

**HEARTBEAT NORTHWEST CARDIAC CARE
(A COMPANY LIMITED BY GUARANTEE)
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2020**



Registered Charity No: 1168850

Company No: 10195311

Azets Audit Services
Statutory Auditor
Charter House
Pittman Way
Fulwood
Preston
PR2 9ZD

HEARTBEAT NORTHWEST CARDIAC CARE CONTENTS

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HEARTBEAT NORTHWEST CARDIAC CARE
REPORT OF THE TRUSTEES – LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31st DECEMBER 2020

Charity Number	1168850
Company Number	10195311
Patrons:	Somnath Kumar Ranvir Singh Derek Smith
Directors and trustees:	Jackie Wilding (Chair) Joe Mallabone (Treasurer) John Dent Jeannie Hayhurst Nigel Sharples Beryl (Bunty) Knowles Christopher McCann
Chief Executive:	Louise Bache
Secretary:	Caroline Dransfield
Clinical Director:	Dr Stewart Jones

HEARTBEAT NORTHWEST CARDIAC CARE
REPORT OF THE TRUSTEES – LEGAL AND ADMINSTRATIVE INFORMATION
FOR THE YEAR ENDED 31st DECEMBER 2020

Registered Office: Heartbeat Northwest Cardiac Care
Preston North End Stadium
Sir Tom Finney Way
Preston
Lancashire
PR1 6PA

Bankers: Royal Bank of Scotland Plc
97 Fishergate
Preston
PR1 2DP

Shawbrook Bank Limited
Lutea House
Warley Hill Business Park
Brentwood
Essex
CM13 3BE

Scottish Widows Bank
PO Box 883
Leeds
LS1 9TY

Legal Advisors: Vincents Solicitors
72 Liverpool Road
Penwortham
Preston
PR1 0DQ

Financial Advisors: Mattioli Woods Plc
Lanson House
Winckley Gardens
Mount Street
Preston
PR1 8RY

Auditor: Azets Audit Services
Statutory Auditor
Charter House
Pittman Way
Fulwood
Preston
PR2 9ZD

The trustees are pleased to present their annual directors' report and the financial statements of the charity for the year ended 31st December 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Legal and administrative information set out on pages 2 and 3 form part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 1st January 2019).

Structure, Governance and Management

Heartbeat Northwest Cardiac Care is a company limited by guarantee governed by its Memorandum and Articles of Association dated 11th May 2016. It is registered as a charity with the Charity Commission. Trustees are elected from the membership at each Annual General Meeting. The trustees meet regularly at the charity's administrative offices at Sir Tom Finney Way and carry out the governance of the affairs of the charity. During 2020 many of the trustee meetings have been held via Zoom. The trustees are permitted to appoint officers to act in the day to day management of the charity.

Anyone over the age of 18 who has signed a written declaration confirming support of the objectives and willingness to become a charity trustee of the charity can become a member of the company and there are currently 7 members (7 in 2019), each of whom agrees to contribute £1 in the event of the charity winding up.

The trustees must hold at least two meetings each year. A quorum at a meeting of the trustees is at least two or one third of the trustees in office, whichever is the greater. A meeting of the trustees may be held either in person or by suitable electronic means agreed by the trustees in which all participants may communicate with all the other participants, but at least one meeting in each year must be held in person.

Any issue may be determined by a simple majority of the votes cast at a meeting, but a resolution in writing agreed by all the trustees entitled to receive notice of a meeting is as valid as a resolution passed at a meeting. Every trustee has one vote on each issue but, in the case of equality of votes, the chair of the meeting has the casting vote.

Appointment of Trustees

As set out in the Articles of Association the chair of the trustees is nominated by the trustees. There must be a minimum of three trustees. One third (or the number nearest one third) of the trustees must retire in each year at an Annual General Meeting (AGM), those longest in office retiring first and the choice between any equal service being made by drawing lots. A retiring trustee who is eligible may be reappointed. No trustee may serve more than two three year terms of elected office, unless by exception the trustees permit an additional term of office for such period as they shall determine, but not exceeding three years. Any time served as a co-opted trustee shall not count when calculating periods of office as a trustee.

The trustees may at any time co-opt any individual who is eligible as an additional trustee, but a co-opted trustee holds office until the end of the AGM held after their appointment.

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Jackie Wilding	Chair
Joe Mallabone	Treasurer
John Dent	
Jeannie Hayhurst	
Nigel Sharples	
Beryl (Bunty) Knowles	
Christopher McCann	

Organisation

The trustees are responsible for the governance and strategic leadership of the charity, ensuring Heartbeat Northwest Cardiac Care devotes maximum resources and assets towards meeting its objectives. None of the trustees have any beneficial interest in the charity other than using its services.

The operational management of the charity is delegated to the Chief Executive Officer and the trustees ensure that the delivery is in accordance with the charity's aims and objectives by a number of internal controls which also provide appropriate reassurance against material misstatement or loss. The procedures include:

- Revision of the 5 year strategic plan and preparation of an annual budget for the consideration of trustees
- Regular review of financial performance by the Finance Committee against the annual budget
- A robust relationship with the Chair of Trustees promoting open communication and regular feedback
- Comprehensive documented financial controls which govern all aspects of the financial management of the charity
- Risk management formally managed using a risk register, reviewed by the trustees at least every 6 months

Induction and Training of Trustees

Trustees are recruited via several methods including internal / external adverts, press and recommendation. New trustees are welcomed to Heartbeat Northwest Cardiac Care by the Chief Executive Officer who commits significant time to provide the trustee with a comprehensive induction to the charity. New trustees are introduced to the management team and then introduced to all available colleagues. The Chief Executive Officer spends time introducing all aspects of governance and the role and responsibilities of trustees. As part of the induction, the Chief Executive Officer provides an overview of the operational aspects of the charity, organisational structure, format of trustee meetings, ensures he/she is accessible to trustees for enquiries, feedback or concerns throughout the year and ensures that each new trustee has a copy of the Heartbeat Northwest Cardiac Care Trustee guidelines booklet.

This contains information relating to the governance, structure and legal requirements of the charity, background information and an overview of the role of a trustee and board. This information is monitored and continually reviewed in accordance with the charity commission's recommendations.

Budget and Remuneration Committee

A budget and remuneration committee was established at the behest of the trustees and is chaired by the Treasurer, Joe Mallabone. The Committee advises on Heartbeat Northwest Cardiac Care financial affairs and reports directly to the trustees. There is a separate remuneration committee that reviews and determines the salary of the Chief Executive Officer. All other salaries are reviewed annually by the Chief Executive Officer and normally increased in accordance with average earnings.

Key Management Personnel

The trustees consider the trustees, Chief Executive Officer and the Head of Finance as comprising the key management personnel of the charity.

HEARTBEAT NWCC ORGANAGRAM 2020

Board of Trustees

Budget and Remuneration Committee

Clinical Director
Stewart Jones

Chief Executive Officer
Louise Bache

**FUNDRAISING AND
LOTTERY**

Sessional Testing Doctors
Dr Stewart Jones
Dr Jeremy Hann

Head of Finance
Caroline Dransfield

Head of Fundraising
Michelle Hunt

SERVICES

Cardiac Physiologists
Debbie Crossley
Jo Duff

**Head of Training and
Education**
Sian Percival-Edwards

Fundraising Officers
Lisa Riding
Lynn Preston

Nurse
Lorraine Hope

**Healthy Lifestyles
Engagement officer**
Kieran Turner

Lottery Officer
Karen Gildert

Patient Support Officers
Rebecca Ellis
Sam Frankland

Operations Manager
Carl Martinez

Reception
Jo Widdows
Samim Patel

**Heartbeat Fitness
Instructors**
Jackie Lowry
Roger Berry
Julia Gardham
Debbie Dasse
Charlotte Flynn
Matthew Tidswell
Steve Jenkinson

Sessional Fitness instructors
6 instructors

Objectives and Activities for the Public Benefit

Aims and Purposes

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit, including the guidance 'Public benefit: running a charity (PB2)' when reviewing the charity's aims and objectives and in planning future activities.

The main aim and purpose of Heartbeat Northwest Cardiac Care is to apply the money as it accumulates (through various forms of fundraising) in furtherance of improving the health of the population of the North West of England with particular regard to coronary heart disease (CHD), stroke, cardiovascular and pulmonary conditions.

In particular as stated in the Memorandum and Articles:

Objectives

- a) The financial support to continue and further the work of cardiac rehabilitation within the area of benefit.
- b) The financial support of the Cardiac Rehabilitation Care and its associated rehabilitation programmes.
- c) The financial support, where appropriate, of health education and health screening in relationship to heart disease.
- d) The financial support of such schemes and the grant of such requests as the Association may deem appropriate and which are consistent with the objectives of the Association.

The "area of benefit" as referred to above collectively as the North West of England, includes the geographical counties of Lancashire, Cumbria, Cheshire, Greater Manchester and Merseyside.

Vision

All people affected by coronary heart disease in the North West of England have access to support and services which enable them to rebuild their lives.

Mission

Heartbeat is committed to the fight to reduce the impact of coronary heart disease in all our communities within the North West of England through rehabilitation, information and advice, education, and lifestyle support.

