that with these funds we can deliver vital and crucial work that will help improve lives.

To all our supports, volunteers, donors and sponsors, we thank you for your commitment, generosity and hard work. Despite the challenges ahead we look forward to working with all you again next year. Together we can truly make a difference.

Joe Rafter
Chairman

Achievements and performance highlights

See some of the notable events from The Harley Jae Trust throughout 2021-22.

Apr 21



Wellbeing sessions

We created virtual wellbeing mental health sessions for parents/carers. This included Yoga sessions from Mumtaz every month.

May 21



Harley Jae's 16th Birthday!

We celebrated Harley Jae's 16th birthday.

Jun 21



Ben Nevis and beyond!

Our very own Summer walked to the top of Ben Nevis and raised donations. We are so proud of Summer for completing this and choosing us to donate to.

Jun 21



Norwood Park golf day

The Harley Jae Cup also returned in June at Norwood Park. We had a great day playing golf and raising funds for equipment to support children's discharges from the hospital to home.

Jul 21



Snowdon climb for Harley Jae

We raised over £5000 by walking up Mount Snowdon with staff, supporters and volunteers all through the night. The team reached the summit at 5.45am along with Mountain Wonders who provided us with guidance and support along the way.

Aug 21



Blotts Country Club donate to HJT

Blotts Country Club and their customers for an incredible £250 donation, made through supporting The Harley Jae Trust collection boxes.

Sep 21



We finalise Snowdon donations

We received £6,313 in total from incredible donations towards our Mount Snowdon climbers.

Dec 21



PCCU hampers and care packages

We delivered care packages and hampers to the PCCU ward to all the families. It was even more important this year after the pandemic as we had not been able to visit as often. Lush, Nottingham donated some amazing care packages. We also decorated the ward.

Mar 22



Annual charity ball is back!

We had our annual black tie charity ball on 26th March 2022 with a champagne reception, live band, casino, fire breathers and a magician. We sold over 192 tickets. A huge thank you to everyone that bought tickets, helped organise and donated to the charity. We wouldn't be able to hold such big events without people to support and attend. It means we can continue to do these types of events in the future.

Our future

In 2022/2023 we will continue to support new needs to tackle improving the health and well-being of children living with life limiting conditions and their families in Nottinghamshire.

As well as our 'business as usual' activities our three strategic priorities are:

- To help improve the health care system.
- To help improve the quality of lives.
- To expand our professional development and network.

Our approach to fundraising

This year we will continue to work on our new fundraising strategy by applying for grants to ensure we maintain and meet the urgent need to further improve the lives of our beneficiaries and ensure sustainable growth.

We will adapt our public fundraising to the current climate and ensure we fall in line with our financial plan.

Financial review

Our events and fundraising activities improved from the previous reporting year with £38,391 of unrestricted funds being raised with an additional £19,580 of restricted funds giving a total income of £57,971.

Our donations to the ward, transitioning children home and supporting them in the community totalled at £12,552. This is a reflection of the amount of referrals received for support with 100% of referrals being approved.

General overheads were higher than the previous reporting year at a total cost of £20,202 with £7,820 being provided by grant funders in order to cover staffing costs.

This left us with overall net income in the year to 31 March 2022 of +£5,988 [2021: Net spend of £2728], which is reflected in the increased bank balance.

At 31 March 2022 £887 [2021: £4,367] was held in restricted funds and £21,332 [2021: £16,231] unrestricted and available for use towards the general objectives of the charity.

No gift aid has been claimed for the year 2020-2021 or for the year 2021-22.

Liabilities at the year-end relate to charity ball costs and accounts preparation and independent examination fees.

Reserves Policy

The charity no longer has any significant overheads. This is due to no longer being charged any office rent and no longer having paid employees. All work carried out for the charity is currently on a voluntary basis. Therefore the current reserves policy of £15,444 [6 months operation] will need to be reviewed during the following reporting year.

We raised
£57,971
through donations,
grants and events!

