

# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

England & Wales · Charity number 1187387

## Details

---

**Status** Registered

**Legal form** CIO

**Registered** 2020-01-15

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** 48 Chatsworth Crescent  
Hounslow  
TW3 2PB

**Phone** 07933993263

**Email** [hbrsg2019@outlook.com](mailto:hbrsg2019@outlook.com)

**Website** [hbrsg.org](http://hbrsg.org)

## Activities

---

**Objects:** TO PROMOTE AND PROTECT THE GOOD HEALTH OF PEOPLE WITH RESPIRATORY ILLNESSES OR LONG-TERM HEALTH CONDITIONS AND THEIR PARTNERS AND CARERS IN PARTICULAR BUT NOT EXCLUSIVELY BY PROVIDING SUPPORT AND A RANGE OF ACTIVITIES TO RELIEVE THEIR NEEDS.

**Activities:** Provide advice and support to people living with a long term medical condition.

## Classification

---

- **How:** Provides Advocacy/advice/information
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives
- **Who:** Elderly/old People, People With Disabilities

## Geography

---

- Hounslow

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-31	£40,827	£39,021	-	-
2024-01-31	£25,259	£27,124	-	-
2023-01-31	£27,263	£27,202	-	-
2022-01-31	£14,185	£13,143	-	-
2021-01-31	£27,784	£9,966	-	-

## Trustees

Name	Role	Appointed
<b>Roger Smith</b>	Chair	2020-01-15
Angela Susan Smith		2020-01-15
Dr Savio Rodrigues		2023-03-25
Garima Arora		2023-11-21
Laura-Jane Eleanor Wareing		2025-07-01
Margaret Medici		2021-10-18

**HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP**

England & Wales - Charity number 1187387

---

# Accounts

---

**You are Not Alone**



**ANNUAL REPORT AND ACCOUNTS  
2024/25**



**Hounslow Borough Respiratory Support Group**  
Charity no: 1187387



**Hounslow Borough Respiratory Support Group (HBRSG)  
Annual Report and Accounts 2024/25  
Charitable Incorporated Organisation Reg No: 1187387**

## Contents

<b>1. Performance Report</b> .....	4
<b>1.1 Overview of Achievements and Performance</b> .....	4
<b>1.2 Statement from the Chair</b> .....	5
<b>1.3 Objectives</b> .....	6
<b>1.4 Activities</b> .....	6
<b>1.5 Principal Risks for 2025/26</b> .....	7
<b>1.6 Going Concern</b> .....	7
<b>2. Future Plans</b> .....	7
<b>2.1 Financial Review</b> .....	7
<b>2.2 Grants</b> .....	8
<b>2.3 Reserves</b> .....	8
<b>2.4 Investment Policy</b> .....	8
<b>2.5 Risk policy</b> .....	8
<b>3. Structure, Governance and Management</b> .....	9
<b>3.1 Structure</b> .....	9
<b>3.2 Trusteeship</b> .....	9
<b>3.3 Charity Assets</b> .....	9
<b>4. Balance Sheet</b> .....	9
<b>5. Statement of Financial Activities</b> .....	11
<b>6. Independent Examiner’s Report</b> .....	12

# 1. Performance Report

## 1.1 Overview of Achievements and Performance

The Hounslow Borough Respiratory Support Group continued to thrive in 2024/25, delivering a range of activities, social events, and services that enriched the lives of its 150 members. This year has been marked by significant growth in engagement and opportunities for members, as well as strategic investments to further the Charity's mission.

### Membership and Social Activities

The Group maintained its commitment to support those with a respiratory & chronic health condition by fostering a sense of community through its diverse monthly social activities, which were well-attended and appreciated by members. These included:

- A **vineyard trip**
- A visit to a **living history museum**
- **Pottery classes**
- A summer **picnic**

The weekly **Singing Group** continued to be a popular initiative, with an average attendance of 10 members each week. This activity provides both improved lung health, mental health benefits & a chance to connect with others. Providing entertainment alongside a supportive space to connect with others.

The Group also delivered **three exercise classes weekly**, promoting physical well-being among members. Plans are underway to introduce an additional exercise class in Chiswick to expand accessibility in March 2025.

### Educational and Supportive Engagement

The Group hosted **monthly meetings/ presentations** on a variety of topics relevant to members' needs, offering valuable information, support, and the opportunity to share experiences.

### Financial Growth and Support

Income for the year increased compared to the previous year. Helping HBRSG sustain its delivery of support and employ an Outreach worker to assist in its growth. Grants received included:

- **London Borough of Hounslow, National Lottery, Postcode Society Trust**, which supported the Group's ongoing initiatives.
- and **Heathrow Community Trust**, which funded the purchase of a projector and other equipment.