Overview of Activities of the Charity

Heartbeat Northwest Cardiac Care is a well-established local heart charity that has been providing heart rehabilitation, clinical testing, holistic support, education, and heart disease prevention work to Lancashire residents since 1978. Based in Preston, Heartbeat operates a central bespoke heart centre located on-site at Preston North End (PNE) football club as well as a number of community-based outreach classes.

The Team consists of 23 employed staff, 2 General Practitioners (GPs), 1 National Health Service (NHS) Nurse, a Clinical Director and a range of volunteers who support the charity. The charity has been self-funding since 1978 supporting thousands of local residents.

Cardiovascular diseases (CVD), sometimes referred to as circulatory diseases, are diseases of the heart and blood vessels, including coronary heart disease (CHD), heart attack and stroke. CVD is caused by reduced blood flow to the heart, brain or body caused by atheroma or thrombosis and is common in people aged over 60.

The latest recorded prevalence figures (QoF 2018/19) show that the prevalence of coronary heart disease (all persons, all ages) in the Lancashire and South Cumbria ICS area (3.9%), higher than England (3.1%). Interestingly the long-term rate of premature mortality (under-75 years) is declining in the Lancashire area (81.4 per 100,000 persons) although this trend has slowed over recent years. It remains significantly higher than England (71.7) (2016-18).

Heartbeat Northwest Cardiac Care services are available to heart patients at any stage, in addition to those identified as at high risk of developing cardiovascular disease, for example, obese or overweight patients, those with high blood pressure, stroke survivors, diabetics, Chronic Obstructive Pulmonary Disease (COPD) patients, smokers, alcohol misusers and those living an unhealthy or sedentary lifestyle.

The charity provides:

Testing

Exercise tolerance/treadmill tests
24 hour blood pressure monitors
24 hour electrocardiogram (ECG)
Private health testing

Training/Education

First aid training
Defibrillator training
Student placements
Schools programme
Community awareness programme

Rehabilitation and Prevention

Cardiac patient assessment post NHS pathway
Cardiac prevention and rehabilitation exercise programme
Cardiac health and lifestyle programme
Mental and social wellbeing support
Peer support

Fundraising and Community Events

Sponsored events
Fundraising events
Heartbeat Lottery
Social events for heart patients and families
Walks, runs and cycle-rides held annually

The charity currently operates 07:00 to 19:00 Monday to Friday with some Saturday events. During 2020 we have had to close for much of the year whilst conforming with government guidance.

The charity has established relationships with NHS cardiac nurses in Preston and Chorley, local cardiac, stroke and vascular teams, a number of leisure centres and gymnasiums who provide facilities for classes as well as local charities, GP surgeries and health improvement providers.

A personal Story

My Heartbeat Story - Julian Edghill

Like many other Heartbeat members, my introduction was directly after two sets of two stents fitted in March and May 2014 at Blackpool Victoria Hospital. I followed the suggested hospital-led Cardiac Rehabilitation Classes – after which it was recommended that I join Heartbeat.

I have to admit at this stage, prior to my cardiac issues in 2014, I was a stranger to the gym, and to exercise in general. Never a “sporty type”, and an ex-smoker in a sedentary job – I was textbook type-cast to expect cardiac problems. I’m not alone in thinking that I was invincible ...heart problems were never on my radar! I also have other health issues, which affect mobility and other aspects of daily life.

Fast forward to 2021 and I can look back on five happy years with Heartbeat!and what a tremendous personal change I have experienced! My other health issues remain, but with a positive attitude encouraged by Heartbeat (and their inspiring “can do” thinking) they are now in perspective.

I must say that to get the best out of Heartbeat, members need to accept that even Heartbeat can’t provide classes that will suit every individual. I live in Croston and retired on medical grounds – so was able to choose where and when I attended Heartbeat. I started at Clayton Green, enjoying the classes. However, an integral part of the class was Badminton, and joining in with this used to bring on my angina attacks. Speaking to Heartbeat HQ, I was able to move to a gym based Deepdale class – which I also enjoyed. It was during this class when our regular instructor was unavailable, and another instructor took the class. I then discovered that there was a class at Burscough, just five miles from where I live. So that’s where I went – and stayed (until Coronavirus appeared and created the chaos, we have all lived with for nearly a year now)!

I am looking forward to going back to Burscough Class when it is safe to do so. In the meantime, I am enjoying a variety of the online YouTube classes offered by Heartbeat during Lockdown. I’m fortunate that my wife can join in with me, I know that not everyone is in that situation. I do the Warm-up, choose a class to follow, then I do the Cool-down – all at the times / days I would have been at Burscough Class. (This helps with focusing my commitment). There are some interesting lifestyle YouTube presentations on Heartbeat’s channel. Also, as my mobility is affected from time to time – Jackie Lowry’s Chair based exercises have been wonderful.

The social side of attending class is sadly missed right now, but we have an active WhatsApp Group, and we keep in contact with one another by telephone, to try and support each other. I have been Shielding since 23 March 2020, and despite being fortunate enough to have had my first vaccination, my shielding will continue until at least 31 March 2021, or so I have been told.

I can’t speak too highly of Heartbeat, and along with my Cardiologist, I credit the Heartbeat team with bringing about a recovery and keeping me motivated and positive. I don’t keep this information to myself, I have shared it with my Cardiologist, Rheumatologist and my GP.

Once Lockdown Restrictions are lifted, and Heartbeat have assessed that it is safe to return to class, I am looking forward to re-joining and to many more years of involvement! Although the entire Heartbeat Team are superb, my Burscough Instructor – Debbie Dasse has a knack in getting the very best out of “The Burscough Bunch” individually and as a group.

Our Services

Cardiac rehabilitation after myocardial infarction (heart attack) or cardiac surgery has two main aims:

1. To help people to recover from the physical and psychological effects of their heart condition.
2. To try to increase the length and quality of life by:
 - Reducing the numbers of patients smoking
 - Reducing blood pressure where this is a factor
 - Reducing cholesterol where this is a factor
 - Reducing the numbers of patients who are considered obese or overweight
 - Increasing the number of patients who take regular exercise
 - Helping with the support and effects of patients diagnosed with diabetes

Initial Assessment

Heartbeat Northwest Cardiac Care provides a unique testing service for anyone wishing to join one of the cardiac rehabilitation and prevention exercise sessions. Prior to joining a class people undergo a thorough medical assessment in a friendly and comfortable environment to assess their exercise capacity and suitability for the exercise programme, to exclude any underlying cardiac problems and to set a suitable individual target heart rate for them to work to. This is carried out by the charity's team of healthcare professionals who can provide advice and support. Heartbeat Northwest Cardiac Care has invested in highly specialised medical equipment which provides a selection of specialised investigatory tests.

The initial assessment typically includes a physical examination, a resting ECG, an Exercise Treadmill Test (ETT) which provides essential information regarding the level of exercise recommended as part of the individual exercise programme, together with lung function tests.

Other tests carried out at Heartbeat Northwest Cardiac Care are Pre-Operative Cardiopulmonary Exercise Testing (CPEX), 24 hour ECG monitoring, 24 hour blood pressure monitoring and cardiac event monitoring.

Occasionally 'treadmill' test results are provided by the hospital when possible or appropriate. In this instance people can then join a cardiac rehabilitation session once their results have been reviewed by one of the charity's healthcare team without the necessity for a further initial Exercise Treadmill Test.

Heartbeat Northwest Cardiac Care offers exercise sessions to people who are considered by their Physician to be at high risk of developing vascular disease. This group of people also attend for an initial Exercise Treadmill Test prior to identifying a suitable Heartbeat Northwest Cardiac Care exercise session and have now been included in the 'initial Exercise Treadmill Test' figures.

Interim Testing

All Heartbeat Northwest Cardiac Care participants have their progress monitored, after the initial treadmill test a repeat treadmill is carried out 9 months later to measure progress.

Private Testing

People are sometimes referred to Heartbeat Northwest Cardiac Care who have not had a heart problem, for example for insurance purposes, or as part of their terms and conditions of employment. In these circumstances Heartbeat requests the individual to pay a financial contribution.

People attending rehabilitation programmes

Monitoring Heartbeat Northwest Cardiac Care rehabilitation classes has proven that many people can achieve a greater level of general fitness after a cardiac event than they had before the event. Other people who suffered a more severe cardiac event can be helped to achieve their optimum, if limited, fitness level. This gives them the greatest chance of returning to an active and enjoyable life.

A supervised and controlled exercise class provides a safe and reassuring environment. The psychological effects of a cardiac event can equally be as great a problem as the physical disability. People often need support with both aspects of their illness.

All people attending the charity's cardiac rehabilitation exercise sessions are supervised by Heartbeat Northwest Cardiac Care British Association for Cardiac Prevention and Rehabilitation (BACPR) accredited Fitness Instructors.

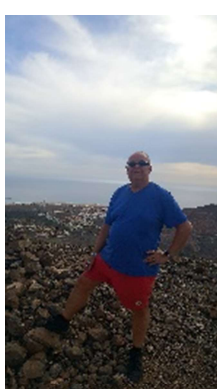
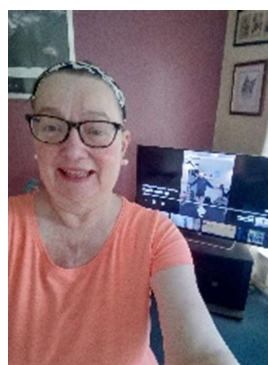
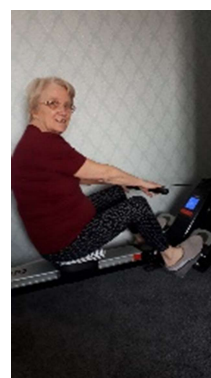
Heartbeat at Home

During the COVID-19 pandemic we moved many of our services online to allow our class members to continue their fitness journey. Here is a review of the work we have completed.



