



Registered Charity 1182307  
[www.cc-sn.org](http://www.cc-sn.org)

## **Trustees' Annual Report & Accounts For the year ended 31 March 2023**

**Critical Care Support Network is a Charitable Incorporated Organisation, no. 1182307, first registered with the Charity Commission on 4 March 2019.**

The charity is registered for Gift Aid with HM Revenue & Customs.

### **Contact details:**

Critical Care Support Network  
The Bluecoat  
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CHESTER  
CH1 4EE

07955 848 955

Email: [info@cc-sn.org](mailto:info@cc-sn.org)

Website: [www.cc-sn.org](http://www.cc-sn.org)

### **Trustees of the Charity**

	Role	Appointed	Resigned
Miles Negus-Fancey	Chair	4 March 2019	
Sue Dean	Treasurer	4 March 2019	
Quentin Underhill		4 March 2019	
Aleta Doran		4 March 2019	31 March 2021
Deborah Graham		8 July 2019	31 August 2021
Elizabeth Hinds		3 September 2019	

### **Bank**

NatWest Bank,  
Eastgate Street  
Chester  
CH1 1LG

## Governing Document

Our Constitution is based on the Charity Commission's model governing document for Charitable Incorporated Organisations, Association model, where the members have voting rights.

**Charitable Objects** – as defined in our Constitution:

**To preserve and protect the health and well-being of current and former critical care patients, their family members and carers by providing and assisting in the provision of facilities and support services and through engaging with and assisting other individuals and organisations towards the same aims.**

## Trustee Selection Methods

There must be at least 3 Trustees. The maximum number is 12.

In accordance with the Constitution, Trustees are appointed or re-appointed for a term of 3 years by a resolution passed at a properly convened meeting of the Charity members.

In appointing trustees, due consideration is given to ensuring that the Trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law.

## Activities

The Trustees of Critical Care Support Network confirm that they have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

**Our overriding intention is to help critical care patients and their families make the best possible recovery from their illness.**

From April 2020 we have operated almost exclusively on Zoom and found that it has been surprisingly successful.

Our Trustees and Committee meetings have all moved to Zoom and will remain there – we have found it is extremely time effective.

## **Chair – Miles Negus-Fancey**

### **Review of the Year**

We have survived the most difficult 12 months imaginable. None of us could have predicted the full impact of the pandemic and it is only now that we are realising the aftermath. Our group has successfully adapted and altered to suit the climate we are experiencing and we will continue to develop accordingly. We are committed to remaining on line for the foreseeable future since so many of our members are not based near to our original base.

Our various sessions have been well attended although they are not operating at the limit of their capacity, we would encourage any who join us to try them out, they remain free at the point of access although, we as a charity pay those that run various sessions. To that end, our trainers & instructors have continued to give a fantastic standard of service for which we are extremely grateful so our thanks to Jo Ruffell and Gareth Tattum for the Exercise sessions, Lynn Mooney for Yoga, Zoe Tucker and Teri Bagnall for the Arts sessions and John Lindley for his Creative Writing workshop.

Please scroll through our website, if you would be interested in trying out any session then contact our admin team which is Sue, Sarah, Amanda. Simon will point you in the right direction if requested on FB.

I have included a list of the average weekly agenda.

- A twice weekly beginners exercise class for newly discharge patients
- A twice weekly Intermediate class for those progressing from beginners
- A weekly 'advanced' class for those who have improved and are planning at least a part time return to work or some aspects of their normal life. Relatives are also welcome.
- Two 'Core Control' classes – beginner and advanced to help build core strength.
- Weekly Gentle Yoga sessions – these are designed to aid mobility and flexibility and are a good way to deal with stress and lessen anxieties.
- Anyone wishing to attend any of our exercise or yoga classes now attends an Induction session – for them to understand what is involved and our trainers to understand their limitations – we have a duty of care to those taking part, and this is slightly more difficult on Zoom.
- We hold regular Relaxation workshops.
- As another option for dealing with stress, and also to combat social isolation we offer a varied programme of arts and crafts activities on Zoom.
- We have run a series of social events – Bingo, Quizzes and Murder Mystery evenings.

We now have new leaflets and posters that reflect the development of the Group – our thanks to Sarah and Stuart for their work on these and to Alderstone Solicitors for sponsoring them and also our striking new T-shirts and tabards. Thanks too to Phil for his work updating our website in line with our new materials.