This financial growth has enabled the Group to sustain and expand its activities, demonstrating effective stewardship of resources.

### Strategic Milestones

A significant achievement this year was the employment of an **Outreach Worker**, made possible through grant funding. This role is pivotal in extending the Group's reach, engaging with underrepresented communities, and growing membership further.

## Looking Ahead

Building on this year's successes, the Group is committed to:

- Continuing to deliver a varied programme of activities, presentations and social events.
- Expanding its exercise class offerings to Chiswick to better serve members in the area.
- Enhancing its outreach efforts to increase membership and ensure inclusivity.
- Collaborating with West Middlesex hospital, local GP services and Hounslow Council to provide HBRSG support to those in need.
- Looking into the viability of a befriending scheme for our members.

The Hounslow Borough Respiratory Support Group remains dedicated to improving the lives of its members, fostering connections, and providing vital support to the community. The achievements of 2024/25 set a strong foundation for even greater accomplishments in the year ahead.

## 1.2 Statement from the Chair

HBRSG was formed in 2014 as a 'You Are Not Alone' group, launching into Charitable status in 2020. Our ambition has always been to provide support to people diagnosed with respiratory and other long-term health conditions. An estimated 90,000 people carry a long-term health condition diagnosis in Hounslow and we would very much like to help them.

Much has been achieved this year, with attendance of the singing, social and exercise classes growing steadily. Most markedly the grants given have secured us our first Outreach Worker who we are entrusting with our engagement in Hounslow, by advertising our presence as a support network for people with long-term health needs. The delivery of informative monthly talks and exciting social excursions is a crucial part of this outreach. We have also employed a Business Manager who will work towards growing our charity. Neither of these assets would have been possible without the generosity of funders. For which we are wholly thankful.

We continue to look for ways to assist our members and increase our capacity in the borough. We are presently in discussions with Chiswick House grounds to start an exercise class in March, alongside the future possibility of establishing a swimming session. HBRSG runs a regular stall outside the Respiratory & Cardio Outpatient clinics at The West Middlesex Hospital, where we hope to increase our presence and engage with patients before discharge.

The charity also continues to collaborate with The London Borough of Hounslow and to co-chair their Disability, Age & Equality Network. The group was heavily involved in the planning and delivery, as well as co-chairing the International Day of People and Disabilities event which was held at Holy Trinity Church in Hounslow last December.

All of this has supported our Charity in meeting the operational and financial performance requirements needed to survive and furthermore grow over the last 12 months.

As we look to the year ahead, and with funders hard to find, we will be focusing on engagement/membership and how to reach those who could benefit from all we provide here at Hounslow Borough Respiratory Support Group. I would like to express my gratitude to all the Trustees and Volunteers who have shown us the power of collaboration and belief in our charity's values.

Roger Smith

## 1.3 Objectives

The Hounslow Borough Respiratory Support Group's primary objective is to promote the health and well-being of individuals with respiratory illnesses and long-term health conditions, along with their partners and carers. This is achieved by offering a diverse range of activities, educational opportunities, and emotional support to enhance their quality of life.

Building on these core values, the Group has identified the following objectives for the upcoming year:

- Continue to deliver a variety of activities and services aimed at supporting the physical and emotional well-being of members, including social events, informative presentations, exercise classes, and a weekly Singing Group across a larger part of Hounslow Borough.
- Increase membership by reaching out to under-represented areas of the Borough and engaging communities in need, particularly those classified under CORE20 as areas of deprivation.
- Strengthen connections with members, carers, Hounslow Council and the broader community to ensure inclusivity and accessibility.
- Transition the exercise classes to a self-funded model, reducing reliance on grants while maintaining affordability for members.
- Explore additional funding streams, partnerships, and sponsorships to support long-term growth and stability with a focus on supporting those in receipt of Universal and Pension Credit.
- Provide a platform for members to connect, share experiences, and reduce feelings of isolation through a robust programme of social activities and events.
- Continue to host regular educational meetings on a variety of topics relevant to members' needs.
- Leverage the expertise of the recently employed Business Manager and Outreach Worker to engage new members, strengthen relationships with stakeholders, and identify opportunities to expand the Group's reach and impact within Hounslow.

By focusing on these objectives, the Hounslow Borough Respiratory Support Group aims to sustain and enhance its vital role in promoting health, fostering connections, and providing comprehensive support to individuals living with respiratory and other long-term conditions as well as their carer's.

## 1.4 Activities

To offer a diverse range of activities designed to promote health, social engagement, and emotional well-being for individuals with respiratory and other long-term health conditions and their carer's. These include Exercise Classes and a Singing Group, both tailored to improve physical and mental health. Monthly meetings to provide valuable educational and social opportunities. To organise a vibrant programme of social events, such as trips, workshops, and picnics, fostering a strong sense of community and reducing isolation. These activities are central to the Group's values in supporting its members and enhancing their quality of life.