HEARTBEAT NORTHWEST CARDIAC CARE
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A few of our class members exercising from home.



Here are a few messages we have received from our class members during lockdown.

“Just a word of thanks for your continuing efforts to support us through these difficult times. Its really good to know that you guys are there! Heartbeat has made a massive positive contribution to my wellbeing. My family and I are very grateful. I have been doing most of the provided exercises shown on YouTube and will continue to do so until normality is restored”.

“Thanks for the videos they are great. Missing the gym so much. I am so grateful for the efforts that you are all putting in for us. Stay safe and I look forward to seeing all my Heartbeat friends again as soon as we are allowed to meet up”.

“Well done to all at the Heartbeat team, you really add do an amazing job. I would personally like to thank you, my husband has been coming to Heartbeat for a number of years, and to know there are truly dedicated people there looking out for him and others is wonderful. I know he absolutely loves coming to the gym. Thank you again”.

“Just a quick note to let you know how much I am enjoying the home exercise videos I am doing some each day.

Just to say thank you for encouraging me to do something that I would never have done without the incentive you gave me, YAHOO!! I completed the 100k in May by walking and it felt so good.

Thanks for the latest exercise routine and for all your continuing encouragement.

Thank you all so much for all you are doing for the Heartbeat family.

Achievements and Performance

During 2020 Heartbeat Northwest Cardiac Care followed government guidance and had to close their doors. This has not stopped us providing support to our class members with our newly developed Heartbeat at Home Programme.

We are thankful to all the companies we applied to for funding as these grants supported our programme that provided exercise, regular contact, wellbeing guidance and nutrition support to all our class members to access from home.

Sadly the number of class members taking part in our programmes has decreased during the period from 980 to 916 per week. We have had to cease many of our programmes especially training and education.

Summary of Performance

Referrals

In 2020 we saw a huge decrease in referrals overall from 688 last year to 303 this year. But on a positive note to this we now have over 100 people waiting to access our services when it is safe to do so. In preparation of this we have reviewed all our testing protocols.

Training and Education

This has been a very difficult year for training and education. We were planning to expand and deliver more in schools, but we have not been able to work in schools and provide any training. Our training sessions have also had to be restricted as they are very practical workshops.

7 educational sessions were delivered to:

- ✓ 300 children in 4 primary schools
- ✓ 25 adults in 1 community workshop

First aid sessions were delivered across the North West:

- ✓ 17 first aid sessions were delivered to medical professionals
- ✓ 4 first aid sessions for industry
- ✓ 3 Heartstart sessions

Services

The number of class members on our programme in December 2020 was 916, which is a drop of 64 in comparison to 2019. This is due to a lack of referrals throughout the year. We know that these figures will increase again, and we understand that some of the people who have left us due to ill health, some are scared to come back and others have found their confidence to return to training on their own.

Volunteers

In 2020 our volunteers completed 8 store collections and although we had a full year of collections planned we could not continue with this area of fundraising. In the future we think that this will be a very competitive area of fundraising as many Charities are applying to stores to complete this type of fundraising.

In 2014 Heartbeat established the Members' Advisory Group (MAG) recruiting class members to form a group with regular meetings to capture feedback from those accessing Heartbeat services. The group is now fully formed, but throughout 2020 only managed to meet once due to COVID-19 restrictions.

Lottery income

The 'Heartbeat Lottery' consists of both Heartbeat and beneficiary playing members. Beneficiary players are from other charities and fundraising groups. All playing members are part of the same prize pool. A fixed management fee is agreed with beneficiaries. The 'Heartbeat Lottery' currently includes the following beneficiaries:

- ✓ Preston North End, Chorley, and Bamber Bridge Football Clubs
- ✓ Headway, a brain injury association
- ✓ Cardiac Rehab, Basingstoke
- ✓ Rainbow House, a charity that provides Conductive Education
- ✓ Space Centre, provides a multi-sensory environment for anyone with special needs
- ✓ Preston Community Transport, provide transport for those who cannot use regular public transport
- ✓ FOMO, friends of Mulanje orphans
- ✓ Dig In, down to earth support for the Military and Blue light community
- ✓ Dance Syndrome, dancer led, disability inspired inclusive arts programme

Lottery income from Heartbeat playing members fell by £43,830 (11.33%) compared to £14,142 (4.17%) in the previous year. Lottery income from beneficiary playing members fell by £11,950 (12.25%) compared to £2,367 (1.47%) in the previous year.

Donations and Legacies

Income from donations and legacies has increased from £144,188 to £395,721. The increase is due to government grants in the form of furlough claims totalling £141,565. Legacy income reduced from £23,657 to £1,588.

Attendance at Heartbeat Cardiac Rehabilitation Classes

	2020	2019	2018
Preston Central UClan	18	19	22
Preston North End	540	594	618
Blackpool	15	21	21
Burscough	22	23	21
Ribby Hall	40	41	46
Chorley	211	198	189
Leyland	40	46	38
Penwortham	18	19	18
Total attendance year	904	961	973

This represents the total number of people accessing Heartbeat Northwest Cardiac Care rehabilitation and prevention programme. The figure attending is much lower than last year, due to the amount of people who have left the programme during 2020 and we have not been adding any new class members to our programme since March 2020. The figures at year end for attendance may drop again in 2021. This year we have kept in touch with all our class members, many of whom do want to return to the programme when it is safe to do so. During our closures we have been extremely lucky that our class members have continued to support us with monthly donations. The numbers at Clayton Green have continued to increase this year but since November we have begun to see a drop in people wanting to return.

Number Referred to Heartbeat Services

	2020	2019	2018
Total number of new referrals to 9 month programme	246	387	375
Total number referred for medical testing	57	301	259
Total number referred to all services	303	688	634

Our numbers of referrals have dramatically reduced in 2020 as we have been closed for 8 months of the year. Once we do get to reopen we have a waiting list of over 100 people ready to be tested.

High risk patients

GPs are now assessing patients for their risk of developing coronary heart disease during the next ten years. Patients assessed include those with high blood pressure, those with diabetes and those with other risk factors such as obesity or history of smoking. The National Framework for coronary heart disease advises intensive treatment for patients found to be at high risk. Many of these patients will have occult coronary artery disease, which will only be shown by testing. The charity is therefore continuing to offer these groups of patients an exercise test in the hope that this will pick up any patient with significant risk of coronary heart disease with a view to intervention before they have a coronary event. Heartbeat Northwest Cardiac Care also offers exercise programmes to this group of patients. During 2020 we offered an exercise treadmill test at a reduced price which is shown in 3 year retests in 2018, 2019 and 2020.

The following tests were carried out in 2020:

	2020	2019	2018
Initial exercise treadmill tests	90	313	318
9 month retests	44	185	124
Post 9 month restarts	0	5	1
3 year retests	4	2	52
High risk testing	0	6	9
Total for the year	138	511	504

Heartbeat Northwest Cardiac Care offers private testing for those who, as a term or condition of employment, may have to have an annual health check. In addition we offer health screening and testing for those who self-monitor their own health. The following private tests were carried out in 2020:

	2020	2019	2018
Total Private ECG stress test	2	12	13

24 Hour ECG and Blood Pressure Testing

In 2020 Heartbeat Northwest Cardiac Care carried out 24 hour ECG monitoring and 24 hour blood pressure monitoring for General Practitioners in the Preston area. These tests require a Cardiac Physiologist perform the investigations and interpret the results. The charity also provides cardiac event recorders which offer a longer term monitoring for people affected by cardiac arrhythmias. This service is currently provided free of charge to GPs. As you can see from the figures below these have significantly dropped in 2020

	2020	2019	2018
24 hour ECG	17	157	153
24 hour Blood pressure	30	77	48
Resting ECG	10	64	56
Cardiac event monitors	0	3	2
Total annual other tests	57	301	259

TOTAL MEDICAL TESTS

	2020	2019	2018
Total medical tests	197	824	776

As noted in the figures Heartbeat have not been providing testing since March 2020 but the clinical team have produced protocols for our testing when it is safe and we are able to return.

Education & Training Department

By the end of 2019 the Training and Education department had seen such growth and potential that it was decided to recruit another member for the team a 'Healthy Lifestyles Engagement Officer' who's focus would be on the Schools education provision and delivering sessions for both Primary and Secondary schools. They would also be tasked with developing a holiday club and after school club, providing activities with a focus on heart health. Recruitment went well and Kieran Turner an ex-employee of ABL was recruited immediately Kieran got to grips with the current provision and together the team started to work on a scheme of work and lesson plans for secondary schools and then COVID-19 closed us down, unfortunately this put a complete halt to our development and eventually and unfortunately, we would have to let Kieran go.