Trustees' responsibilities in relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & 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 then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature	
Full name	Joseph Rafter
Position	Chairman
Date	6 Feb 2023

Independent Examiner's Report to the Trustees of The Harley Jae Trust

I report to the trustees on my examination of the accounts of the The Harley Jae Trust for the year ended 31 March 2022, which are set out on pages 16 to 22.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts as required under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

[1] accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

[2] that accounts do not accord with those records; or

[3] that accounts 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 the 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 accounts to be reached.



Stephanie Beeston-Clarke FCCA
Beeston-Clarke Accountants
Chartered Certified Accountants
242 Leicester Road
Markfield
Leicester
LE67 9RG

Date: 15 February 2023

Receipts & payments account

For the year ended 31 March 2022

	Note	2022 Unrestricted funds			2021 Unrestricted funds		
		Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Receipts	1						
Grants		-	19,580	19,580	2,500	11,000	13,500
Donations & Events		34,856	-	34,856	14,219	-	14,219
Other income		3,535	-	3,535	35	-	35
Total receipts		38,391	19,580	57,971	16,754	11,000	27,754
Payments	1						
Charitable activities							
Donations		2,060	10,492	12,552	6,291	3,036	9,327
General overheads		12,382	7,820	20,202	15,418	3,597	19,015
Other		64	-	64	900	-	900
Costs of generating funds							
Fundraising cost		18,785	381	19,166	1,240	-	1,240
Total payments		33,291	18,693	51,983	23,849	6,633	30,482
Net receipts/(payments)		5,101	887	5,988	(7,095)	4,367	(2,728)
Cash funds @ 31.3.2021	2	16,231	4,367	20,598	23,326	-	23,326
Cash funds @ 31.3.2022	2	21,332	5,254	26,586	16,231	4,367	20,598

Statement of assets & liabilities

As at 31 March 2022

	Note	2022 Unrestricted funds			2021 Unrestricted funds		
		Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Cash Funds							
Cash at bank		21,073	5,513	26,586	16,231	4,367	20,598
Total cash funds & other monetary assets		21,073	5,513	26,586	16,231	4,367	20,598
Debtors							
Charity Ball income		7,360	-	7,360	-	-	-
Gift aid claim		-	-	-	-	-	-
Stock - Merchandise		-	-	-	594	-	594
Sundry debtors		11	-	11	-	-	-
		7,371	-	7,371	594	-	594
Liabilities							
Independent Examination		960	-	960	500	-	500
Suppliers		3,352	-	3,352	-	-	-
Salaries		-	-	-	1,160	773	1,933
		4,312	-	4,312	1,660	773	2,433

The receipts & payments accounts were approved by the Trustees on 15 Feb 2023 and were signed on their behalf by:



Joseph Rafter
Chairman

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account

Analysis for the year ended 31 March 2022

	2022 Unrestricted funds			2021 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Receipts						
Grants						
Lady Hind Trust	-	-	-	-	5,000	5,000
National Lottery Community Fund	-	-	-	-	6,000	6,000
Nottingham City Council	-	3,580	3,580	2,500	-	2,500
National Lottery Awards for All	-	10,000	10,000	-	-	-
Duke of Devonshire	-	3,000	3,000	-	-	-
Freemason Fund	-	1,000	1,000	-	-	-
Albert Hunt Trust	-	2,000	2,000	-	-	-
	-	19,580	19,580	2,500	11,000	13,500
Donations						
Monthly	7,569	-	7,569	3,447	-	3,447
One off	5,081	-	5,081	1,056	-	1,056
Charity collection boxes	250	-	250	12	-	12
Gift Aid Received	-	-	-	4,878	-	4,878
	12,900	-	12,900	9,392	-	9,392
Events						
Present dash	1,313	-	1,313	-	-	-
Charity ball	10,940	-	10,940	1,000	-	1,000
Mount Snowdon	6,313	-	6,313	180	-	180
Golf days	3,390	-	3,390	-	-	-
Let's Zen	-	-	-	430	-	430
Run the rainbow	-	-	-	1,591	-	1,591
Christmas Text	-	-	-	164	-	164
	21,956	-	21,956	3,365	-	3,365

Continued on next page

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2022

	2022 Unrestricted funds			2021 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Fundraising						
Charity ball auctions	3,535	-	3,535	-	-	-
Christmas Raffle	-	-	-	575	-	575
Zoom DJ Set	-	-	-	887	-	887
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	3,535	-	3,535	1,462	-	1,462
Merchandise						
Clothing & accessories	35	-	35	35	-	35
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	35	-	35	35	-	35
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total receipts	38,391	19,580	57,971	16,754	11,000	27,754