## 1.5 Principal Risks for 2025/26

The Hounslow Borough Respiratory Support Group recognises several principal risks that could impact the achievement of its objectives:

- Maintaining financial sustainability, particularly as the Group works to transition exercise classes to a self-funded model and reduce reliance on grants.
- Growing membership in under-represented areas, including communities classified under CORE20 poses a challenge, as increased demand for financial support could strain the Group's resources and impact its ability to provide inclusive services.
- Ensuring consistent delivery of activities and programmes, despite resource constraints, is also a potential risk.

All principal risks are carefully monitored and reviewed by the trustees at quarterly meetings to ensure that mitigation strategies are in place and the Group's objectives remain on track. These reviews are essential for adapting to challenges and sustaining the Group's mission to promote the health and well-being of individuals with respiratory conditions and their carers.

## 1.6 Going Concern

HBRSG remains committed to its values in promoting the health and well-being of individuals with respiratory and other long-term conditions, along with their carers and partners.

Given the current economic climate and the difficulty in obtaining external funding the Trustees have taken action to ensure it can continue its core activities of delivering exercise and singing classes. It has, with a degree of reluctance, increased the members contribution to both activities, and annual membership with effect from February 2025. The Trustees will continue to pursue funding to minimise the financial impact on its members. The Trustees stance remains that they should only maintain the members contribution at a level sufficient to cover its direct costs in delivering these two activities. The appointment of a Business Manager and Outreach Worker will enable the Group to increase its collaboration with the NHS and local Council in partnership to promote and increase its membership as outlined in its plans for next year and beyond.

## 2. Future Plans

### 2.1 Financial Review

The Group had a successful year ending 31st January 2025, with total income of £40,827, including £26,249 in restricted funding. The largest grant, £19,260, was received from the National Lottery, supporting key activities. Expenditure for the year totaled £39,021 resulting in a surplus of £2,054, which will help sustain future initiatives.

While the Group achieved positive financial outcomes this year, continued support remains critical. Grants from partners such as the London Borough of Hounslow, Heathrow Community Trust, and

Postcode Society Trust were instrumental, but external funding is still necessary to expand services and reach more members. Moving forward, the Trustees will focus on diversifying income streams, including transitioning exercise classes to a self-funded model, to ensure the Group's long-term sustainability and ability to support its community effectively.

## Increase in Liabilities

The value of liabilities has seen a significant increase compared to the previous financial year. This increase is primarily attributable to changes in the timing of grant periods.

Unlike previous years, where grant periods aligned closely with our financial year running from February to January, the current grant cycles extend into the second half of our financial year. This timing shift has resulted in an increase in deferred income and outstanding commitments at year-end, as grant funds received for activities scheduled for 2025 are recorded as liabilities until those activities take place.

This adjustment reflects our ongoing efforts to maintain compliance with accounting principles, ensuring the accurate reporting of income and expenditure in line with the delivery of funded activities.

## 2.2 Grants

During the year, the Group received grants of:

Grant Funder	Amount	Start Date	Finish Date
Heathrow Community Trust	£610	1 <sup>st</sup> May 2024	7 <sup>th</sup> May 2024
London Borough of Hounslow	£11,480	1 <sup>st</sup> February 2024	31 <sup>st</sup> October 2024
London Borough of Hounslow	£7,927	8 <sup>th</sup> February 2024	14 <sup>th</sup> April 2025
London Borough of Hounslow	£12,500	12 <sup>th</sup> November 2024	11 <sup>th</sup> November 2025
National Lottery	£19,260	1 <sup>st</sup> November 2024	31 <sup>st</sup> October 2025
Postcode Society Trust	£8,000	31 <sup>st</sup> October 2024	30 <sup>th</sup> April 2026

## 2.3 Reserves

The Groups unrestricted reserves at the end of the year were £626 (2024 £247). The Group's reserve policy is to maintain sufficient funds equal to 12 (twelve) months unrestricted expenditure. It is expected that the Group will achieve this within the next two years.

## 2.4 Investment Policy

The Trustees' continually monitor the Groups cashflow and any surplus funds, at any given time, are placed in a deposit account.

## 2.5 Risk policy

The Trustees' continually monitor all risks and maintain and update its risk register annually.

## 3. Structure, Governance and Management

### 3.1 Structure

The Group is registered as a CIO (Charitable Incorporated Organisation) with the Charity Commission of England and Wales. Its charitable status was granted on 15 January 2020.

### 3.2 Trusteeship

The Group has to have a minimum of 3 (three) Trustees and a maximum of 8 (eight) Trustees appointed by its membership in accordance with its Constitution.