Thanks to Amanda & Sarah our social media presence is building, we have a steady stream of requests for public information packs from trusts right across the country. Running alongside our weekly virtual sessions, we also have an expanding forum on FB which is monitored daily and is now nearly 1 year old. Thanks to our admins here too.

We have continued our involvement working with the educational team at Countess of Chester Hospital – we strongly believe this can only benefit both patients and staff as they begin to understand the issues faced by critical care patients.

## **Looking to the future**

A significant challenge for us is funding. We are extremely grateful to all of those who have supported us throughout this difficult year – the details of donors and supporters are in the Financial Report.

Although none of the committee or trustees charge for their time and effort, we do have running costs and we pay our trainers for their time & expertise.

We are always looking for new ideas and our 100 club for instance is a brilliantly simple way for each of us to make a painless financial contribution to the charity and there is a prize draw each month.

We feel we have developed systems that are manageable for anyone and that financial restrictions should not be a barrier to participation in our service structure. Sarah Graaskov and Sue Dean have created a wonderful monthly newsletter and along with Amanda, they also formed the nucleus of an administration team which will share tasks amongst those who would like to help us, this includes organising the annual raffle and any social or special workshops that we may choose to run. As an early member of this group, I found participation on all levels of the groups and important tool to regain confidence and life skills after ICU.

Another challenge is to encourage our expanding FB community to engage with all aspects of the charity.

Most importantly we look to expand the catchment area of the group so that we can help as broad a spectrum of people as possible, specifically, we hope to collaborate with more health authorities. Our committee works tirelessly to disseminate information, posters and leaflets for all of our sessions.

We continue to develop relationships with critical care outreach teams across the country and offer our services as a crucial aid to recovery - we see this as an extension of the help offered by the various Trusts complementing the tremendous efforts put in by the critical care teams.

We greatly appreciate the dedication and time given by our Trustees and Committee members who have continued their hard work and are working with us to plan for a busy and constructive future.

Our Trustees have reviewed the development of the Group, we can only see the need for our services continuing and we are therefore working to secure funding to continue and increase our services

## **Miles Negus-Fancey - Chair**

## **Treasurer – Sue Dean**

### **Financial Review**

Details of any funds materially in Deficit - The Charity has no funds which are materially in deficit.

#### **Policy on Reserves**

The Charity's policy on reserves is to generate and maintain a balance which is sufficient:

- a. to preserve the financial viability of the Charity in the event that unforeseen and/or unavoidable circumstances precipitate a short-term fall in its income;
- b. to enable the Charity, in the interests of meeting its objectives, to undertake from time to time the setting up of new and innovative projects on a pilot basis to demonstrate the viability and potential benefits of such activities as a precursor to securing the external funding necessary to maintain such projects on an on-going basis.
- c. Currently the policy is to have £6000 in reserve.
- d. This policy is reviewed annually at the start of the financial year.

#### **Principal Sources of Funding and Outgoings Year Ending 31 March 2023**

##### **Income**

We began the year in a healthy financial situation. However, our total income has fallen to £7895 from £21398 last year, justifying our Reserves policy and reflecting the difficulties everyone has faced due to the pandemic. Grant income in particular has been hard to come by as grants givers focus on the rising cost of living. The grants awarded in this year will be received in the next financial year.

We would particularly like to thank everyone who has donated to the Group, resulting in a total of £2417.

Our members have been actively fundraising for us and we are very grateful for everyone's support and generosity. We would particularly like to thank everyone who took part in or supported the following events:

- **Chester Business Club's Sponsored Walk** – Stuart Hughes, Phil Dean, Mark & Julie Gray, Maria & Kevin Healy raised £1492
- **Ian Hockings Testway Ultra 50** (in support of Daniel Graaskov) £622 In this financial year and £788 in total.

Each Spring we hold our annual Prize Draw. This financial year due to the timing of Easter the proceeds of two Draws fall in these accounts. Our Draw in April 2022 raised £1203 and in April 2023 our Prize Draw raised £1096. Our thanks to everyone who bought or sold tickets and special thanks to Alderstone Solicitors for the donation of £250 of John Lewis vouchers for each first prizes.

We continually review our funding strategy. In view of the current economic climate we are exploring opportunities for income from recycling, and are working with Easyfundraising who make a donation to the Group for any on-line orders with a large number of retailers placed through them.

We continue to use CAF Donate as our Fundraising platform.