Continued on next page

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2022

	2022 Unrestricted funds			2021 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Payments						
Donations & Grants						
Wellbeing Service	-	1,910	1,910	-	1,219	1,219
Home Safe Project	-	3,017	3,017	-	1,817	1,817
Equipment	-	3,000	3,000	-	-	-
Transitions home	912	2,565	3,478	2,992	-	2,992
Ward	1,147	-	1,147	3,148	-	3,148
Community support	-	-	-	151	-	151
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	2,060	10,492	12,552	6,291	3,036	9,327
Merchandise						
Accessories	64	-	64	900	-	900
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	64	-	64	900	-	900
Fundraising costs						
HJT Events	17,531	-	17,531	84	-	84
Marketing	1,254	381	1,635	1,075	-	1,075
Other fundraising	-	-	-	81	-	81
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	18,785	381	19,166	1,240	-	1,240

Continued on next page

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2022

	2021 Unrestricted funds			2020 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
General overheads						
Office costs	-	9	9	339	-	339
Rent	2,800	-	2,800	2,200	-	2,200
Staff costs	7,230	7,486	14,717	10,011	3,597	13,608
Subscriptions	142	-	142	253	-	253
Accountancy/Payroll	780	-	780	1,000	-	1,000
IT Software	64	-	64	558	-	558
Giving Platform Charges	258	-	258	101	-	101
Coaching	753	-	753	334	-	334
Insurance	356	324	680	622	-	622
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	12,382	7,820	20,202	15,418	3,597	19,015
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total payments	33,291	18,693	51,983	23,849	6,633	30,482
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net receipts/(payments)	5,101	887	5,988	(7,095)	4,367	(2,728)

Notes to the Receipts & Payments Accounts

2. Funds analysis

Analysis for the year ended 31 March 2022

	B/fwd 1 April 2021	Income	Expenditure	Transfers	C/fwd 31 March 2022
Restricted funds					
Lady Hind Trust	1,446	-	1,446	-	-
National Lottery Community Fund	2,921	-	3,017	96	-
National Lottery Awards for All	-	10,000	6,487	-	3,513
Duke of Devonshire	-	3,000	3,000	-	-
Freemason Fund	-	1,000	1,163	163	-
Albert Hunt Trust	-	2,000	-	-	2,000
Nottinghamshire County Council	-	3,580	3,580	-	-
	4,367	19,580	18,693	258	5,513
Unrestricted funds	16,231	38,391	33,291	[258]	21,073
Total funds	20,598	57,971	51,983	-	26,586

Notes to the Receipts & Payments Accounts

3. Restricted Grants

Lady Hind Trust

Funding for a Well Being Service for parent/carers of children living with life limiting or life changing conditions.

National Lottery Community Fund

Funding for the Home Safe project - Providing children with life-limiting and life-changing conditions the resources and equipment they need to get them out of hospital and home as soon as possible.

National Lottery Awards for All

This grant was provided for Wellbeing Sessions for children and families in Nottinghamshire with life limiting or life changing conditions. Due to a change in staffing at Harley Jae Trust. Change of use of funds has been agreed with the funder and the balance will now be spent on a Sailability event and sailing sessions in summer 2022.

Duke of Devonshire

Funding for equipment for children living with life limiting or life changing conditions to assist with their transition home from hospital.

Freemason Fund

Funding for 200 Wellbeing Packs.

Albert Hunt Trust

Funding for a Wellbeing Service. An application is being made to Albert Hunt Trust for a change of use of funding.

Nottinghamshire County Council Grant

This grant was provided to cover staffing costs and to provide equipment to enable smooth hospital discharge.

4. Related Parties

Footsteps to Futures Ltd

Trustee J Rafter is a director of Footsteps to Futures Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £5,560 [£2021: £2,166]. Payments were made to Footsteps to Futures Ltd for rent of £2,800 [2021: £2,200].

Trustee Jason Bailey

Jason Bailey received £600 during the year as reimbursement for purchases made in respect of the Charity Ball [2021: nil].

Other related party transactions

During the year the charity employed D Walker, partner of Trustee J Rafter, she received wages payments of £5,066 [2021: £3,467], and expenses reimbursements of £200 [2021: nil].



The Harley Jae Trust

 info@theharleyjaetrust.org

 theharleyjaetrust.org

Registered Charity Number: 1160377

THE HARLEY JAE TRUST

England & Wales - Charity number 1160377

Accounts

Annual report and financial statements

1 April 2020 - 31 March 2021

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Analysis of Receipts and Payments Account	18

Our reference and administrative information

The Trustees of The Harley Jae Trust present their report and financial statements for the year ended 31 March 2021.

Charity name	The Harley Jae Trust	The Harley Jae Trust is for the public benefit, to contribute to the relief of children in Nottinghamshire, up to the age of 18 who are in need through the suffering of ill health by reason of a life limiting or life changing condition.
Charity registration No.	1160377	
Principal address	Chesterfield House, 1 Station St, Nottingham NG13 8AQ	
Board of Trustees	Joseph Rafter – Chairman Jemma Christian Jason Bailey Adam Cavell Thomas Holmes	February 2015 - current March 2015 - current April 2015 - current January 2018 - current January 2019 - current
Chief Executive Officer	Jenny Gee	May 2019 - current
Advisory Committee	Adelle Frost Carole Taylor	Long Term Ventilation Nurse Specialist Health Play Specialist Paediatric Critical Care/LTV
Policy Committee	Joseph Rafter Thomas Holmes	Chair Trustee
Auditors	Stephanie Beeston-Clarke FCCA Beeston-Clarke Accountants Chartered Certified Accountants 242 Leicester Road Markfield Leicester LE67 9RG	
Bankers	Barclays Bank plc High Street Nottingham	

Structure, governance, and management of the trust

The Harley Jae Trust is a CIO – Foundation Registered 09 Feb 2015.

Trustees (Directors) take overall financial and strategic planning responsibility. The operational management is carried out by our CEO. A yearly development plan is developed by Trustees and CEO.

As we grow as an organisation, we understand every project needs a clear leadership to ensure success. We will ensure establishment of policies and continuous monitoring of proper implementation is in place as we develop as a Non-profit Organization. We will balance the powers of the members (with associated accountability), and their primary duty of enhancing the prosperity and viability of our organisation. We will establish Steering Committees to allow us to deliver projects to their full potential.

Employees and volunteers

The Trustees are responsible for recruiting senior members of staff, overseeing organisational restructuring and risk assessment.

To achieve our purpose and meet our outcomes in 2021/2022 we will endeavour to inspire and enable people of all ethnicity to volunteer.

Risk and Uncertainties

The Trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Objectives and Activities

The Harley Jae Trust's objectives are to improve the lives of children in Nottinghamshire, up to the age of 18 who are living with a life limiting or life changing condition.

Our promise

The Harley Jae Trust has a promise to support the advancement of health, save the lives and improve the care for children living with life limiting and life changing conditions as well as their families.

Our vision

Our vision is to improve the quality of lives of children who suffer from ill health due to life limiting conditions by providing vital health related equipment or other items and services that improve the livelihood or emotional well-being of the child.

We want them to thrive not just survive.



Our Core Values

At The Harley Jae Trust, we believe in the following core values:

- To reduce the length of stays in hospital of children living with life limiting and life changing conditions.
- To transform and improve the lives of children with life limiting and life changing conditions.
- To provide services to improve the wellbeing of children with life limiting and life changing conditions and their families.
- To research and keep up to date with the services that are available and that are required for children living with life limiting conditions and their families.
- To raise awareness of life limiting and life changing conditions that affect children.

How we achieve our core values

- Provide vital equipment that is required to enable a child's discharge and cannot be funded by any other means.
- Provide resources that enhance the health and emotional wellbeing of children with life limiting and life changing conditions.
- Support advancing the care skills of parent/carers and staff working with these children to ensure the best quality of care is received.
- Form relationships with paediatric medical units, in particularly but not exclusive by High Dependency Units and Paediatric Intensive Care Units, Community Nursing Teams, specialised schools, Children's Charities and Children's Hospices.
- Raise public awareness of life limiting and life changing conditions that affect children.