The persons who served as Trustees during the year were:

Name	Date Appointed
Roger Smith	25 March 2021
Angela Susan Smith	25 March 2021
Margaret Sara-Jane Medici	27 October 2021
Savio Rodrigues	25 March 2023
Garima Arora	21 November 2023

Staffing (volunteers):

Tresia Lewis PA to the Trustees, Lucia Pincott Finance Officer, Magdalena Lipinska Executive Assistant to the Chair, Bunmi Anifowose, Zubeda Kanani Administration Support, Engagement Support - Vanessa Gurvidi, Savitri Sall, Dianne Hogan and Ann Mallon.

(employees)

Laura-Jane Wareing Business Manager, Charlotte Medici Outreach Worker

### 3.3 Charity Assets

An Asset Register is maintained by the Trustees

## 4. Balance Sheet

### HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

Charitable Incorporated Organisation Reg No: 1187387

Balance Sheet for the 12 months ending 31 January 2025

	2024-25	2023-24
	£	£
<u>Current Assets</u>		
Debtors	0.00	325.37
Cash at bank	11.86	380.84
Deposit Account	55,686.41	18,349.46
Cash in hand	0.00	14.40
Total Current Assets	55,698.27	19,070.07
Creditors: amounts falling due in one year	36,177.01	1,355.00
Net Current Assets/(Liabilities)	<b>19,521.26</b>	<b>17,715.07</b>
Transfers between Funds	0.00	0.00
<b>Net Movement in Funds</b>	<b>19,521.26</b>	<b>17,715.07</b>
<b>FUNDS OF THE CHARITY</b>		
Unrestricted Funds	626.13	247.49
Restricted Funds	<sup>1</sup> 18,895.13	17,467.58
<b>TOTAL FUNDS</b>	<b>19,521.26</b>	<b>17,715.07</b>

Notes:

#### 1. Restricted Funds:

Website Fund	0.00	5.63
Gym Fund - LBH	0.00	940.74
Gym Fund - HBRSG	10,506.53	8,432.62
Chair Based Exercise	0.00	0.00
Exercise Support Fund	4,571.37	5,201.37
HBRSG Social Fund	3,018.92	1,516.48
Members Liability Fund	0.00	128.00
Special Reserves Fund	0.00	255.44
Promotions Fund	614.94	692.93
Vlogging Grant	0.00	111.00
Late Peter Burton Fund	183.37	183.37
National Lottery	0.00	0.00
Postcode Society Trust	0.00	0.00
Total Restricted Funds	<b>18,895.13</b>	<b>17,467.58</b>
Restricted Funds analysis		
Hounslow Borough Respiratory Support Group	18,895.13	10,521.54
Other Restricted Funds	0.00	6,946.04
Total Restricted Funds	<b>18,895.13</b>	<b>17,467.58</b>

