

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 08	Year 2022		Day 31	Month 07	Year 2023

Section A Reference and administration details

Charity name

The Richard Magill Fund

Other names charity is known by

Registered charity number (if any)

1175064

Charity's principal address

1 Saxon Way, Bradley Stoke, Bristol

Postcode

BS32 9AR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
2	Gillian Behenna			
3	Clark Denmark			
4	Jackie Griffiths			
6	Hilary Sutherland		Resigned 12/06/23	
7	David Morton		Resigned 27/07/23	
8	Jemima Buoy		Resigned 12/06/23	
9	Sara Louise Pocock			
10	Philippa Cook		Appointed 12/09/22	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Patron	Sarah Batterbury	168 Holcambe Lane, Bathampton, BA2 6UU

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by serving Trustees

Additional governance issues (Optional information)

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

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

During the reporting year, we were sorry to lose 3 trustees: Hilary Sutherland (one of our founding trustees) Jemima Buoy, and David Morton. We are very grateful to them for their work as Trustees of the Richard Magill Fund.

We actively searched for new trustees and the search will continue. So far we have not been successful in recruiting. The present Board numbers 5 and this poses a risk to the charity since there are not enough trustees to cover all the work.

Jemima Buoy continued to work with the charity until July 2023 to enable the second cohort of volunteers to complete their training. We are grateful to her.

The Trustees keep up to date a conflict of interests register.

We set up a Paypal account to enable people to donate easily to the charity

Section C Objectives and activities

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

To relieve the needs of those who are Deaf/British Sign Language (BSL) users and their carers by providing access to medical information and care for users of BSL in end of life support in particular but not exclusively by providing access to training to healthcare professionals, BSL/English interpreters and Deaf advocates

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

The Trustees have given due regard to the fact that all the activities of the Charity should be for the public benefit of those within our Objects.

We continued training of a second cohort of volunteers and completed it. We carried out appropriate DBS checks on all our volunteers.

We took part in a well-being fair in Bristol and ran two workshops looking at end-of-life issues and how to respond.

We took part in a regular training session for medical students at the University of Bristol to alert them to issues for Deaf BSL users in hospital, especially at the end of life.

We printed a stock of cards with our own design that we can use as sympathy cards or for other events.

Our volunteers actively supported 2 Deaf people at the end of life

We exhibited information at a Deaf information Day in Bristol. This enabled us to talk to members of the public and Deaf people about the aims of the charity

Additional details of objectives and activities (Optional information)

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

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

We have future-proofed our work by developing a training programme that can be delivered over about 18 months. This can be delivered whenever there are enough new volunteers, and also ensures there are training opportunities for current volunteers who may have missed sessions.

Summary of the main achievements of the charity during the year

Completed training the second cohort of volunteers
All our policies have been translated into BSL and are on our website
Updated the website
Attended information events: Well-being fair, medics training, Deaf information day
Stayed in touch with our supporters, potential volunteers and potential beneficiaries through social events, fundraising events, and Christmas cards
Successfully and positively supported one Deaf person and the family until he died.
We are actively supporting another Deaf person with dementia.

Section E Financial review

Brief statement of the charity's policy on reserves

We do not have a reserves policy at present

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

The charity relies on fundraising from the community
We have a small number of regular donors.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Gillian E. Behenna

Full name(s)

Gillian Eve Behenna

Position (eg Secretary, Chair, etc)

Trustee

Date

04.09.2023

The Richard Magill Fund

Management Account for the year.

1 August 2022 to 31 July 2023



Income

Donations	£925.00
Fundraising Events	£0.00
Training	£600.00
Planned Giving	£430.00
Pay Pal testing	£0.01
TOTAL	£1955.01

Expenditure

Interpreting	£599.00
Events - Training	£948.98
- Expenses	£416.09
Venue Hire	£317.25
Publicity	£370.86
Governance	£392.82
Refund	£70.00
TOTAL	£3115.00

Income over Expenditure	-£1159.99
Carried Forward from 2021/22	£10775.84
TOTAL ASSETS	£9615.85

Notes

1) The Total Assets matches with the balance online at end of July 2023

2) We were checking that the Pay Pal works on the website by the PayPal organisation paying a penny.

3) To ensure the charity is able to respond quickly to people in need, we will seek to keep a minimum of £5,000 in our account. If the account goes below £5,000, efforts will be made to fundraise to above this amount.

Independent Examiner's Report:

This report examines the accounts for the Richard Magill Fund between August 2022 and July 2023. Verification of the opening balance is not included in this report.

Income totalling £1,955.01 is confirmed to be correct from the management accounts provided. The backup provided details the individual transactions totalling this value, although upon inspection there are anomalies in the formula used to calculate the totals. None of the outcomes are incorrect from the information provided, but the integrity of the backup would be improved if all the formula were the same.

Expenditure totalling £3,115.00 is confirmed to be correct from the management accounts provided. The backup provided details the individual transactions that total the final amount, and all sub totals are correct. This section also had inconsistent formula as well as hard coded values in the total columns. Again, integrity of this section can be improved by removing all hard coded totals and by creating a consistent formula throughout.

The final calculation of "Income over expenditure" at -£1,159.99 is correct, as is the final "Total Assets" of £9,615.85.

There is no explanation provided this year for the activity of the categories of income and expenditure as there has been in previous years, but this does not impact the reconciliation of the management accounts for the year.

Overall, this is a reconcilable view of the financial activity of the RMF through 22/23 and these accounts have passed independent examination.

Eve Newman May 2024