What we do to ensure we can deliver

- Raise funds through supporting and forming fundraising events.
- Approach and welcome but not exclusive to, Individual, Private and Corporate sponsorship and fundraising.
- Apply for funding bids to trusts and foundations that share our values.
- Identify families who require additional support with caring for their child which have resulted as part of their life limiting condition and working directly with them.
- Form relationships to create strong and trusted delivery in our services.

Trustees have had regard to the Charity Commission's guidance on public benefit, and believe that the above activities are in accordance with that guidance.

Our Core Values

Our future

In 2021/2022 we will continue to support new needs to tackle improving the health and wellbeing of children living with life limiting conditions and their families in Nottinghamshire. As well as our 'business as usual' activities our three strategic priorities are:

- To help improve the health care system.
- To help improve the quality of lives.
- To expand our professional development and network.

Our approach to fundraising

This year we will continue to work on our new fundraising strategy by applying for grants to ensure we maintain and meet the urgent need to further improve the lives of our beneficiaries and ensure sustainable growth.

We will adapt our public fundraising to the current climate and ensure we fall in line with our financial plan.



Message from the chair

This year the charity excelled in developing what we do to meet the needs of the current climate. This is in many aspects from our fundraising strategy and gathering research and data to ensure we are successful with this. We ensured close contact with our beneficiaries to keep current with their needs and adapted strategies in order to meet them.

In September we were successful in receiving our first grant towards our continual 'Home Safe' Project. The project 'Home Safe' is to ensure the extremely vulnerable children who are admitted to The Critical and Intensive Care Units in Nottinghamshire are able to get out of hospital and home as soon as possible. The PCCU in Nottinghamshire rely on us to donate to families, essential mobility and sensory equipment so it is safe for them to take their child and their new needs home from hospital. Examples of items that are requested from us, to aid a child's discharge are, specialised pushchairs so vital equipment, such as ventilators can be carried with them at all times. Specialised play mats so it is safe for children to stretch and interact at home. Supportive positioning kits, vital to ensure their correct posture is kept and orca mobile baths so parents can bath their child at home. Covid 19 and the current pandemic has highlighted the importance of this because it is essential for these vulnerable children to be at home as soon as possible so there is minimal risk of covid infection. In turn this frees up hospital beds on the unit that cost the NHS over £1,000 per night.

We have built many new but also strengthened existing relationships in order to stay up to date with our family's needs. One former consultant from The PCCU has supported us this year with evidencing data to support our goals. It is evident our families need support with their overall wellbeing. These families must deal with, the stress of their child's illness, the multiple implications of a stay away from home, whilst also juggling a family with the new government guidelines to consider. They also have to deal with the impact that their child's illness can have on their lives which may need them to move home to suit their child's new needs. The extra pressure families face financially because of this and the current pandemic is having a significant impact on their mental health.

This year we were successful in receiving grants to implement our new wellbeing service to parent/carers and their children. This service was launched in February and looks to improve the following; help prevent overwhelm and burnout of carers, reducing the number of parents unable to care for their disadvantaged child. Improve stress management of parents during stressful situations, resulting in calmer more confident care. Allow disadvantaged children to thrive to their full potential. Reduce feelings of isolation and anxiety by building relationships with likeminded people. Research of reports proves that's mothers of children with a life limiting condition have significantly higher incidence of depression, anxiety and serious mental illness than other mothers.

The Trust this year has maintained a good awareness of our cause through our social media pages and our website this year. This has been satisfactory to the trust as we adapted our marketing strategy this year. We feel it is evident some campaigns work better than others but we look forward to take what we have learnt to into the new year. We successfully carried out virtual events to adapt to the current climate.

On reflection of the last year, we are touched with the overwhelming community support we have received towards our cause. It has been remarkable the number of new connections and avenues that have been opened to take the work what we do from strength to strength. This is from public fundraisers, donors, health and social care professionals and from our beneficiaries themselves. Despite another difficult year it's been incredible to see what difference we can make together.

Joe Rafter
Chairman

Achievements and performance highlights

See some of the notable events from The Harley Jae Trust throughout 2020-21.