Signed by: *Roger Smith*

Hounslow Borough Respiratory Support Group

29 Apr 2025

Signed by: *Poonam Shah ACMA CGMA*

Independent Examiner

29 Apr 2025

## 5. Statement of Financial Activities

### HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

Charitable Incorporated Organisation Reg No: 1187387

Statement of Financial Activities for the 12 months ending 31 January 2025

	Unrestricted	Restricted	2024-2025 Total	2023-2024 Total
	£	£	£	£
<b>INCOMING RESOURCES</b>				
Subscriptions Donations	1,836.00	0.00	1,836.00	2,145.00
Gift Aid	466.18	0.00	466.18	1.17
Gym Fees	5,518.00	0.00	5,518.00	3,860.00
Social Events	1,975.00	0.00	1,975.00	1,938.00
Singing Group	1,230.00	0.00	1,230.00	0.00
Donations	246.76	0.00	246.76	110.70
External Events	1,400.00	0.00	1,400.00	0.00
Grants - unrestricted	610.00	0.00	610.00	0.00
LBH Grant	0.00	14,480.00	14,480.00	11,480.00
Gym Grant Fund - HBRSG	0.00	991.65	991.65	3,284.89
Chair Based Exercise	0.00	6,822.00	6,822.00	0.00
Exercise Support Fund	0.00	0.00	0.00	1,000.00
Social Fund - HBRSG	0.00	1,502.44	1,502.44	851.73
National Lottery	0.00	2,413.05	2,413.05	0.00
Postcode Society Trust	0.00	39.94	39.94	0.00
Other	1,295.82	0.00	1,295.82	587.45
<b>Total Incoming Resources</b>	<b>14,577.76</b>	<b>26,249.08</b>	<b>40,826.84</b>	<b>25,258.94</b>
<b>RESOURCES EXPENDED</b>				
Room Hire	550.00	0.00	550.00	470.00
Social Events	2,489.56	0.00	2,489.56	1,561.88
Singing Group	2,900.00	0.00	2,900.00	0.00
Insurance	522.63	0.00	522.63	470.64
Publicity/Media	503.89	0.00	503.89	481.00
Equipment	874.82	0.00	874.82	1,480.00
Website Fund	0.00	5.63	5.63	15.59
LBH Grant Fund	0.00	15,420.74	15,420.74	10,539.26
Gym Grant Fund - HBRSG	0.00	4,435.74	4,435.74	7,359.20
Chair Based Exercise	0.00	6,822.00	6,822.00	0.00
Exercise Support Fund	0.00	630.00	630.00	130.00
Social Fund - HBRSG	0.00	0.00	0.00	639.00
Members Liability Fund	0.00	128.00	128.00	0.00
Special Reserves Fund	0.00	255.44	255.44	0.00
Travel Fund	0.00	0.00	0.00	1,984.89
Social Events Fund	0.00	0.00	0.00	1,086.74
Promotions Fund	0.00	77.99	77.99	51.98
Vlogging Fund	0.00	111.00	111.00	0.00
Equipment Fund	0.00	0.00	0.00	316.00
National Lottery	0.00	2,413.05	2,413.05	0.00
Postcode Society Trust	0.00	39.94	39.94	0.00
Other	840.22	0.00	840.22	538.04
<b>Total Resources Expended</b>	<b>8,681.12</b>	<b>30,339.53</b>	<b>39,020.65</b>	<b>27,124.22</b>
Net Incoming/(outgoing) resources	5,896.64	(4,090.45)	1,806.19	(1,865.28)
Total Funds brought forward	247.49	0.00	247.49	19,580.35
<b>Total funds</b>	<b>6,144.13</b>	<b>(4,090.45)</b>	<b>2,053.68</b>	<b>17,715.07</b>
Transfers between Funds	(5,518.00)	5,518.00	0.00	0.00
<b>Net Funds carried forward</b>	<b>626.13</b>	<b>1,427.55</b>	<b>2,053.68</b>	<b>17,715.07</b>

## 6. Independent Examiner's Report

Report to the trustees/ members of

### **The Hounslow Borough Respiratory Support Group**

Accounts for the year ended  
**31st January 2025**

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 and I believe:

- the accounts accurately reflect the Charity's financial performance and position for the period 1st February 2024 to 31st January 2025.
- the accounts did accord with the accounting records provided.

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

Name: **Poonam Shah ACMA CGMA**

Signed: *Poonam Shah*

Date: 29 April 2025

**HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP**

England & Wales - Charity number 1187387

---

# Accounts

---



# Hounslow Borough Respiratory Support Group

Charity No.: 1187387

---

## Annual Report and Accounts 2023/24



# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387

## Contents

<b>Objectives and Activities .....</b>	<b>3</b>
<b>Objectives .....</b>	<b>3</b>
<b>Activities .....</b>	<b>3</b>
<b>Achievements and Performance.....</b>	<b>3</b>
<b>Future Plans.....</b>	<b>3</b>
<b>Financial Review .....</b>	<b>4</b>
<b>Overview.....</b>	<b>4</b>
<b>Grants .....</b>	<b>4</b>
<b>Reserves.....</b>	<b>4</b>
<b>Investment policy.....</b>	<b>4</b>
<b>Risk policy .....</b>	<b>5</b>
<b>Structure, Governance and Management.....</b>	<b>5</b>
<b>Structure .....</b>	<b>5</b>
<b>Trusteeship .....</b>	<b>5</b>
<b>Charity Assets.....</b>	<b>5</b>
<b>Signed on behalf of the charity’s Trustees: .....</b>	<b>5</b>
<b>Chairs Report .....</b>	<b>6</b>
<b>Balance Sheet.....</b>	<b>7</b>
<b>Statement of Financial Activities.....</b>	<b>8</b>
<b>Independent Examiner’s Report.....</b>	<b>9</b>

I

## **Objectives and Activities**

### **Objectives**

To promote and protect the good health of people with respiratory illnesses or long-term health conditions and their partners and carers in particular but not exclusively by providing support and a range of activities to relieve their needs.

### **Activities**

To organise meetings, outings, exercise classes and other activities to promote good health and wellbeing of its membership.

## **Achievements and Performance**

During the year the Group continued to deliver its monthly meetings and planned programme of social events. The Social programme has been expanded by creating a Singing Group” which has eighteen members signed up and holds weekly meetings. The Group membership has grown to 93 an increase of 30 on last financial year. Due to the increase in membership subscription fees were reviewed, and its been possible to reduce full membership for the following year to £27 per annum reflecting the Group’s aim to always minimise the financial impact on its members.

Three exercise sessions a week were delivered for members, attendance 1100+ (last year 820) and a programme of 10 Lived Experience presentations to raise the profile of the charity and recruit members were held at venues throughout the Borough.

