

TRUSTEES REPORT FOR THE YEAR 1 MAY 2023 to 30 APRIL 2024

THE HARMONY THERAPY TRUST

CHARITY NUMBER 1173141

REGISTERED OFFICE

Pioneer Room, The Healthy Living Centre, Sheerness, ME12 1HH

TRUSTEES

Rob Nelson (Chair until Sept 2023 – stepped down from Board of Trustees)
Dawn Cockburn (Founder – stepped down from Board of Trustees Sept 2023)
Gillian Pollard (New Chair from Sept 2023)
Kelly Smith (stepped down to take up part-time employment as Charity Office Manager)
Anthony Stubley (stepped down Jan 2024)
Lyn Baseley
Catherine Ashby-Clarke (joined board September 2023)
Deborah Mulvaney (joined board Jan 2024)
David Wayte (Joined board Jan 2024)
Kin Pullen-Cruttenden (joined board Jan 2024)
Olivia Gillmor (joined Board March 2024)

The Trustees present their Annual Report and Financial Statement for the year 1 May 2023 to 30th April 2024. The report and financial statements have been prepared in accordance with all relevant Charity Commission guidance, and they comply with the charity's constitution and the Charities Act 2011.

OBJECTIVES AND ACTIVITIES

To promote and protect the physical and mental health of sufferers of life limiting conditions, chronic illness or cancer, among people residing permanently or temporarily in Kent through the provision of support services, education and practical advice by:

- i. Bridging the gap between invasive medical treatment and the road to wellbeing and in many cases recovery.
- ii. Providing the complementary therapies aromatherapy, massage, reiki, acupuncture and hypnotherapy; counselling including stress counselling and bereavement counselling; talking therapies and self-care.
- iii. Educating the general public in all areas relating to life threatening conditions.

PUBLIC BENEFIT

We have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing our aims and objectives and in planning future activities.

ACHIEVEMENT AND PERFORMANCE

A challenging year for the charity, due to the unprecedented amount of referrals being received and the lack of funds coming in during the previous financial year. The trustees implemented a recovery plan to ensure the successful continuation of the charity.

Strategy 1 – pause referrals – prioritising end of life patients then introducing a 12 week waiting list.
Strategy 2 – increase funds – a whole team approach to funding bids and grant applications, as well as increasing fundraising activities and events. We were busy all year attending craft fairs, markets, fetes and networking events. Sharing information, raising awareness and raising funds. Our aim was to attend at least one event a month, which we exceeded. Our new aim is to attend events in as many parts of Kent as we can, to enable us to spread the word and meet our therapists and supporters at the same time. The main event of the year was our own fundraiser, Harmony Fest music festival,

which was a great success. We introduced “Friends of Harmony” and therapist membership to raise funds and increase cohesion within the team.

Strategy 3 – increase manpower – there were several changes to the board of trustees, with our founder moving out of area and retiring, and some members stepping down. We recruited new trustees, with a wider range of skills and experience, and assigned responsibilities to each member, to increase efficiency and improve communication. We also developed an ongoing programme to recruit more volunteers for admin and events.

Strategy 4 – Review and improve current systems and activities – work began on a new automated referral system, updated website and information leaflet.

Strategy 5 – Review recovery plan – we reviewed and updated the plan at each trustees meeting and shared it with therapists via our AGM. We will continue to review and add to it as required.

Strategy 6 – Relaunch – we intend launching certain aspects as they are completed, eg the website, leaflet and referral system. We are planning a big anniversary event in 2025 for our 15th year.

In addition to the above, we started a Craft and Conversation group with a wellbeing theme to provide a safe space to discuss health matters, signpost to services and support, while also providing demonstrations and craft supplies.

SUMMARY

We would like to thank all our trustees, volunteers and therapists for their committed approach to tackling the challenges and demands we have faced during the year. We are very proud that the increased efforts and the implementation of the recovery plan had the desired effect of increasing income and efficiency, enabling us to deal with more referrals and putting the charity back on a successful path. There is still work to be done and we look forward to planning new projects to increase our reach and provide additional services such as wellbeing events and support for carers and families.

FINANCIAL REVIEW

The results for the year and the financial position of the charity are presented in the financial statements in the following pages.