## **Expenditure**

Our total expenditure this year has been £18078. Our main expenditure has been a total of £16917 on all the members activities – Exercise, Yoga, Relaxation, Crafts and Social Events. Of the remaining expenditure £490 covered fundraising costs whilst £670 covered insurance, Zoom, stationery and postage

## **Looking to the Future**

We have from the beginning been aware that admission to Critical Care is almost always unplanned and can bring financial difficulties through absence from work and child care issues etc. We therefore plan to maintain our policy of not charging members for our activities, but we very much appreciate our members support through our fundraising activities. These are important, not only for the income they generate, but also in helping to spread the word about our services.

We therefore plan to continue our Annual Prize Draw which funds the basic necessities of Group Administration and our fundraising costs. We ended the year planning the launch of our 100 Club – anyone can join and pay a monthly donation of £5 and is allocated a number which is entered into the draw via a Random Number Generator. 35% of the income is distributed via 3 prizes and the remainder helps to fund the activities of the Group. Amanda is organising this and would be very happy to hear from anyone who would like to join!

Sarah also plans to expand our Money4Nothing campaign by expanding our recycling schemes.

We will of course continue to apply for grant funding to secure and expand our programme of activities.

## **Remuneration of Trustees**

All Trustees act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Charity.

Out-of-pocket expenses necessarily and reasonably incurred by Trustees in promoting the purposes of the Charity are reimbursed at cost.

## **Statutory Statements on Liabilities**

The Trustees declare that:

- a. The charity has given no guarantees where potential liability under the guarantee is outstanding at the date of this statement (e.g.: any outstanding/ongoing contract or legal undertaking to buy or provide specific services);
- b. The charity has no debt outstanding at the date of this statement which is owed by the CIO and which is secured by an express charge on any assets of the CIO.

**Sue Dean - Treasurer**




**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

<b>Report to the trustees/ members of</b>	Charity Name CRITICAL CARE SUPPORT NETWORK CC-SAL		
<b>On accounts for the year ended</b>	31 <sup>st</sup> MARCH 2023	<b>Charity no (if any)</b>	1182307
<b>Set out on pages</b>	(remember to include the page numbers of additional sheets)		
<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.</p>			
<b>Responsibilities and basis of report</b>	<p>As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").</p> <p>I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.</p>		
<b>Independent examiner's statement</b>	<p>[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.</p> <p>I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:</p> <ul style="list-style-type: none"> <li>the accounting records were not kept in accordance with section 130 of the Act; or</li> <li>the accounts did not accord with the accounting records; or</li> <li>the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.</li> </ul> <p>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.</p> <p>* Please delete the words in the brackets if they do not apply.</p>		
<b>Signed:</b>			<b>Date:</b> 19/5/2023
<b>Name:</b>	KEVIN N. HEALY BA.		
<b>Relevant professional qualification(s) or body (if any):</b>	FCCA FIIA.		

Receipts & Payments Account for the Financial Year Ended 31-Mar-23					
CRITICAL CARE SUPPORT NETWORK					
	Current Financial Year, Apr'22-Mar'23				Last Year
	Unrestricted Funds	Designated Funds	Restricted Funds	Total	Total
<b>RECEIPTS</b>	£	£	£	£	£
Voluntary Income	3,133			3,133	10,152
Income Generation	4,749			4,749	7,998
Investment Income	13			13	0
Charitable Income	0		0	0	3,250
Advance Receipts	0			0	0
<b>TOTAL RECEIPTS</b>	<b>7,895</b>		<b>0</b>	<b>7,895</b>	<b>21,400</b>
<b>PAYMENTS</b>	£	£	£	£	£
<b>Costs of Generating Funds</b>					
Fundraising	490			490	577
Charitable Trading	0			0	0
Other	0			0	0
<b>Sub-total</b>	<b>490</b>	<b>0</b>	<b>0</b>	<b>490</b>	<b>577</b>
<b>Charitable Activities</b>					
Specific Projects			0	0	14,273
General Activities	16,917			16,917	50
<b>Sub-total</b>	<b>16,917</b>	<b>0</b>	<b>0</b>	<b>16,917</b>	<b>14,323</b>
<b>Support Costs</b>					
Governance	0			0	0
Administration	670			670	964
<b>Sub-total</b>	<b>670</b>	<b>0</b>	<b>0</b>	<b>670</b>	<b>964</b>
<b>Advance Payments</b>	<b>0</b>			<b>0</b>	<b>0</b>
<b>TOTAL PAYMENTS</b>	<b>18,078</b>	<b>0</b>	<b>0</b>	<b>18,078</b>	<b>£15,864</b>
<b>NET RECEIPTS-PAYMENTS</b>	<b>-10,183</b>	<b>0</b>	<b>0</b>	<b>-10,183</b>	<b>5,536.00</b>