The group held a Health and Care Event in November, booked by 83 residents. Presentations were given on Managing Your Childs Asthma & Urgent Care Services. The group had several social outings including ten pin bowling, a brewery trip, a canal boat trip, afternoon tea, pantomime with the end of year celebration which was extremely well attended held at the Coach and Horses.

## **Future Plans**

Continue to deliver support and other core activities including exercise, engagement and regular meetings

Establish virtual evening meetings for members.

Establish a befriending service.

Continue identifying and applying for suitable funding streams

# Financial Review

## Overview

The Group's financial outturn for the year ending 31<sup>st</sup> January 2024 was £25,259 (2023 - £27,263) of which restricted income is £16,616 (2023-16,791). The main source of Funding was the restricted grant from the London Borough of Hounslow of £11,480 received in August 2023 and used primarily to cover its program of exercise classes. Total expenditure in year spend was £27,124 (2023 - £27,202), resulting in a surplus of £17,715 (2023 - £19,580). The Group utilised its restricted reserves to support delivery of the exercise classes due to a change in the timing of its grant applications.

The Trustee's will continue to apply for grants to support delivery of its services. The Group have reached an agreement with London Borough of Hounslow to run a trial series of exercise classes at two venues within the Borough.

## Grants

During the year the Group received grants of:-

London Borough of Hounslow	£11,480
Age UK	£1,300
Inspire Hounslow	£1,000

## Reserves

The Groups unrestricted reserves at the end of the year were £247 (2023 £466). The Group's reserve policy is to maintain sufficient funds equal to 12 (twelve) months unrestricted expenditure. It is expected that the Group will achieve this within the next two years.

## Investment policy

The Trustees' continually monitor the Groups cashflow and any surplus funds, at any given time, are placed in a deposit account.

## Risk policy

The Trustees' continually monitor all risks and maintain and update its risk register annually.

## Structure, Governance and Management

### Structure

The Group is registered as a CIO (Charitable Incorporated Organisation) with the Charity Commission of England and Wales. Its charitable status was granted on 15 January 2020.

### Trusteeship

The Group has to have a minimum of 3 (three) Trustees and a maximum of 8 (eight) Trustees appointed by its membership in accordance with its Constitution.

The persons who served as Trustees during the year were:

Name	Date Appointed	Date Resigned
Roger Smith	25 March 2021	
Linda Jacqueline Burton	25 March 2021	16 March 2023
Angela Susan Smith	25 March 2021	
Margaret Sara-Jane Medici	27 October 2021	
Carolyn Sellick	24 February 2023	14 July 2023
Deborah Penta Gomez	25 March 2023	21 July 2023
Savio Rodrigues	25 March 2023	
Florah Mugwanya	20 July 2023	31 December 2023
Garima Arora	21 November 2023	

### Staffing (all volunteers)

Tresia Lewis PA to the Trustees, Yuki Yoshimatsu Respiratory Advisor,  
Lucia Pincott Finance Officer, Magdalena Lipinska Executive Assistant to the Chair  
Siddarth Kapoor, Bunmi Anifowose, Olalekan Oshodi all Project Managers/ Business Analysts.

## Charity Assets

An Asset Register is maintained by the Trustees.

### Signed on behalf of the charity's Trustees:

Signature: *Roger Smith*

Full Name: Roger Smith

Position: Chair of Trustees

Date: 2 April 2024

# Chairs Report

The Group has had another successful year and membership has grown to 93 excluding Honorary members which is an increase on last year of 30. Whilst not the explosive increase, we experienced last year nevertheless progress is being achieved. The increase in members together with the increases in attendance at both the exercise classes and the social events is very encouraging as these components are an essential component of members general health and wellbeing.

We've had a couple of requests during the year (a) chair-based yoga sessions and (b) establish a 4<sup>th</sup> exercise class and we are working hard with, hopefully, establishing these during the first 6 months of next financial year.

During the year the Group will continue to collaborate with London Borough of Hounslow and co-chair their Disability, Age & Equality Network. The Group was heavily involved in the planning and delivery of the International Day of People with Disabilities event which was held at Feltham Assembly Hall last December.

On reflecting on everything that has happened during the year the most significant highlight has got to be the setting up of the singing group, The Wheezers, who after only 9 sessions took part in a carol service. Fantastic.

Huge welcome to Christopher Durkin and Gillian Stafford for taking on the role of ambassadors to the Group.

With many thanks to all the Trustees and volunteers for their magnificent support throughout the year.