The Harmony Therapy Trust – Charity no. 1173141

Receipts and payments accounts

For the year ended 30 April 2024

Contents of the Receipts and payments accounts
For the year ended 30 April 2024

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General Information
For the year ended 30 April 2024

ADDRESS:

Pioneer Room

The Healthy Living Centre
Broadway
Sheerness
Kent
ME12 1HH

INDEPENDENT EXAMINER:

Daniel Grenham FCCA

45 Granville Drive
Greenhill
Herne Bay
Kent
CT6 7QZ

TRUSTEES:

Gillian Margaret Pollard (Chair)
Lyn Baseley
Catherine Ashby-Clark
Kim Pullen Cruttenden
David Lee Wayte
Deborah Mulvany
Olivia Gillmor

I report on the accounts of the Trust for the year ended 30 April 2024, which are set out on pages 3 to 4.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daniel Grenham FCCA
45 Granville Drive
Greenhill
Herne Bay
Kent
CT6 7QZ

14 August 2024

Receipts & Payments Account
For the year ended 30 April 2024

	30.04.2024		30.04.2023	
	£	£	£	£
UNRESTRICTED FUNDS				
RECEIPTS				
Donations and events		19,369		12,751
Other Grants		32,500		16,900
Sales of books, calendars etc		-		49
Training school courses		-		-
Sponsorship		-		-
Bank interest		238		72
Sundry other receipts		<u>125</u>		<u>-</u>
		52,232		29,772
PAYMENTS				
Therapies	29,620		29,005	
Travel costs	669		1,063	
Insurance	625		616	
Office rent	1,200		933	
Postage, stationery and office equipment	460		1,505	
Telephone and internet	646		843	
Training and administration	17,739		12,816	
Computer software and support	1,395		3,862	
Events costs	2,803		855	
Sundry other expenses	<u>1,437</u>		<u>1,289</u>	
		<u>56,594</u>		<u>52,787</u>
NET RECEIPTS / (PAYMENTS) – UNRESTRICTED FUNDS		<u>(4,362)</u>		<u>(23,015)</u>
RESTRICTED FUNDS				
RECEIPTS				
National Lottery funding		-		-
PAYMENTS				
Computer software and support	-		4,607	
Lectures for training school	-		-	
Training school administration	-		-	
Training school equipment	-		-	
Event costs	-		-	
Sundry other expenses	<u>-</u>		<u>-</u>	
		<u>-</u>		<u>(4,607)</u>
NET RECEIPTS / (PAYMENTS) – RESTRICTED FUNDS		<u>-</u>		<u>(4,607)</u>
				<u>(27,622)</u>
TOTAL NET RECEIPTS / (PAYMENTS)		<u>(4,362)</u>		<u><u>-</u></u>
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Cash funds brought forward	25,823	-	25,823	53,445
Net receipts / (payments)	<u>(4,362)</u>	<u>-</u>	<u>(4,362)</u>	<u>(27,622)</u>
CASH FUNDS AT YEAR END	<u>21,461</u>	<u>-</u>	<u>21,461</u>	<u>25,823</u>

Statement of Assets &
Liabilities As at 30
April 2024

CASH FUNDS

			30.04.2024	30.04.2023
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
HSBC Current account	2,547	-	2,547	9,055
HSBC Deposit account	17,713	-	17,713	14,475
HSBC Community account	1,158	-	1,158	2,250
Cash in hand	43	-	43	43
	<hr/>	<hr/>	<hr/>	<hr/>
CASH FUNDS AT YEAR END	21,461	-	21,461	25,823
	<hr/>	<hr/>	<hr/>	<hr/>

ASSETS

- 1) Electrical equipment including computers, printers, fridge, microwave and a kettle.
- 2) Furniture, fittings and equipment including desks, cabinets, bookcase, cupboards, office chairs, tables, dividing screens, binding machine and a laminator.
- 3) Training school equipment including laptops, projector, screen, programme, rolla banners and collection pots

LIABILITIES

The charity was committed to making therapists payments as at 30 April 2024 amounting to £5,825 (2023: £14,375). In addition to this there were no further amounts (2023: £ Nil) ringfenced for expenditure that the charity was committed to as at 30 April 2024.

APPROVAL BY TRUSTEES

We approve the receipts and payments accounts and the statement of assets and liabilities and we confirm that we have made available all relevant records and information for their preparation.

Signed on behalf of all the trustees of The Harmony Therapy Trust by:

L Baseley

Date:
