

The Friends of Woking Community Hospital ("FWCH")
Registered Charity Number 11784L7
Trustees' Annual Report for the year to 31st January 2023

The charity is a Charitable Incorporated Organisation ('CIO'). Its Principal Address is 10 High Street, Horsell, Woking Surrey GU21 4UT.

The charity was formed on 14th May 2018, and registered on 17th May 2018, as the successor to the unincorporated charity Reg. 261396, the League of Friends of the Woking Community Hospital, for which the working name in recent years has been The Friends of Woking Community Hospital.

The Charity Trustees who manage the charity are, and were during the reporting period:

Mr J K Allan, Chairman

Dr A C Shephard, Vice-Chairman

Mr P W Spreckley, Treasurer (to October 2022)

Mr J D Budge, Treasurer (from November 2022)

Mrs B Hedges, Secretary

Mrs A Luckham, Membership Secretary

Mrs B Hunwicks

Mr B J Luckham

Mr C P Saunbury

The Charity is governed by its Constitution, and is constituted as a Charitable Incorporated Organisation ("CIO"). The Constitution follows the model set by the Charity Commission for an Association CIO - that is, one like ours which has a membership other than the trustees.

The Trustees are elected by the members of the CIO at the Annual General Meeting. Trustees retire in rotation, and are eligible for re-election. If necessary, Trustees can be elected temporarily by the other Trustees at a properly constituted meeting, and confirmation sought at the next Annual General Meeting.

The Trustees seek to broaden the group from which both members and Trustees of FWCH are drawn, so that it can fully reflect the users of the Community Hospital. This has been very difficult in the past, and part of the motive for changing the structure of the charity to a CIO has been to make trusteeship attractive to more people who would make good trustees.

The objects of FWCH are:

To relieve patients and former patients of the Woking Community Hospital and other invalids in the community who are sick, convalescent, disabled, handicapped or infirm and, generally, to support the charitable work of said Hospital.

The main activities of FWCH in relation to these objects are:

- Raising funds, mainly through subscriptions, donations and legacies, street collections and local events.
- Providing funds to the Hospital for their purchase of specified equipment, chosen by the Hospital, as agreed in advance with FWCH.
- Other gifts of money to the Hospital.
- Volunteer activity at the Hospital. The Volunteer activity includes decorating the Hospital at Christmas.

FWCH's receipts

FWCH's receipts for the year totalled £38,943. Of this, subscriptions were £4,257.

AGM

The AGM was held on 26th April 2022 at the United Reform Church, White Rose Lane, Woking.

Giving to the Hospital

Arrangements are in place with the service providers at the Hospital to ensure that our funding is for public benefit. This is a matter for continual vigilance.

Gifts to the Hospital by the CIO during the year have totalled £11,923.

The outstanding Wish List of items which we have agreed to fund totals £32,474 although it is not unusual for items on a wish list to be dropped when events so dictate, so the mere presence of an item on the list does not indicate a firm commitment to that spend. Estimates may also be updated as purchase proceeds. At 31 January 2022 it stood at £8,074.

FWCH's Reserves are maintained at a level in excess of all known and probable obligations, taking no account of anticipated income.

On a receipts and payments basis, these reserves are represented by cash in accounts with Lloyds Bank and with Virgin Money. The Reserves are a single, general, fund.

The Trustees consider that the major risks to FWCH are:

- Litigation related to equipment funded by the Association. This risk is managed by ensuring that FWCH's role is strictly limited to the provision of funds, and by having Public Liability Insurance.
- Litigation arising from the voluntary work done by its members. This risk is managed by limiting the scope of work undertaken, by care in its execution, and by having Public Liability Insurance.
- Re-allocation of funded equipment to other Hospitals, or its redundancy due to policy changes. These risks can be managed to some extent by obtaining letters of undertaking from the Hospital on major items, but in the end the matter is in the power of the NHS and the hospital management.
- Risk of bank collapse. This is not thought at all likely. Also, all our funds are covered by the FSCS compensation scheme.
- Risk of acting improperly in making donations for the benefit of the Hospital. This is being managed by careful review of Wish Lists, guided by the procedures which have been developed with NHS and the service providers.
- Litigation associated with our use of the internet. Our Trustee Indemnity Insurance provides some, but limited, cover against such a situation.

Data Protection

The data protection policy of the CIO is the same as that of the predecessor unincorporated charity and complies with the data protection law (the GDPR which became effective on 25 May 2018).

The consents given to the unincorporated charity to hold and use data explicitly allowed for them to apply to the CIO on the same terms if and when it was formed.

Responses to mandatory questions from the Charity Commission

Your charity's income and spending? Income £38,943, spending £13,798

Does your charity raise funds from the public? Yes

Does your charity work with a professional fundraiser? No

Does your charity work with a commercial participator? No

Is grant-making the main way your charity carries out its purposes? Yes

In this period, did your charity receive income from contracts from central government or local authorities? No

In this period, did your charity receive grant funding from central government or from local authorities? No

In this period, did your charity receive income from outside the UK? No

During this period, did your charity operate outside England and Wales? No

Are the Trustees satisfied that the charity's risk management policy and procedures adequately address the risks to the charity arising from its activities and/or where it operates? Yes

Does the charity have any trading subsidiaries? No

During this period, did any of the Trustees receive remuneration or benefits other than expenses incurred? No

For what services were any of the Trustees paid? None

During this period, did any of the Trustees resign and take up employment with the charity? No

During this period, did any of your charity's staff receive total employment benefits of more than £60,000? No

How many UK volunteers, excluding Trustees, have during [this] period? This is hard to define, but about ten

During this period, did your charity review its financial controls? Yes

Has the charity obtained a standard, enhanced or enhanced with barred lists DBS check on all Trustees, employees and volunteers who are in roles that are eligible for these checks? No such roles

Declarations

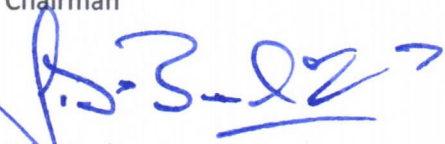
(i) The Trustees declare that they have approved the Trustees' report above.