Schools Education

Heartbeat's personal, social, health and economic (PSHE) workshops are designed to support primary schools when teaching pupils about their body and healthy living. Many of the schools Heartbeat visit choose us because they are running a Healthy Schools/Science/Health/Safety Week and are looking for activities and resources to support this week. Our PSHE workshops fit perfectly as our activities and resources help schools to teach the healthy living elements of the Science and PE curriculum with cross-curricula links to the PSHE framework.

Heartbeat offers five core workshops detailed below, each session can be tailored to support the current PSHE curriculum focus and can be adjusted to fit specifically to the school day timetable.

Workshops are stimulating and engaging with the key messages about making good decisions and being able to act on them.

KNOWLEDGE (+ SKILLS + ATTRIBUTES) = POWER!

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Workshop numbers	2020	2019	2018	2017	2016	2015	2014	2013
What's under my skin? This educational and interactive workshop will explore 'What's under our skin?' with specific focus on the heart as well as an overview of the skeletal, muscular and digestive systems. (30 minutes)	3	5	12	14	10	10	10	27
Healthy hearts This workshop explores the cardiovascular system, giving children an understanding of its components with a specific focus on understanding how to keep their heart healthy. Cardiovascular disease is discussed along with its risk factors with a focus on making 'healthy choices'. (45-60 minutes)	2	4	30	20	54	20	90	80
From farm to fork This session will explore the digestive system and its components, children will learn about the journey of a cheese sandwich. Sources of food will be explored, and children will look to identify the sources of some of their favourite food items. Children will be introduced to the eat well guide and learn about the different food groups. (Up to 60 minutes)	0	4	19	6	19	11	10	9
What's in my drink - sugar workshop This workshop takes the form of a discussion and activities that demonstrate getting to grips with the ingredients within some of the most popular drinks. Children will calculate various nutritional values of the drinks and have an opportunity to weigh out the amount of sugars within some drinks. (Up to 60 minutes)	0	4	19	7	12	20	10	10
Mini medics This workshop focuses on emergency life support (ELS) skills that can help to keep someone alive until professional help arrives. Pupils will learn when and how to act in a life-threatening emergency. The workshop allows maximum time for practice and hands-on learning using resuscitation training mannequins. (60-120 minutes)	2	20	9	13	21	10	7	0
Presentations delivered	7	37	89	60	116	71	127	126

Schools Education testimonials

“Our pupils very much enjoyed the experience, and it was fantastic to see them engaged and learning something new. The whole day was an overwhelming success”.

Emma Birks, Preston Muslim Girls High School

“Year 5 enjoyed a visit from Heartbeat, where we learnt about the heart and how to keep it healthy. We looked at the model of a heart, what fat looks like inside our bodies, what blocked arteries might look like if we chose to have an unhealthy diet and we also weighed out portions of cereals and worked out the sugar content in our bowls. All this is helping in our science topic: Keeping Healthy”.

Claire Panther, Medlar with Wesham Primary School

Schools attended, and workshops presented annual breakdown

	2020	2019	2018	2017
Secondary schools	0	0	0	0
Primary schools	2	16	17	14
Total number of schools	2	16	17	14
Presentations delivered	7	37	89	60
Number of children	300	1,298	2,394	1,701
Income from schools	£500	£2,300	£2,994	£1,824

Community Education

Cardiovascular disease (CVD) includes coronary heart disease, stroke, peripheral vascular disease and other diseases of the cardiovascular system. It is the main cause of reduced life expectancy of residents in the most deprived areas across Lancashire. The estimated prevalence of cardiovascular disease in Lancashire for people aged 16+ is slightly higher than the North-West average (12.35% vs 12.27%) (Office of National Statistics, 2014).

Heartbeat is dedicated to raising awareness of this largely preventable disease and offers community groups the opportunity to have a Heartbeat speaker visit to deliver talks to their group regarding CVD prevention.

Community Education annual breakdown

	2020	2019	2018	2017
Sessions held at Heartbeat	0	0	0	6
Community workshops	1	17	31	30
Number of adults	25	1,024	921	355
Income from community groups	£0	£280	£30	£50

First Aid Training

In 2014 Heartbeat launched its first aid training and assessing service delivering OFQUAL approved First Aid courses, to include; Emergency First Aid at Work (1 day course), First Aid for Mental Health (1 day course), Basic community 'Heartstart' sessions and more advanced clinical first aid training delivered to clinical staff, both GPs and dentists.

The programme of training Heartbeat NWCC is now offering is listed below:

OFQUAL certified courses	Other
<p>First Aid for Mental Health – Level 2 - What is First Aid for Mental Health? Identifying mental health conditions; Providing advice and starting a conversation; Drugs and alcohol; First Aid for Mental Health action plan; First Aid for Mental Health in the workplace</p> <p>Emergency First Aid at Work (EFAW) – Level 2 - This comprehensive course covers a wide range of first aid emergencies, enabling all participants to deal with emergency situations with confidence in a prompt, safe and effective way</p>	<p>Clinical first aid - These are annual (medical) and three yearly (non-medical) courses which all dental practices and GP surgeries must undertake to fulfil their Quality and Outcomes Framework (QOF) points.</p> <p>Heartstart (Community First Aid) - These two hour basic first aid courses have been run internally and offered to smaller charity's and groups throughout Lancashire.</p> <p>Mini-medics (Ages 8-16) - See schools</p>

First aid training 2020 highlights

COVID 19 completely changed the way face to face first aid training would need to be delivered, gone were the days of delivering session to 30+ members of staff in one session, the new guidelines were strict, and we needed to change how we delivered face to face training to allow businesses to train their staff. In order to be open businesses had to have certified first aid qualified staff onsite and GPs and dentists had to keep their annual certificates up to date although the HSE extended the renewal period for most qualifications, there was still a duty of care that needed to be addressed.

Before designing the course and providing the options a focus group was formed including our Clinical Director, Dr Stewart Jones and 3 other practice managers for their feedback on the new format, all agreed that the format was more suitable as it meant only having to free GP's and admin staff up for 20 minutes rather than 90 minutes, along with the benefit of doing the theory in their own time.

To try to provide a solution the following options were presented to anyone looking for any first aid training:

Option 1 – Face to face training but with a limit of 6 people with strict COVID-19 guidelines in place.

Option 2 – Online only course, all learning was presented electronically through a host website www.osgolearn.co.uk, each member of staff would receive their own personal log in details and password. Videos, demonstrations, quizzes and up to date first aid information was presented in a format which allowed individuals to work through in their own time and a completion certificate could be printed at the end of the course. This certificate would then be used as part of their CPD training as many of the CCG's allowed online learning during the pandemic.

The course is split into 5 sections:

- Section 1 – Responsive casualty with an obstructed airway
- Section 2 – Unresponsive casualty who is breathing normally.
- Section 3 - Unresponsive casualty who is not breathing normally.
- Section 4 - Anaphylaxis
- Section 5 - COVID 19 Guidelines

Option 3 - Blended learning course - utilised option 2 for the theory (see above) but with the option of small group practical workshops to allow learners to put theory into practice. Maximum of 4 people in a session, 20-minute slots with strict COVID-19 guidelines in place. Staff were asked to demonstrate the following:

- CPR on a baby/child/adult
- The safe use of an AED (Defib)
- The procedure for assisting a choking casualty.
- The use of an adrenaline (training) auto-injector

Option 4 - For anyone who had received theory elsewhere but still wanted a practical session (as above).

Uptake has been good and the clinical first aid training has continued in its new format throughout 2020.

First aid training annual breakdown

	2020	2019	2018	2017
First aid for schools	0	0	1	11
First aid for community (Heartstart)	3	23	10	6
First aid for medical professionals:				
Face to face	10	70	52	48
Online	2	0	0	0
Blended learning	3	0	0	0
Practical only	2	0	0	0
First aid for industry	4	7	13	11
Income from training	£4,630	£14,255	£13,494	£8,442

Community Access Defibrillators (cPAD) and AED static units

Here in the UK 700,000 people suffer a sudden cardiac arrest every single year (That is the same amount of people that would fill Old Trafford Football stadium 9 times over!)

Out of hospital cardiac arrest (OHCA) is the biggest killer in the country. Most happen outside of a hospital environment and can happen anywhere in everyday life, at work, at school, at the train station, in the shop or on the street. When a cardiac arrest happens, every minute is vital.

- cPADs - Being a cPAD means installing a special cabinet on the outside wall of a building so that the AED (Automated External Defibrillator) inside can be accessible 24/7 to anyone in the vicinity who requires it.
- AED (defibrillator) is a small, lightweight, portable device that can read a person's heart rhythm and deliver a shock if needed. It is this shock that may restore a normal heart rhythm and potentially save a person's life.

Defibrillator annual breakdown

Although Heartbeat NWCC buy these units on the behalf of the organisation, they are not our property or responsibility, but we do include a fee to every unit/housing unit we purchase.

	2020	2019	2018
AED static units	3	17	12
Community Access Defibrillators (cPAD)	0	2	5
Income	£2,866	£2,976	£1,990

Education and Training development

2020 has been a year where we have had to adapt the way we deliver training and education, and no doubt will need to continue to do so. We have been able to provide a solution for first aid training by moving this online and in the future, it may be that this will continue, the feedback from those who are accessing it is positive.