Roger Smith

**You're not alone.**

# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387

## Balance Sheet

for the 12 months ending 31 January 2024

	Notes	2023-24 £	2022-23 £
<u>Current Assets</u>			
Debtors		325.37	195.00
Cash at bank		380.84	1,412.11
Deposit Account		18,349.46	19,535.74
Cash in hand		14.40	0.00
<b>Total Current Assets</b>		<b>19,070.07</b>	<b>21,142.85</b>
Creditors: amounts falling due in one year		1,355.00	1,562.50
<b>Net Current Assets/(Liabilities)</b>		<b>17,715.07</b>	<b>19,580.35</b>
Transfers between Funds		0.00	0.00
<b>Net Movement in Funds</b>		<b>17,715.07</b>	<b>19,580.35</b>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted Funds		247.49	466.73
Restricted Funds	1	17,467.58	19,113.62
		<b>17,715.07</b>	<b>19,580.35</b>
<b>Notes: 1</b>			
Website Fund		5.63	21.12
Gym Fund - LBH		940.74	1,512.02
Gym Fund - HBRSG		8,432.62	7,074.91
Exercise Support Fund		5,201.37	4,331.37
Travel Fund - LCF		0.00	2,044.89
HBRSG Social Fund		1,516.48	1,303.75
Members Liability Fund		128.00	128.00
Special Reserves Fund		255.44	255.44
Events Fund - External		0.00	1,086.74
Promotions Fund		692.93	744.91
Vlogging Grant		111.00	111.00
Late Peter Burton Fund		183.37	183.37
Equipment Fund		0.00	316.00
<b>Total Restricted Funds</b>		<b>17,467.58</b>	<b>19,113.52</b>
<b>Restricted Funds analysis</b>			
Hounslow Borough Respiratory Support Group		10,521.54	8,966.69
Other Restricted Funds		6,946.04	10,146.93
<b>Total Restricted Funds</b>		<b>17,467.58</b>	<b>19,113.62</b>
Signed by: Roger Smith	Date	2 April 2024	
Hounslow Borough Respiratory Support Group			
Signed by: Poonam Shah	Date	2 April 2024	
Independent Examiner			

# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387

## Statement of Financial Activities for the 12 months ending 31 January 2024

	Unrestricted £	Restricted £	2023-24 Total £	2022-23 Total £
<b>INCOMING RESOURCES</b>				
Subscriptions Donations	2,145.00	0.00	2,145.00	1,435.00
Gift Aid	1.17	0.00	1.17	195.00
Gym Fees	3,860.00	0.00	3,860.00	4,290.00
Social Events	1,938.00	0.00	1,938.00	3,554.25
Donations	110.70	0.00	110.70	533.08
Grants - unrestricted	0.00	0.00	0.00	1,710.00
LBH Grant	0.00	11,480.00	11,480.00	0.00
Gym Grant Fund - HBRSG	0.00	3,284.89	3,284.89	8,518.50
Exercise Support Fund	0.00	1,000.00	1,000.00	1,000.00
Social Fund - HBRSG	0.00	851.73	851.73	1,086.74
Promotions Fund	0.00	0.00	0.00	3,333.00
Late Peter Burton Fund	0.00	0.00	0.00	50.00
Vlogging Fund	0.00	0.00	0.00	1,499.00
Other	587.45	0.00	587.45	58.87
<b>Total Incoming Resources</b>	<b>8,642.32</b>	<b>16,616.62</b>	<b>25,258.94</b>	<b>27,263.44</b>
<b>RESOURCES EXPENDED</b>				
Room Hire	470.00	0.00	470.00	280.00
Social Events	1,561.88	0.00	1,561.88	2,907.83
Insurance	470.64	0.00	470.64	372.09
Publicity/Media	481.00	0.00	481.00	946.43
Equipment	1,480.00	0.00	1,480.00	0.00
Consultancy	0.00	0.00	0.00	971.25
Website Fund	0.00	15.59	15.59	15.59
LBH Grant Fund	0.00	10,539.26	10,539.26	0.00
Gym Grant Fund - HBRSG	0.00	7,359.20	7,359.20	15,879.98
Exercise Support Fund	0.00	130.00	130.00	0.00
Social Fund - HBRSG	0.00	639.00	639.00	0.00
Travel Fund	0.00	1,984.89	1,984.89	205.11
Social Events Fund	0.00	1,086.74	1,086.74	0.00
Promotions Fund	0.00	51.98	51.98	2,588.09
Late Peter Burton Fund	0.00	0.00	0.00	240.00
Vlogging Fund	0.00	0.00	0.00	1,388.00
Equipment Fund	0.00	316.00	316.00	0.00
Other	538.04	0.00	538.04	1,407.87
<b>Total Resources Expended</b>	<b>5,001.56</b>	<b>22,122.66</b>	<b>27,124.22</b>	<b>27,202.24</b>
Net Incoming/(outgoing) resources	3,640.76	(5,506.04)	(1,865.28)	61.20
Total Funds brought forward	466.73	19,113.62	19,580.35	19,519.15
<b>Total funds</b>	<b>4,107.49</b>	<b>13,607.58</b>	<b>17,715.07</b>	<b>19,580.35</b>
Transfers between Funds	(3,860.00)	3,860.00	0.00	0.00
<b>Net Funds carried forward</b>	<b>247.49</b>	<b>17,467.58</b>	<b>17,715.07</b>	<b>19,580.35</b>

