



Trustees' Annual Report for the period

	Period start date				Period end date		
	01	01	2020		31	12	2020
From				To			

Section A Reference and administration details

Charity name	Room to Reward CIO
Other names charity is known by	N/A
Registered charity number (if any)	1160675
Charity's principal address	Harbour House, 60 Purewell, Christchurch Postcode BH23 1ES

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Guile	Trustee		David Guile
2	Robert Lowndes	Trustee		Robert Lowndes
3	Nicolas Roach	Trustee (Chair)		Nicolas Roach
4	Timothy Stuart Nealon	Trustee	Appointed 07/06/2021	Timothy Stuart Nealon
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Solicitors	Lester Aldridge	Russel House, Oxford Road, Bournemouth, BH8 8EX
Accountant	TC Group	10 Bridge Street, Christchurch, Dorset, BH23 1EF

Name of chief executive or names of senior staff members (Optional information)

Adam Terpening

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustee may be appointed when there is a quarterly trustee meeting and all the existing trustees must be in full agreement with any appointment.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The CIO is constituted under its constitution dated 26th February 2015.

Recruitment of trustees

The power of appointment of new trustees is vested in existing trustees. All trustees must agree on any new appointments.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The Charity, through their Hotel and charity partners, offers a break of up to two nights' accommodation in Hotels to unsung Hidden Heroes within Registered Charities and Voluntary organisations. They are volunteers who have made a selfless contribution in caring and looking after others and have also contributed hugely to the work of the registered charity or Groups for which they volunteer.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Room to Reward actively approaches both independent and group hotels to become hotel partners so they can donate anticipated unsold rooms in the form of a short break to the approved hidden hero.

Extending our hotel partners will give the approved hidden hero, once they have been approved, a wider choice of locations and better opportunity for a free hotel stay to be granted.

Once a hotel has agreed to become a partner, they are given the opportunity to nominate two local charities or national charities that they would like Room to Reward to approach. This has been a successful way of recruiting hotel partners and contacting registered charities to join as partners.

Room to Reward obviously also allows other registered charities to nominate one of their heroes in the normal way.

Room to Reward can confirm that the trustees are fully aware of their responsibilities and fully understand the objectives of the charity.

The trustees have had regard to the Charities Commissions guidance on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

In January, February and early March 2020, Room to Reward rewarded 44 nominated volunteers with a break.

We had 24 hotel partners join the scheme during this time,(554 Cumulative 2015-20) and the partners granted over £79,000 worth of complimentary stays during the year (£673,905 Cumulative 2015-20) from unsold rooms.

50 Charity partners joined the scheme during this time (589 Cumulative 2015-20). We engage with regional, national and international charities as well as not for profit organisations. Our awards have been used to recognise the work of any and all types of volunteers, from fundraisers to end of life palliative carers, administrative volunteers to animal fosterers, art therapists to youth mentors.

184 breaks were booked to be taken in 2020.

Due to the impact of COVID-19, Room to Reward was put on pause following the announcement of the first lockdown in March 2020. The team were placed on furlough and the charity's operations suspended. This remained the case for the rest of the year, with the exception of one month when one staff member returned to complete fundraising applications. One redundancy and two other employees were terminated with under 2 years service.

Over 100 breaks were cancelled because of COVID and the charity's operations remained on pause until April 2021.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity aims to have £17,000 of funds in reserves by the end of 2021, rising to £22,000 by the end of 2022.

At the year end the charity held reserves of £7,453.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity prepares receipts and payments accounts.

Total income for the year was £75,425 (2019: £78,986) of which £nil was restricted. The charity was able to use restricted reserves brought forward during the year and all funds carried forward are unrestricted.

Expenses fell during the year, with charitable activities being forced on hold for a period of 2020 due to the Covid-19 pandemic.

At the end of the reporting period the charity held cash funds of £7,453 (2019: £17,080).

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

29/10/21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Room to Reward

1160675

Receipts and payments accounts

CC16a

For the period
from

01-Jan-20

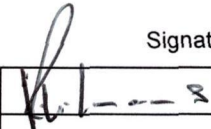
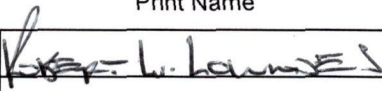
To

31-Dec-20

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	33,866		-	33,866	78,629
Fundraising activities	-		-	-	357
Government Grants	41,559		-	41,559	-
			-	-	-
			-	-	-
			-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	75,425	-	-	75,425	78,986
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	75,425	-	-	75,425	78,986
A3 Payments					
Marketing and event costs	350		-	350	1,566
Fundraising costs	-		-	-	1,104
Award Plaques	2,651		-	2,651	4,254
Net Wages and recruitment	54,786		-	54,786	50,151
PAYE/NIC	18,032		-	18,032	15,104
Pensions	3,765		-	3,765	2,931
Travel and subsistence	831		-	831	2,277
Website costs	894	750	-	1,644	463
Printing, postage and stationery	103		-	103	528
Sundry	-		-	-	250
Subscriptions	50		-	50	110
Insurance	224		-	224	329
Direct costs	457		-	457	-
Professional fees	1,840		-	1,840	-
	-	-	-	-	-
Sub total	83,983	750	-	84,733	79,067
A4 Asset and investment purchases. (see table)					
Laptop	319	-	-	319	319
	-	-	-	-	-
Sub total	319	-	-	319	319
Total payments	84,302	750	-	85,052	79,386
Net of receipts/(payments)	- 8,877	- 750	-	- 9,627	- 400
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,330	750	-	17,080	17,480
Cash funds this year end	7,453	-	-	7,453	17,080

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank	7,453	-	-
		-	-	-
		-	-	-
	Total cash funds	7,453	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
				29/10/21



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Room to Reward

**On accounts for the year
ended**

31 December 2020

**Charity no
(if any)**

1160675

Set out on pages

1 to 8

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

**Responsibilities and
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

29/10/2021

Name:

Lucy Filer

**Relevant professional
qualification(s) or body
(if any):**

Chartered Accountant

Address:

TC Filer Knapper, 10 Bridge Street, Christchurch, Dorset
BH23 1EF

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.