- A few schools have enquired about digital learning and perhaps moving some of our workshops online and making use of Zoom or MS Teams for the interaction. This is something that we can explore.
- We will continue to offer the 4 different options for Clinical teams and look to explore moving the First Aid for Mental Health course online too using Zoom or MS Teams.
- We have also been able to deliver a conference online, invited by the Foot and Ankle virtual conference to talk about Mental health, again feedback was very positive and has further secured our relationship with the Podiatry society as a provider of education going forward.

HEARTBEAT NORTHWEST CARDIAC CARE REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st DECEMBER 2020

Heartbeat's Heroes

We want to thank all our class members for taking part and fundraising for us however they did that



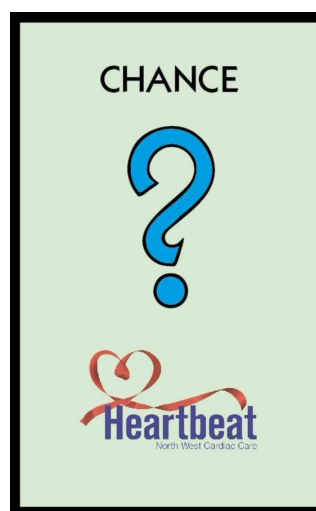
I'm helping to save the UK's charities. **2.6 challenge**

LEJOG Challenge 2020 for Heartbeat

Week No.	Week Ending	Michael in the house		April in the Garden		Location
		Steps	Miles	Steps	Miles	
Start	20-04-20	0	0	0	0	Lands End, Cornwall
1	26-04-20	243,182	105	232,130	97	Launcester, Cornwall
2	03-05-20	241,120	105	236,570	99	Street, Devon
3	10-05-20	244,552	106	241,686	102	Tewkesbury, Gloucestershire
4	17-05-20	245,804	107	246,088	104	Abbots Bromley, Staffordshire
5	24-05-20	241,696	105	244,186	103	Lothensdale, North Yorkshire
6	31-05-20	246,363	106	251,978	105	Dulton, Cumbria
7	07-06-20	244,268	106	251,052	105	Melrose, Scottish Borders
8	14-06-20	252,881	110	265,443	111	Kilbilly, Lanarkshire
9	21-06-20	243,024	106	260,416	108	South Laggan, Inverness-shire
10	28-06-20	254,200	111	276,298	111	Dornoch, Sutherland
11	05-07-20	272,259	118	259,322	116	John O'Groats, Caithness
Total		2,729,349	1,185	2,765,169	1,161	2346



We were even immortalised on the
Preston Monopoly Board



When we were ready to return the dedicated Heartbeat team pulled together and Eddie was our first class member through the doors



The winner of our poetry competition wrote this wonderful poem.

AN ODE TO HEARTBEAT

Well, what a shock as I came round
“What happened?” I asked to those around
You dropped like a stone – out like a light.
Had you not quite been feeling right?

Well, I’m often tired, light in the head.
“We need an ambulance” the doctor said.
So, in Preston they fitted a magic pacemaker.
ICU did not need their resuscitator.

I feel really great and ready to go
“Can I now get back to life’s ebb and flow?”
No, a new heart valve is now required.
It will also stop me feeling tired.

So within eight weeks with new valve in place
I increased my daily walking pace.
Now 2 years gone by, HEARTBEAT’S the rule.
It’s much more fun than gym at school.

I feel so good when taking part.
The moral is to love your heart.
With a healthy diet and exercise
You will live much longer with LIFE the prize!!!!

Financial Review

The Statement of Financial Activities for the year is included on page 33.

1. Income for the year was £1,067,182 (2019: £962,504).

Income from donations and legacies has increased from £144,188 to £395,721. The increase in donations is from government grants in the form of furlough claims. The charity made 9 claims in the year, resulting in income of £141,565.

The charity received restricted grants totalling £123,035 (2019: £5,041). A summary of the restricted grants can be found within note 18.

Income from charitable activities has reduced from £304,029 to £223,684. The income from testing, education and training has reduced due to government COVID-19 restrictions. Further information on classes is as follows:

The charity request people attending the cardiac rehabilitation and prevention programme to donate a 'contribution' to the running costs of these sessions. These regular 'contributions' of £178,667 allow the charity to provide cardiac rehabilitation sessions every week across the region and are invaluable to the charity. Many of our class members have very kindly continued to donate to the programme during Heartbeat's lockdown and this money will help to will ensure our return as soon as we are able.

The charity also undertakes fundraising events to support its activities such as raffles and collections, etc. There are also various fundraising activities undertaken by benevolent individuals. Heartbeat Northwest Cardiac Care does not have a direct input into such activities but ultimately benefits from the surplus generated. The trustees have recently reviewed the fundraising and consider that it is efficient and effective.

Income from other trading activities comes mainly from the lottery (£428,343). The lottery income has decreased from £484,123 to £428,343. This income continues to provide vital funds for the charity.

2. Expenditure in the year was £896,894 (2019: £1,002,223) resulting in a surplus of £170,288 (2019: deficit of £39,719).
3. The total net assets of the charity are £655,887 (2019: £485,599). This is made up of designated funds of £380,784 (2019: 408,800) and restricted funds of £26,091 (2019: Nil) leaving free reserves of £249,012 (2019: £76,799). Designated funds represent the property assets fund, being monies already spent on the fixed assets of the charity.

Investment Policy

In accordance with its power of investment, the trustees have agreed that any funds held in excess of that which is required for immediate running purposes are transferred into interest earning investment accounts.

Risk Management

The trustees continually review, in detail, the risks to which the charity may be exposed. The trustees see this as an on-going commitment in order to continually establish systems to mitigate those risks. A risk register has been developed which is reviewed at least annually.

The principal risk faced by Heartbeat Northwest Cardiac Care is the charities ability to raise sufficient funds annually to deliver the charitable objects whilst sustaining financial viability for the charity's future. The trustees regularly consider variability of fundraising methods and have a structured monitoring programme. Trustees meet a minimum of twice per year in between which a budget and remuneration committee meet to monitor all things financial and report to the trustee board. The charity produces a risk register annually as part of statutory accounts procedures and this register is reviewed and updated on an annual basis. Fundraising is split into a variety of activities tried and tested since 1978. Each year they are reviewed and updated to meet the ever-changing economic climate and fundraising environment nationally, regionally, and locally.

Historically the charity has relied heavily on one activity, a lottery, run by the charity. However, in the last five years, by resourcing and applying extra focus on other fundraising areas, this reliance has reduced and forms part of a longer-term strategic plan to continue to grow other areas.

Reserves Policy

Having a reserves policy helps form the way in which Heartbeat Northwest Cardiac Care manages its cash, liquid assets, and debt. It also assists with planning and communicating the charity's approach to interested parties. This policy contributes significantly to the trustee's ability to balance the needs of current and future beneficiaries, ensure the charity is well managed and that the trustees manage the level of reserves carefully for the benefit of Heartbeat Northwest Cardiac Care.

The pro-active management of the charity reserves, through planned management reporting systems, ensures that the level of reserves are not too high or low for the needs of the charity.

Our policy is to maintain reserves at a level equivalent to 26 weeks of annual operating expenditure, which currently equates to £448,447. At the end of this year, as shown in note 18 to the accounts, the charity has free reserves of £249,012 which whilst not sizeable illustrates the extent of the investment in our new bespoke cardiac centre which should allow Heartbeat Northwest Cardiac Care to raise its profile; increase the number of participants using the facilities; create new income generation possibilities and strengthen relationships with key partners. The trustees consider that given the strength of the charity's balance sheet, the stable cash flows from the lottery and rehabilitation classes, the current level of free reserves are sufficient and the target is now to build them so that they are, once again, at least equivalent to 26 weeks of annual operating expenditure.

The trustees recognise that the level of reserves fluctuates during periods of investment and arrangements are in place with our bankers to provide an adequate 'safety net' should it be required.

The trustees have delegated financial monitoring to a budget and remuneration committee which has an active involvement in reviewing and monitoring the financial activities of the organisation. The budget and remuneration committee reports to the trustees on a six monthly basis regarding the amount of reserves required to ensure that they are adequate to fulfil the charity's continuing obligations.

Plans for the future

Heartbeat Northwest Cardiac Care is committed to the fight to reduce cardiovascular disease. We will continue to work with our key partners, supporters, and class members to deliver the right services to achieve this objective. In the next 12 months, the trustees anticipate Heartbeat will;

- Seek out new opportunities to generate funds through a variety of ways; testing fundraising activities, recruiting supporters, raising awareness of the charity's objectives and available services, forging relationships with key delivery partners, exploring grant opportunities which has served Heartbeat so well during the pandemic
- Continue to re-grow the charities reserves towards the planned six months operating costs
- Grow the number of people accessing the services delivered by Heartbeat Northwest Cardiac Care to return to the numbers accessing the services prior to COVID-19
- Improve the quality and efficiency of our charity services by continuous qualitative monitoring
- Rebuild our training and education programme within GP's, schools and the community
- Continue to work with our partners to complete more research to provide better understanding of the effects of psychological and physical interventions
- Develop a robust legacy programme

Chief Executive Officer Summary

2020 has been a most unusual year for the Charity and I am sure that I am not the only Chief Executive Officer starting a year-end report with these words. The year started on a very positive note with a very kind legacy donation of £70,000 and continued having 2 full months of working, class provision and development of our services with the Peripheral Arterial Disease and Pulmonary Rehabilitation teams across Central Lancashire. We were also hoping to expand our school's services by adding a new team member.