Movements in Funds for the Financial Year To 31-Mar-23					
<b>Cash Assets</b>	Bt'Fwd at 01-Apr-22	Receipts in Period	Payments in Period	Net Transfers in Period	
<b>Cash at Bank &amp; in Hand</b>					
Petty Cash	19	0	-123	111	7
Bank Current Account	9,994	7,895	-17,954	1,389	1,323
	10,013	7,895	-18,078	1,500	1,329
<b>Sundry Debtors (Unreconciled De</b>	0				0
<b>Sundry Creditors (Unreconciled P</b>	0				0
	0				0
<b>Investment/Deposit Accounts</b>	Bt'Fwd	Interest		Net Transfers	Cd'Fwd
Bank, Deposit Account	6,010	25		-1,500	4,534
<b>Cash Assets</b>	<b>16,022</b>				<b>5,864</b>

Allocation of Funds for the Financial Year To 31-Mar-23					
<b>Cash Assets</b>	Bt'Fwd at 01-Apr-22	Receipts in Period	Payments in Period	Transfers in Period	Cd'Fwd at 31-Mar-23
<b>Comprising:</b>					
<b>General (Unrestricted) Funds</b>	16,022	7,895	-18,078	0	5,864
<b>Designated Funds</b>	0		0		0
<b>Restricted Funds</b>					
R1-	0	0	0		0
R2-	0	0	0		0
R4R-	0	0	0		0
R4R-	0	0	0		0
0	0	0	0		0
R6-	0	0	0		0
R7-	0	0	0		0
R8-	0	0	0		0
R9-	0	0	0		0
R10-Rename or delete	0	0	0		0
<b>Total Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>Total Funds</b>	<b>16,022</b>				<b>5,864</b>

Statement of Assets & Liabilities as at 31-Mar-23					
	Unrestricted Funds	Designated Funds	Designated Funds	Restricted Funds	Total at 31-Mar-23
<b>Cash Assets</b>	5,864	-	-	-	<b>5,864</b>
<b>Other Monetary Assets</b>					<b>0</b>
<b>Investments Assets</b>	378				<b>378</b>
<b>Assets Retained for Own Use</b>					<b>0</b>
<b>Liabilities</b>					<b>0</b>



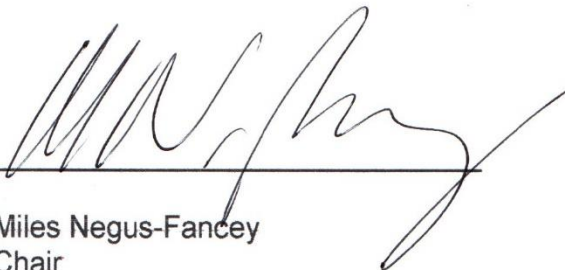
## Notes to the Accounts


- a) Accounting Policies  
The financial statements have been prepared in accordance with the Charities Act 2011 Section 133, using the Receipts and Payments basis available to small charities. and the charity's own Simple Accounts Spreadsheet.
- b) Reimbursement of Out-of-Pocket Expenses  
Out-of-pocket expenses incurred necessarily, reasonably and incidentally in the course the charity's activities are reimbursed at cost.  
No Trustees received any reimbursement of out-of-pocket expenses in the financial year.
- c) Salaries & Professional Fees  
No trustee receives any payments for the services they provide to the charity. In the current financial year the charity employed no staff.
- d) Exercise and Yoga classes and similar are taken by qualified trainers who are paid a session fee, they are not employed by the Charity.
- e) Fixed Assets  
The charity has not purchased or disposed of any fixed assets in the current financial year;
- f) Creditors & Debtors  
Cheques for goods or services purchased, or invoices for goods or services delivered, which are issued prior to the end of the financial year but not appearing in the end of financial year bank statement are reported as outstanding creditors or debtors respectively.
- g) Rounding Discrepancies  
All amounts are recorded to the penny, but in these accounts are shown as digitally rounded to the nearest pound. This can occasionally result in a total apparently not being the sum of its constituent amounts. All individual amounts, and their totals, are nevertheless correct.

## Approval of the Board of Trustees

The Trustees declare that they approved the above Annual Report and Statement of Financial Activity.

Signed on behalf of the Trustees

  
Miles Negus-Fancey  
Chair

  
Susan Dean  
Treasurer

Date 15/7/23

Date 15/7/23