Apr 20



Baby bouncers donated to PCCU

Baby Bjorn Bouncers that we donated to The PCCU. These were requested by the play specialists to help enable a different type of play and socialization other than a hospital bed. These are especially useful for those patients that have longer stays on the unit. The covers for these are washable and therefore can be enjoyed again and again.

May 20



Care packs delivered to PCCU

We partnered with Capital One to deliver deodorants, shower gels and hand creams to The PCCU last week. We asked staff what we could do to help comfort them during the high anxieties around the pandemic. These items were a popular request to freshen up whilst in PPE and shower before they head home to help save transmission of the virus to their families. Supporting staff supports them in performing to the best of their ability therefore enhancing the level of care.

May 20



Harley Jae's birthday

The sole heart of our charity would have turned 15 this month. On the day of his birthday, The Harley Jae Trust took fresh food hampers to the parents with children currently having a stay on The PCCU in the hope to shed a little light on their day. The restrictions for family visitors at this time was adding extreme pressure to these families.

Jun 20



We hosted the Rainbow Run

We hosted one of our first virtual events 'Rainbow Run' where children ran 700m from their doorsteps and collectively aimed to run 70,000m. The children managed to raise an incredible £1621.

Jul 20



The Smile Behind The Mask

The HJT provided The PCCU in Nottinghamshire with large laminated photo badges for all their staff. PPE can sadly create communication barriers. Now the patients and families can see the smiles behind their masks creating a more comforting and personal experience.

Aug 20



More care packs!

More toiletry care packs were delivered to The PCCU. Admissions to these wards, are never planned. We partnered with L'oreal who kindly donated items us for this delivery.

Sep 20



Home safe project

A huge Thank you to National Lottery Community Fund, In September we received our first grant which enabled us to continue with our 'Home Safe' project. This is to provide children with life-limiting and life-changing conditions the resources and equipment they need to get them out of hospital and home as soon as possible.

Nov 20



Text giving project

We launched our very first text giving campaign.

Dec 20



Let's zen campaign

We sold self care zen boxes to the public and for each one sold, a zen box got gifted to a family living with a child with life limiting and life changing conditions. Promoting self care. Over 50 boxes were gifted in the community to specialised schools and to The PCCU.

Dec 20



HJT Present dash

We delivered presents to all the children having a stay on The Paediatric Critical Care Unit at QMC this Christmas.

This included unique gifts for each child currently on the unit, glow in the dark blankets, sensory toys, personalised baubles, arts and crafts, lights shows and more but one of our favourites was unique personalised milestone cards for those children having long stays on the unit, some of whom have not yet been home... Capturing those special moments can be priceless.

Jan 21



Danielle joins the team!

We recruited for a new position to assist with project delivery. In January 2021 we welcomed Danielle Walker.

Feb 21



Stronger together

The Harley Jae Trust were happy to launch our new well-being sessions available to parent/carers of children living with life limiting or life changing conditions.

This created a relaxed space where parents/carers can enjoy sometime with people that face similar experiences and leave feeling refreshed, restored and revitalised.

Mar 20



New sensory sessions

We held our first parent and child sensory play sessions. We loved to see those cheeky faces smiling.

Our future

In 2021/2022 we will continue to support new needs to tackle improving the health and well-being of children living with life limiting conditions and their families in Nottinghamshire.

As well as our 'business as usual' activities our three strategic priorities are:

- To help improve the health care system.
- To help improve the quality of lives.
- To expand our professional development and network.

Our approach to fundraising

This year we will continue to work on our new fundraising strategy by applying for grants to ensure we maintain and meet the urgent need to further improve the lives of our beneficiaries and ensure sustainable growth.

We will adapt our public fundraising to the current climate and ensure we fall in line with our financial plan.

Financial review

Our events and fundraising activities were severely affected by the Covid19 pandemic, however we were able to diversify and were awarded some grant funding and we achieved a total income of £27,754 (2020: £43,279).

Our donations to the ward, transitioning children home and supporting them in the community are a response to need, and in the year the spend reduced to £6,291 (2020: £11,948).

General overheads were higher in the year £19,015 (2020: £10,770) with a significant increase in staff costs to help deliver the Wellbeing Service and Home Safe project.

This left us with an overall net spend in the year to 31 March 2021 of £2,728 (2020: £5,545), which is reflected in the reduced bank balance.

At 31 March 2021 £4,367 (2020: £nil) was held in restricted funds and £16,231 (2020: £23,326) unrestricted and available for use towards the general objectives of the charity.

Gift Aid of £4,878 has been received in the year for the period to 31 March 2019. The claim for the year to 31 March 2020 and 31 March 2021 have not yet been finalised and no estimate is currently available for the value.

Liabilities at the year-end relate to staff March salaries that were paid in April, and accounts preparation and independent examination fees.

Reserves Policy

The Reserves are set at £15,444 of unrestricted funds. This enables The Harley Jae Trust to operate for 6 months without any additional funding.

We raised

£27,754

**through donations,
grants and events!**

Trustees' responsibilities in relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & 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 then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature	
Full name	Joseph Rafter
Position	Chairman
Date	27 Jan 2022

Independent Examiner's Report to the Trustees of The Harley Jae Trust

I report to the trustees on my examination of the accounts of the The Harley Jae Trust for the year ended 31 March 2021, which are set out on pages 16 to 22.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts as required under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

- [1] accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- [2] that accounts do not accord with those records; or
- [3] that accounts 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 the 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 accounts to be reached.



Stephanie Beeston-Clarke FCCA
Beeston-Clarke Accountants
Chartered Certified Accountants
242 Leicester Road
Markfield
Leicester
LE67 9RG

31 January 2022

Receipts & payments account

For the year ended 31 March 2021

	Note	2021 Unrestricted funds			2020 Unrestricted funds		
		Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Receipts	1						
Grants		2,500	11,000	13,500	-	-	-
Donations & Events		14,219	-	14,219	43,091	-	43,091
Other income		35	-	35	188	-	188
Total receipts		16,754	11,000	27,754	43,279	-	43,279
Payments	1						
Charitable activities							
Donations		6,291	3,036	9,327	11,948	-	11,948
General overheads		15,418	3,597	19,015	10,770	-	10,770
Other		900	-	900	191	-	191
Costs of generating funds							
Other income		1,240	-	1,240	25,915	-	25,915
Total payments		23,849	6,633	30,482	48,824	-	48,824
Net receipts/(payments)		(7,095)	4,367	(2,728)	(5,545)	-	(5,545)
Cash funds @ 31.3.2020	2	23,326	-	23,326	28,871	-	28,871
Cash funds @ 31.3.2021	2	16,231	4,367	20,598	23,326	-	23,326

Statement of assets & liabilities

As at 31 March 2021

	Note	2021 Unrestricted funds			2020 Unrestricted funds		
		Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Cash Funds							
Cash at bank		16,231	4,367	20,598	23,326	-	23,326
Total cash funds & other monetary assets		16,231	4,367	20,598	23,326	-	23,326
Debtors							
Gift aid claim		-	-	-	4,878	-	4,878
Stock - Merchandise		594	-	594	-	-	-
		594	-	594	4,878	-	4,878
Liabilities							
Independent Examination		500	-	500	500	-	500
Suppliers		-	-	-	1,098	-	1,098
Salaries*		1,160	773	1,933	-	-	-
		1,660	773	2,433	1,598	-	1,598

* March 2021 salaries paid in April 2021

The receipts & payments accounts were approved by the Trustees on 27 Jan 2022 and were signed on their behalf by:



Joseph Rafter
Chairman

Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account

Analysis for the year ended 31 March 2021

	2021 Unrestricted funds			2020 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Receipts						
Grants						
Lady Hind Trust	-	5,000	5,000	-	-	-
National Lottery	-	6,000	6,000	-	-	-
Nottingham City Council	2,500	-	2,500	-	-	-
	<hr/>			<hr/>		
	2,500	11,000	13,500	-	-	-
Donations						
Monthly	3,447	-	3,447	1,825	-	1,825
One off	1,056	-	1,056	109	-	109
Charity collection boxes	12	-	12	1,143	-	1,143
Gift Aid Received	4,878	-	4,878	-	-	-
	<hr/>			<hr/>		
	9,392	-	9,392	3,077	-	3,077
Events						
Present dash	-	-	-	1,667	-	1,667
Charity ball	1,000	-	1,000	12,531	-	12,531
Mount Snowdon	180	-	180	1,140	-	1,140
Golf days	-	-	-	3,846	-	3,846
Let's Zen	430	-	430	-	-	-
Run the rainbow	1,591	-	1,591	-	-	-
Christmas Text	164	-	164	-	-	-
	<hr/>			<hr/>		
	3,365	-	3,365	19,184	-	19,184