On March 16th Heartbeat closed its doors to class members to comply with the Government's guidance on curbing the impact of the COVID 19 Pandemic. This left the staff team cleaning and tidying the building and making telephone calls from the offices. Regretfully, on the 23rd March we had to close the building and move our services online. 15 team members were furloughed and the 6 members of staff that continued to work were given the following brief:

- Maintain the lottery
- Keep in touch with class members and keep them active
- Submit funding bids as often as possible.

With this in mind, the 'Heartbeat at Home programme' was established. The programme allowed class members to:-

- Access classes online
- Join WhatsApp groups for peer support
- Take part in exercise challenges.
- Stay in contact with the Heartbeat team

Our team made regular telephone calls and sent emails to check members were keeping well and safe. Members without internet access were contacted via telephone and sent relevant information and DVD's by post.

In addition to our normal exercise regime 3 new programmes were established:-

1. Stress management
2. Nutrition support
3. Top tips to support class members with essential advice necessary to maintain a healthy heart.

Thankfully, in September Heartbeat were able to reopen its doors although, due to COVID restrictions, members could only attend one class per week.

We were delighted to welcome our class members back into Heartbeat's Preston North End facility and open most of our external sites. This came with some difficulties: -

- Procedures and risk assessments needed to be completed,
- The building needed to be kept clean to adhere to new Government guidance and keep class members COVID19 safe.
- We could not restart our schools' programme, testing or phase 3-Cardiac Rehabilitation programme with the NHS.

In October all testing, wellbeing and training and education staff members were re-furloughed. Regretfully, we had to make the difficult decision to make one of our new team members redundant.

HEARTBEAT NORTHWEST CARDIAC CARE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st DECEMBER 2020

We continued to provide 1 class per week and managed to reopen more of our external classes while bringing some to Heartbeat's Preston North End facility, leaving only classes in Blackpool to restart. The Heartbeat Management Team liaised with the Blackpool Sports Centre and they eventually agreed to allow classes to recommence. Unfortunately, the Friday before they were due to restart the UK went into another lockdown and gyms and leisure centres were once again forced to close.

The second lockdown in November meant a return to home working. In December a change in Government guidance meant that we could not reopen. We returned to our 'Heartbeat at Home programme' and added classes via Zoom to all those who liked the contact with our instructors.

There have been many financial implications to our closure, rent, maintenance, insurance and utilities still having to be paid. Our class members have continued to be very supportive and we cannot thank them enough for their donations during this time. Our Head of Fundraising, Michelle Hunt, successfully applied to many grant providers to resource the 'Heartbeat at Home programme'

Heartbeat have been immortalised on the Preston Monopoly Board Game which really lifted our spirits. It was a fitting tribute to Keith and Rose Redman who founded Heartbeat in 1978 after their teenage daughter, Gillian, died of heart disease in December 1977, aged just 16.

The Heartbeat team have come into their own in 2020 and we owe a debt of gratitude to the tireless team of 6 for keeping motivated throughout this turbulent COVID19 pandemic. Heartbeat's Senior Management Team are also very mindful of the staff who have been furloughed which has enabled us to claim money from the Government's Job Retention Scheme.

Life has been difficult for us all this last year but what has kept us going and striving to be better is our Heartbeat family. I feel that this report would not be complete without mentioning those Heartbeat members who died during the COVID19 pandemic; they will always be in our thoughts and hearts.

So, Heartbeat moves into the New Year with a very positive attitude that we are here to stay, to provide our classes and support as soon as we can, to the many people in the North West who need our services.

Together we are Heartbeat.

Louise Bache
Chief Executive Officer

Statement of Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the Heartbeat Northwest Cardiac Care for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the accounts on a 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 to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In accordance with company law, in so far as the trustees are aware:

- there is no relevant audit information of which the company's auditor is unaware; and
- the trustees have taken all necessary steps that they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Auditor

A resolution will be proposed at the Annual General Meeting that Azets Audit Services be re-appointed as auditor to the charity for the ensuing year.

Approved and signed on behalf of the board of trustees:

Joe Mallabone

(Treasurer)

Date: 6 April 2021

Jackie Wilding

(Chair)

Date: 6 April 2021

HEARTBEAT NORTHWEST CARDIAC CARE
INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HEARTBEAT NORTHWEST CARDIAC
CARE
FOR THE YEAR ENDED 31st DECEMBER 2020

Opinion

We have audited the accounts of Heartbeat Northwest Cardiac Care (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs(UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the use of the going concern basis of accounting in the preparation of the accounts is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the accounts and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the accounts are prepared is consistent with the accounts; and
- the Directors' Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report included with the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the accounts in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of Trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees, who are also directors of the charity for the purpose of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the company or cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;

HEARTBEAT NORTHWEST CARDIAC CARE
INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HEARTBEAT NORTHWEST CARDIAC
CARE
FOR THE YEAR ENDED 31st DECEMBER 2020

- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Azets Audit Services

Julie Flintoff BA (Hons) FCA (Senior Statutory Auditor)
Azets Audit Services
Statutory Auditor
PRESTON

Date: 8 April 2021

Azets Audit Services is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

HEARTBEAT NORTHWEST CARDIAC CARE
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31st DECEMBER 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Income from:					
Donations and legacies	2	272,686	123,035	395,721	144,188
Charitable activities	3	223,684	-	223,684	304,029
Other trading activities	4	447,713	-	447,713	514,042
Investment income	5	64	-	64	245
Total income		<u>944,147</u>	<u>123,035</u>	<u>1,067,182</u>	<u>962,504</u>
Expenditure on:					
Raising funds	6	87,207	22,651	109,858	152,576
Charitable activities	7	407,381	47,626	455,007	458,952
Other – Lottery costs	8	307,087	24,942	332,029	390,695
Total expenditure		<u>801,675</u>	<u>95,219</u>	<u>896,894</u>	<u>1,002,223</u>
Net income/(expenditure) and net movement in funds for the year		142,472	27,816	170,288	(39,719)
Transfers between funds		1,725	(1,725)	-	-
Net movement in funds		144,197	26,091	170,288	(39,719)
Reconciliation of funds:					
Total funds brought forward		485,599	-	485,599	525,318
Total funds carried forward		<u><u>629,796</u></u>	<u><u>26,091</u></u>	<u><u>655,887</u></u>	<u><u>485,599</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirement for an income and expenditure account with the Companies Act 2006.

The notes on pages 41 to 55 form part of these accounts.

HEARTBEAT NORTHWEST CARDIAC CARE
BALANCE SHEET
AS AT 31st DECEMBER 2020

	Note	2020 £	£	2019 £	£
Fixed Assets					
Tangible assets	13		380,784		408,800
Current Assets					
Stock		-		-	
Debtors	14	18,905		31,331	
Cash at bank and in hand		330,082		142,296	
Total Current Assets		348,987		173,627	
Creditors: Amounts falling due within one year	15	(73,884)		(96,828)	
Net Current Assets			275,103		76,799
Total assets less current liabilities			655,887		485,599
The funds of the charity					
Unrestricted income funds:					
Designated funds	18		380,784		408,800
General unrestricted funds	18		249,012		76,799
Restricted funds	19		26,091		-
			655,887		485,599

Approved by the Board of Trustees and signed on its behalf by:

Joe Mallabone (Treasurer)

Jackie Wilding (Chair)

Date: 6 April 2021

Date: 6 April 2021

The notes on pages 41 to 55 form part of these accounts.

HEARTBEAT NORTHWEST CARDIAC CARE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31st DECEMBER 2020

Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	2019 £
Net movement in funds – Page 37	170,288	(39,719)
Add back depreciation charge	32,550	32,101
(Increase)/decrease in stock	-	-
Decrease/(increase) in debtors	12,426	(18,825)
(Decrease)/increase in creditors	(22,944)	8,645
Deduct interest income	(64)	(245)
Net cash provided by operating activities	192,256	(18,043)

Statement of cash flows

	2020 £	2019 £
Net cash provided by operating activities	192,256	(18,043)
Cash flows from investing activities		
Interest	64	245
Purchase of fixed assets	(4,534)	(5,041)
Net cash (used in) / provided by investing activities	(4,469)	(4,796)
Change in cash and cash equivalents in the year	187,786	(22,839)
Cash and cash equivalents at the beginning of the year	142,296	165,135
Cash and cash equivalents at the end of the year	330,082	142,296

1. ACCOUNTING POLICIES

Company information

Heartbeat Northwest Cardiac Care is a private company limited by guarantee incorporated in England and Wales. The registered office is Sir Tom Finney Way, Preston, Lancashire, PR1 6PA.

Basis of Preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities presenting their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) (effective 1 January 2019) and the Companies Act 2006.

Heartbeat Northwest Cardiac Care meets the definition of a public entity under FRS102.

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

The accounts have been prepared in accordance with the historical cost convention. The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows.

Going Concern

At the time of approving the accounts, the trustees have a reasonable expectation that the Charity 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 accounts.

Charitable Funds

General unrestricted funds comprise accumulated surpluses and deficits on general funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds of the charity which have been set aside to reflect the value of funds represented by the tangible fixed assets of the charity.