(ii) The Trustees declare that there have been no serious incidents within the Charity during the reporting period or subsequently that could significantly harm the Charity's property, work, beneficiaries or reputation; nor have there been other matters in that period which they should have brought to the attention of the Charity Commission.

Signed on behalf of the charity's trustees



Jonathan Allan
Chairman



John Budge
Treasurer

Independent examiner's report to the trustees of The Friends of Woking Community Hospital Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the accounts of the **CIO (Registered Charity Number 1178417)** for the period from 1 February 2022 to 31 January 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the CIO's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

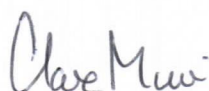
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed:



Name: Clare Muir

Address: Ffrogs, Pond Road, Woking, Surrey, GU22 0JT

Date: 6th March 2023

The Friends of Woking Community Hospital
Registered Charitable Incorporated Organisation 1178417

**Receipts and Payments Account
for the Year to 31st January 2023**

(Individual figures and totals are rounded separately)

	2023	2022
Receipts:		
Voluntary Income	£	£
Members' subscriptions	4,257	4,350
Other donations and legacies	29,030	2,961
Sub-Total	33,286	7,311
Activities for generating funds		
Plant Sale	3,344	3,985
Bridge Afternoon	0	0
Quiz Night March 2022	1,177	0
FWCH Christmas Cards	754	1,564
Waitrose street collection	359	496
Other	0	0
Sub-Total	5,634	6,045
Bank Interest	24	43
Total Receipts	38,943	13,399
Payments:		
Gifts and donations to Hospital	£	£
	11,923	2,273
Costs of Fundraising		
Plant Sale	377	370
Bridge afternoon	0	0
Quiz Night March 2020	0	(195)
Quiz Night March 2022	41	163
Christmas cards	415	478
Other	0	0
Sub-Total	833	815
Costs of Generating Voluntary Income		
Printing stationery, postage & telephone	24	0
Website and Promotional	51	51
Sundries		
Sub-Total	75	51
Governance expenditure		
Insurance policy & "Attend" membership	645	614
AGM - documents and hall hire	282	269
Other	40	0
Sub-Total	967	883
Total payments	13,798	4,022
Net Surplus/(Deficit)	25,145	9,376

Note:

"Plant Sale" in 2022/23 includes a donation of £1,470 from "Barclays £ for £"

The Friends of Woking Community Hospital

Registered Charity 1178417

Gifts to the Hospital Funded in 2022/23

	£
Bradley craft scheme, newspapers for Bradley and Alexandra Wards, visiting musician	900
Raiza Chair Patient Lifting Aid	3,496
Cash for Jubilee Ward Parties	360
Medimotion Machine	6,205
Cash for Ward Christmas Parties	500
Christmas Trees and Food	202
Bradley Ward Cookery Rehabilitation Scheme	260
	<hr/> <hr/>
	11,923

The Friends of Woking Community Hospital

Registered Charity 1178417

Statement of Assets & Liabilities

(Individual figures and totals are rounded separately)

	As at:	31/01/23	31/01/22
MONETARY ASSETS			
Balances at Bank (cash book basis)			
Lloyds - Treasurers Account		29,757	4,635
Virgin Money deposit account		38,101	38,078
Total Monetary Assets		<u>67,858</u>	<u>42,713</u>
MONETARY LIABILITIES		0	0
MONETARY ASSETS less MONETARY LIABILITIES		<u>67,858</u>	<u>42,713</u>
RESERVES			
As at 1st February		42,713	33,337
Surplus/(Deficit)		25,145	9,376
As at 31st January year end		<u>67,858</u>	<u>42,713</u>
Memo: ALLOCATIONS of RESERVES against WISH LIST			
Total Wish List still to fund		32,474	8,074
Unallocated funds		35,384	34,639

Notes:

1. Donations to the Hospital are controlled through a Wish List prepared by the Hospital, and agreed by FWCH. It is not unusual for items on a wish list to be dropped when events so dictate, so the mere presence of an item on the list does not indicate a firm commitment to that spend. Estimates may also be updated as purchase proceeds. Once the Hospital has initiated purchase, however, FWCH can be fairly sure that the corresponding funds will be required; and when the supplier has submitted his invoice, the Hospital has agreed it, and NHS or the service provider has paid it, the amount of FWCH's liability is fully defined.

2. As at 31 January 2023:

- (a) apart from its agreements under the Wish List, the CIO has given no guarantees
- (b) the CIO has no debts secured on its assets

3. Gift Aid tax recoverable on subscriptions and donations is credited in the period in which it is received

Jonathan Allan
Chairman

John Budge
Treasurer