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Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2021

	2021 Unrestricted funds			2020 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Fundraising						
Charity ball auctions	-	-	-	11,220	-	11,220
Event day fundraising	-	-	-	1,981	-	1,981
Funds raised by others and donated to HJT	-	-	-	7,629	-	7,629
Christmas Raffle	575	-	575	-	-	-
Zoom DJ Set	887	-	887	-	-	-
	<hr/>			<hr/>		
	1,462	-	1,462	20,830	-	20,830
Merchandise						
Clothing & accessories	35	-	35	188	-	188
	<hr/>			<hr/>		
	35	-	35	188	-	188
	<hr/>			<hr/>		
Total receipts	16,754	11,000	27,754	43,279	-	43,279

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Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2021

	2021 Unrestricted funds			2020 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
Payments						
Donations & Grants						
Wellbeing Service	-	1,219	1,219	-	-	-
Home Safe Project	-	1,817	1,817	-	-	-
Transitions home	2,992	-	2,992	8,524	-	8,524
Ward	3,148	-	3,148	3,072	-	3,072
Community support	151	-	151	352	-	352
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	6,291	3,036	9,327	11,948	-	11,948
Merchandise						
Accessories	900	-	900	191	-	191
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	900	-	900	191	-	191
Fundraising costs						
HJT Events	84	-	84	21,215	-	21,215
Marketing	1,075	-	1,075	3,133	-	3,133
Other fundraising	81	-	81	1,567	-	1,567
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	1,240	-	1,240	25,915	-	25,915

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Notes to the Receipts & Payments Accounts

1. Detailed receipts & payments account (Continued)

Analysis for the year ended 31 March 2021

	2021 Unrestricted funds			2020 Unrestricted funds		
	Unrestricted funds	Restricted Funds	Total	Unrestricted funds	Restricted Funds	Total
General overheads						
Office costs	339	-	339	1,576	-	1,576
Rent	2,200	-	2,200	800	-	800
Staff costs	10,011	3,597	13,608	7,825	-	7,825
Subscriptions	253	-	253	138	-	138
Accountancy/Payroll	1,000	-	1,000	-	-	-
IT Software	558	-	558	-	-	-
Giving Platform Charges	101	-	101	-	-	-
Coaching	334	-	334	-	-	-
Insurance	622	-	622	431	-	431
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	15,418	3,597	19,015	10,770	-	10,770
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total payments	23,849	6,633	30,482	48,824	-	48,824
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net receipts/(payments)	(7,095)	4,367	(2,728)	(5,545)	-	(5,545)

2. Funds analysis

Analysis for the year ended 31 March 2021

	B/fwd 1 April 2020	Income	Expenditure	C/fwd 31 March 2021
Restricted funds				
Lady Hind Trust	-	5,000	3,554	1,446
National Lottery	-	6,000	3,079	2,921
	-	11,000	6,633	4,367
Unrestricted funds	23,326	16,754	23,849	16,231
Total funds	23,326	27,754	30,482	20,598

3. Restricted Grants

Lady Hind Trust

Funding for a Well Being Service for parent/carers of children living with life limiting or life changing conditions.

National Lottery

Funding for the Home Safe project - Providing children with life-limiting and life-changing conditions the resources and equipment they need to get them out of hospital and home as soon as possible.

4. Related Parties

Footsteps to Futures Ltd

Trustee J Rafter is a director of Footsteps to Futures Ltd. During the year, donations were received from Footsteps to Futures of £2,166 (£2020: £100). Payments were made to Footsteps to Futures Ltd for rent of £2,200 (2020: £800) and wages for a secondment placement £4,178 (2020: £7,825).



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