Restricted funds are subject to restrictions on their expenditure imposed by the donor. Expenditure which meets these criteria is charged to the fund.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Gifts and donations received for the general purposes of the charity are included in unrestricted funds when received. Where these comprise of donated fixed assets, they are included at market value where this is readily ascertainable. Gift Aid is recorded on a receivable basis.

Legacies are recorded on a receivable basis, where the value of the legacy is measurable and all conditions associated with receipt of the legacy have been fulfilled.

Lottery income is received for Heartbeat and beneficiaries. Lottery income is recorded on a receivable basis. Income received in advance for future draws is deferred until the corresponding draw has occurred, at which time the income will be recognised in the SOFA.

Event income comprises income raised from various fundraising events, the sale of donated and bought in goods and sponsorships during the year, which is recorded on a receipts basis.

Income from charitable activities comprises contributions from patients towards the costs of medical testing and the rehabilitation programme, which is recorded on a receipts basis.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity, this is normally upon notification of the interest paid or payable by the bank.

Grant income is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis inclusive of VAT which cannot be recovered. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the statement of financial activities based on income directly associated to the activity, undertaken on a pro rata basis.

The costs of raising funds comprise the direct costs associated with attracting donations, legacies, grants and fundraising and their share of support costs and governance costs.

Expenditure on charitable activities includes those costs incurred by the charity in the delivery of its activities and services for its beneficiaries and their share of support costs and governance costs.

Other costs comprise the lottery prizes, beneficiary management fees and their share of support costs and governance costs. Beneficiary management fees are an agreed share of the beneficiary lottery income.

Irrecoverable VAT

The charity is not registered for Value Added Tax and accordingly income and expenditure includes the irrecoverable Value Added Tax element where applicable.

Allocation of Support and Governance Costs

Support costs and governance costs are those functions that assist the work of the charity but do not directly carry out charitable activities. These costs have been allocated on a pro rata basis between the expenditure headings on the statement of financial activities, based on income received directly associated to the activity undertaken.

Support costs are defined as shown in note 9

Governance costs are defined as shown in note 10

Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. All assets costing more than £500 are capitalised. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Preston North End – Buildings	Over the term of the lease	
Preston North End – Integral fixtures	10%	straight line
Computer equipment	25%	straight line
Medical equipment	10%	straight line
Office equipment	10%	straight line
Sports equipment	17%	straight line

Stocks

Stocks are valued at the lower of cost or net realisable value.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and bank overdrafts. Overdrafts are shown within borrowings in current liabilities.

Financial Instruments

The charity only has financial assets (debtors, cash and bank balances) and financial liabilities (creditors and accruals) of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Operating Lease Agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remains with the lessor are charged as an expense in the SOFA on a straight line basis over the period of the lease.

Taxation

The company is a registered charity and as such is entitled to tax exemptions on all its income and gains, properly applied for charitable purposes.

Pensions

The charity operates a defined contribution pension scheme using a Group Personal Pension Plan, and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

Legal Status

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

2. Income from donations and legacies

	2020 Total £	2019 Total £
Unrestricted:		
Donations	116,673	109,456
Legacies	1,588	23,657
Gift Aid	12,860	6,034
Government Grants	141,565	-
	<u>272,686</u>	<u>139,147</u>
Restricted:		
Grants	123,035	5,041
	<u>395,721</u>	<u>144,188</u>

3. Income from charitable activities

	2020 Total £	2019 Total £
Voluntary contributions from rehabilitation classes	178,667	201,349
NHS/Service users contributions to the cost of testing	11,170	30,783
Education and training	8,757	35,871
Gift Aid	25,090	36,026
	<u>223,684</u>	<u>304,029</u>

All income from charitable activities relates to unrestricted funds in both 2020 and 2019.

4. Income from other trading activities

	2020	2019
	Total	Total
	£	£
Fundraising events	1,091	10,222
Sale of goods	943	1,360
Letting of offices	17,336	18,337
Lottery – Heartbeat	295,808	325,070
Lottery – Beneficiary	132,535	159,053
	<u>447,713</u>	<u>514,042</u>

All income from other trading activities relates to unrestricted funds in both 2020 and 2019.

5. Income from investments

All the charity investment income arises from money held on interest bearing deposit accounts and related to unrestricted funds in both 2020 and 2019.

6. Analysis of expenditure on raising funds

	2020	2019
	Total	Total
	£	£
Staff salaries	49,652	55,795
Advertising/Promotion	119	577
Event costs	446	379
Postage	1,697	2,262
Sundry costs	2,220	5,257
	<u>54,134</u>	<u>64,270</u>
Governance costs (see note 10)	2,557	3,542
Support costs (see note 9)	53,167	84,764
	<u>109,858</u>	<u>152,576</u>

Included within raising funds expenditure are staff salaries of £5,204 (2019 £Nil) and support costs of £17,447 (2019: £Nil) which are restricted.

7. Analysis of expenditure on charitable activities

Cardiac rehabilitation classes and related testing

	2020	2019
	Total	Total
	£	£
Staff salaries	314,812	308,491
Freelance staff for testing	750	6,200
Rehabilitation costs	14,248	54,863
Training and development	361	1,102
Advertising/Promotion	216	-
Subscriptions	101	186
Postage	1,462	1,949
Stationery	658	2,235
Telephone, fax and internet	3,603	3,644
Premises costs	1,440	1,440
Repairs & renewals	6,049	6,645
Medical consumables	767	1,969
Education	3,346	17,404
Pulse watches	1,826	-
Sundry costs	6,787	10,944
	<hr/>	<hr/>
Governance costs (see note 10)	356,426	417,072
Support costs (see note 9)	4,522	1,680
	<hr/>	<hr/>
	94,059	40,200
	<hr/>	<hr/>
	455,007	458,952
	<hr/>	<hr/>

Included within charitable activities expenditure are staff salaries of £37,485 (2019: £Nil), telephone costs of £280 (2019: £Nil) and support costs of £9,861 (2019: £Nil) which are restricted.

8. Analysis of other expenditure – Lottery costs

	2020 Total £	2019 Total £
Staff salaries	40,187	39,503
Lottery wins	79,070	80,517
Beneficiary lottery fees	92,306	111,109
Agent commission	359	1,024
Advertising/promotion	276	427
Postage	1,689	2,262
Sundry costs	6,609	6,549
	<u>220,496</u>	<u>241,391</u>
Governance costs (see note 10)	5,116	5,989
Support costs (see note 9)	106,417	143,315
	<u>332,029</u>	<u>390,695</u>

Included within other expenditure are staff salaries of £5,203 (2019 £Nil) and support costs of £19,739 (2019: £Nil) which are restricted.

9. Allocation of support costs – Current year

	Raising funds £	Charitable activities £	Other lottery costs £	2020 Total £
Depreciation	12,069	6,824	13,657	32,550
Insurance	4,435	2,507	5,017	11,959
Premises rent - Unrestricted	12,979	7,337	14,684	35,000
Premises rent - Restricted	9,271	5,240	10,489	25,000
Council tax	3,322	1,877	3,758	8,957
Gas & Electric	9,373	5,298	10,605	25,276
Water	41	23	46	110
Bank charges	4,090	2,312	4,627	11,029
Building maintenance - Unrestricted	6,794	3,840	7,687	18,321
Building maintenance - Restricted	260	147	294	701
Management/Admin- Unrestricted	23,509	13,288	26,597	63,394
Management/Admin- Restricted	7,916	4,474	8,956	21,346
	<u>94,059</u>	<u>53,167</u>	<u>106,417</u>	<u>253,643</u>

Allocation of support costs – Previous year

	Raising funds	Charitable activities	Other lottery costs	2019 Total
	£	£	£	£
Depreciation	10,143	4,810	17,148	32,101
Insurance	3,334	1,581	5,637	10,552
Premises rent	18,957	8,991	32,052	60,000
Council tax	909	431	1,537	2,877
Gas & Electric	11,892	5,640	20,107	37,639
Water	118	56	199	373
Bank charges	3,938	1,868	6,658	12,464
Building maintenance	9,279	4,400	15,688	29,367
Management/Admin salaries	26,194	12,423	44,289	82,906
	<u>84,764</u>	<u>40,200</u>	<u>143,315</u>	<u>268,279</u>

10. Allocation of governance costs – Current year

	Raising Funds	Charitable activities	Other lottery costs	2020 Total
	£	£	£	£
Auditors remuneration	2,747	1,553	3,108	7,408
Legal and professional	1,775	1,004	2,008	4,787
	<u>4,522</u>	<u>2,557</u>	<u>5,116</u>	<u>12,195</u>

Total auditor's remuneration included the statutory audit fee of £7,408 (2019: £7,193), accountancy costs of £1,536 (2019: 1,536) and payroll costs of £1,534 (2019: £1,134). There was also an additional charge of £1,956 (2019: £Nil) for the furlough preparation. Accountancy and furlough costs are included within legal and professional.

Allocation of governance costs – Previous year

	Raising funds	Charitable Activities	Other lottery costs	2019 Total
	£	£	£	£
Auditors remuneration	2,272	1,078	3,843	7,193
Legal and professional	1,270	602	2,146	4,018
	<u>3,542</u>	<u>1,680</u>	<u>5,989</u>	<u>11,211</u>

11. Analysis of staff costs and remuneration of key management personnel

	2020	2019
	£	£
Gross wages and salaries	440,583	437,429
Pension contributions	17,103	16,528
Social security costs	31,705	32,737
	<u>489,391</u>	<u>486,694</u>

The trustees consider the board of trustees, Chief Executive and the Finance Controller as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity daily. The total employee benefits of the key management personnel of the charity were £85,395 (2019: £83,547).

Trustees are required annually to disclose any relevant interests and register them with the Chief Executive and in accordance with the charities policy withdraw from any decisions where a conflict of interest arises.

The charity has set up a remuneration committee who review the Chief Executives salary package to ascertain whether it is appropriate for the role, and is bench marked against other like for like charities with similar activities and operations.

No employee earned over £60,000. The number of staff to whom retirement benefits were accruing under a money purchase pension scheme was 15 (2019: 18).

The average number of persons employed during the year, analysed by function was follows:

	2020	2019
Medical services	16	15
Fundraising	4	4
Lottery	1	1
Management and administration	2	2
	<u>23</u>	<u>22</u>

Commission and fees payable to part-time freelance staff

	2020	2019
	£	£
Commissions/expenses paid to lottery collectors and agents	359	1,024
Professional fees paid to doctors and exercise staff	750	6,200
	<u>1,109</u>	<u>7,224</u>

Average number of persons working on a part-time freelance basis:

Lottery – external collectors	3	4
Professional – GPs and outreach instructors	8	13
	<u>11</u>	<u>17</u>

12. Trustee remuneration & related party transactions

All trustees give of their time freely and no trustees or any person connected to them received any remuneration for their services during the year.

The charity has not met any individual expenses incurred by the trustees for services provided to the charity during the year.

Insurance premiums during the year amounting to £448 (2019: £480) were incurred by the charity in respect of indemnity insurance for the trustees.

13. Tangible fixed assets

	PNE Lease- hold Property £	Office & Computer Equipment £	Medical Equipment £	Sports Equipment £	Total £
Cost					
At 1 January 2020	417,278	62,731	68,747	97,519	646,275
Additions	-	3,700	834	-	4,534
Disposals	-	-	-	-	-
	<u>417,278</u>	<u>66,431</u>	<u>69,581</u>	<u>97,519</u>	<u>650,809</u>
At 31 December 2020	417,278	66,431	69,581	97,519	650,809
Depreciation					
At 1 January 2020	60,289	52,036	60,238	64,912	237,475
Charge for the year	13,657	2,844	2,463	13,586	32,550
On disposals	-	-	-	-	-
	<u>73,946</u>	<u>54,880</u>	<u>62,701</u>	<u>78,498</u>	<u>270,025</u>
At 31 December 2020	73,946	54,880	62,701	78,498	270,025
Net Book Value					
At 31 December 2020	<u>343,332</u>	<u>11,551</u>	<u>6,880</u>	<u>19,021</u>	<u>380,784</u>
At 31 December 2019	<u>356,989</u>	<u>10,695</u>	<u>8,509</u>	<u>32,607</u>	<u>408,800</u>

All tangible fixed assets are unrestricted funds classified as designated.

14. Debtors

	2020	2019
	£	£
Program/ Testing debtors	1,172	7,852
Gift Aid	2,448	3,085
Prepayments and accrued income	15,285	20,394
	<u>18,905</u>	<u>31,331</u>

All debtors relate to unrestricted funds in both 2020 and 2019.

15. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Bank overdraft	4,526	9,603
Trade creditors	2,614	17,926
PAYE / NI	6,298	8,726
Pension contributions	3,053	2,768
Other creditors	1,193	-
Accruals	12,908	11,708
Deferred income (Note 16)	43,292	46,097
	<u>73,884</u>	<u>96,828</u>

All creditors relate to unrestricted funds in both 2020 and 2019.

16. Deferred income

	Contributions to Rehabilitation Classes £	Lottery Income £	Programmes £	2020 Total £	2019 Total £
As at 1 January 2020	3,525	41,226	1,346	46,097	48,591
Released in the year	(3,525)	(41,226)	(1,346)	(46,097)	(48,591)
Deferred to next year	9,494	33,226	572	43,292	46,097
	<u>9,494</u>	<u>33,226</u>	<u>572</u>	<u>43,292</u>	<u>46,097</u>
As at 31 December 2020	<u>9,494</u>	<u>33,226</u>	<u>572</u>	<u>43,292</u>	<u>46,097</u>

17. Financial instruments

	2020 £	2019 £
Carrying amount of financial assets		
Financial instruments measured at amortised cost	3,619	10,937
Carrying amount of financial liabilities		
Financial instruments measured at amortised cost	20,048	39,237

18. Analysis of charitable funds

Analysis of movement in unrestricted funds:

	Balance b/fwd £	Income £	Expenditure £	Gains/ Transfers £	Balance c/fwd £
General Fund	76,799	944,147	(769,125)	(2,809)	249,012
Designated Funds:					
Property Assets Fund	408,800	-	(32,550)	4,534	380,784
	<u>485,599</u>	<u>944,147</u>	<u>(801,675)</u>	<u>1,725</u>	<u>629,796</u>

Analysis of movement in unrestricted funds – previous year:

	Balance b/fwd £	Income £	Expenditure £	Gains/ Transfers £	Balance c/fwd £
General Fund	89,458	957,463	(970,122)	-	76,799
Designated Funds:					
Property Assets Fund	435,860	-	(32,101)	5,041	408,800
	<u>525,318</u>	<u>957,463</u>	<u>(1,002,223)</u>	<u>5,041</u>	<u>485,599</u>

General Fund: The “free” reserves of the charity after allowing for all designated funds.

Designated Funds: The property assets fund is the value of the unrestricted funds already spent and represented by the tangible fixed assets of the charity (note 13).

Analysis of movement in restricted funds:

	Balance b/fwd £	Income £	Expenditure £	Gains/ Transfers £	Balance c/fwd £
Restricted Funds:					
National Lottery Community Fund	-	97,010	(80,392)	(527)	16,091
AstraZeneca	-	10,000	-	-	10,000
Sport England Grant	-	5,500	(5,500)	-	-
Community Foundation	-	5,000	(3,802)	(1,198)	-
Edward Gostling Foundation	-	4,025	(4,025)	-	-
Persimmon Grant	-	1,000	(1,000)	-	-
Tesco Grant	-	500	(500)	-	-
	<u>-</u>	<u>123,035</u>	<u>(95,219)</u>	<u>(1,725)</u>	<u>26,091</u>

**National Lottery
Community Fund**

The charity received a grant for the programme, Coronavirus Community Support Fund. This was used towards the running of Heartbeat at Home and for rent and salaries associated with this. This money is to be used by the end of January 2021.

AstraZeneca

The charity received this grant for use on Pulmonary and Vascular classes but none were run in the year, therefore, the full grant is carried forward

Sport England Grant

This grant was offered to assist with 1 staff members' salary through COVID-19 and to be used by 31 July 2020. All of these funds were spent.

Community Foundation

This was granted for delivering online exercise programmes, including mobile costs, laptop costs and staff costs. This was fully spent in the year on 2 laptops, telephone costs and staff.

Edward Gostling Foundation

This was provided for Heartbeat at Home and to deliver online classes and needed to be spent in 3 months. This was fully spent in the year.

Persimmon

This was provided for Heartbeat at Home and all funds were spent.

Tesco

This was provided for Heartbeat at Home and all funds were spent.

Analysis of movement in restricted funds – previous year:

	Balance b/fwd £	Income £	Expenditure £	Gains/ Transfers £	Balance c/fwd £
Restricted Funds:					
Westinghouse Springfields	-	5,041	-	(5,041)	-
	<u>-</u>	<u>5,041</u>	<u>-</u>	<u>(5,041)</u>	<u>-</u>
	<u>-</u>	<u>5,041</u>	<u>-</u>	<u>(5,041)</u>	<u>-</u>

Westinghouse Springfields: The charity received a grant towards the purchase of a Health Monitor. This money was fully spent in the year.

Transfers between funds represent assets purchased by a restricted donation which, when purchased, cease to be restricted and become part of the general assets.

19. Analysis of net assets between funds

Current year	General Fund £	Designated Fund £	Total £
Tangible Fixed Assets	-	380,784	380,784
Current Assets	348,987	-	348,987
Current Liabilities	(73,884)	-	(73,884)
Total	<u>275,103</u>	<u>380,784</u>	<u>655,887</u>
Previous year	General Fund £	Designated Fund £	Total £
Tangible Fixed Assets	-	408,800	408,800
Current Assets	173,627	-	173,627
Current Liabilities	(96,828)	-	(96,828)
Total	<u>76,799</u>	<u>408,800</u>	<u>485,599</u>

20. Commitments under operating leases

At 31 December 2020 the charity had an annual commitment under a non-cancellable operating lease for rent of the property at PNE. The remaining lease term is 29 years and analysis of the commitment is set out below:

	2020	2019
	Land and	Land and
	Buildings	Buildings
	£	£
Operating lease which expires:		
Due within 1 year	60,000	60,000
Due within 2- 5 years	240,000	240,000
Due after 5 years	1,440,000	1,500,000
	<u>1,740,000</u>	<u>1,800,000</u>

At the reporting end date, the charity also had other outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020	2019
	£	£
Operating lease which expires:		
Due within 1 year	2,530	-
Due within 2- 5 years	6,707	-
Due after 5 years	321	-
	<u>9,558</u>	<u>-</u>