***Independent Examiner's Report***

Report to the trustees/ members of

**The Hounslow Borough Respiratory Support Group**

Accounts for the year ended

**31<sup>st</sup> January 2024**

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 and I believe:**

- the accounts accurately reflect the Charity's financial performance and position for the period 1<sup>st</sup> February 2023 to 31<sup>st</sup> January 2024.
- the accounts did accord with the accounting records provided.

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

Name: **Poonam Shah ACMA CGMA**

Signed: Poonam Shah

Date: 2 April 2024

# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387



**HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP**

England & Wales - Charity number 1187387

---

# Accounts

---

# Hounslow Borough Respiratory Support Group

Charity No.: 1187387

---

## Annual Report and Accounts 2022/23



# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387

## Contents

<b>Objectives and Activities .....</b>	<b>3</b>
<b>Objectives .....</b>	<b>3</b>
<b>Activities .....</b>	<b>3</b>
<b>Achievements and Performance.....</b>	<b>3</b>
<b>Future Plans.....</b>	<b>3</b>
<b>Overview.....</b>	<b>4</b>
<b>Grants .....</b>	<b>4</b>
<b>Reserves.....</b>	<b>4</b>
<b>Investment policy.....</b>	<b>4</b>
<b>Risk policy .....</b>	<b>5</b>
<b>Structure, Governance and Management.....</b>	<b>5</b>
<b>Structure .....</b>	<b>5</b>
<b>Trusteeship .....</b>	<b>5</b>
<b>Staffing.....</b>	<b>5</b>
<b>Charity Assets.....</b>	<b>5</b>
<b>Signed on behalf of the charity’s Trustees: .....</b>	<b>5</b>
<b>Chairs Report .....</b>	<b>6</b>
<b>Balance Sheet for the 12 months ending 31 January 2023 .....</b>	<b>7</b>
<b>Statement of Financial Activities for the 12 months ending 31 January 2023... </b>	<b>8</b>
<b>Independent Examiner’s Report .....</b>	<b>9</b>

## **Objectives and Activities**

### **Objectives**

To promote and protect the good health of people with respiratory illnesses or long-term health conditions and their partners and carers in particular but not exclusively by providing support and a range of activities to relieve their needs.

### **Activities**

To organize meetings, outings and exercise classes to promote good health and wellbeing of its membership.

## **Achievements and Performance**

During the year the Group continued to deliver its monthly meetings and planned programme of social events. Three exercise sessions a week were delivered for members and a programme of 24 Lived Experience presentations to raise the profile of the charity and recruit members were held at venues throughout the local area. These were booked by 137 residents and resulted in 33 new members.

The group held a highly successful Health and Care Event in November, booked by 155 local residents. Presentations were given on 'Looking after Your Heart', 'The Importance of Lung Health Checks' and also one on 'Diabetes Prevention' – these were all very well attended. The group had a number of social outings including an outing, in the rain, to the Blue Bell Railway, a canal boat trip, a visit to Kew Gardens and one to Wisley and an interesting outing to the Musical Museum. Our year end celebration was held at the Coach and Horses.

## **Future Plans**

Continue to deliver support and other core activities including exercise, engagement and regular meetings

Review membership benefits list i.e. benefits of being a member

Recruitment of volunteers and Trustees

Refreshing fundraising activities

Liaise with Hounslow Borough Based Partnership on targets for health promotions.

Establish a CYP Asthma Parent/ Carers Group

Establish virtual evening meetings for members.

Establish a befriending service.

Continue identifying and applying for suitable funding streams

## Financial Review

### Overview

The Group continues to be in a sound financial position. We have gained permission from the awarding bodies to carry forward the balances into 2023/24. The Trustees would like to thank the London Borough of Hounslow and the Borough Based Partnership for agreeing to extend the period in which the grant may be spent.

Furthermore, we secured other funding sources during 2022/23 to fund the years' activities. In March the Borough Based Partnership awarded us an additional grant to actively engage with the community and enable us to reach out further in the Borough. In May the LBH Life Project awarded us funding to reach out to more diverse Communities in Hounslow. In August the Met Police awarded the group funds to purchase camera equipment to record members' experiences and raise awareness.

The Trustee's have currently submitted 2 further grants which are being assessed and will continue to apply for grants to support delivery of its services to provide financial support in support of its planned social and public events.

### Grants

During the year the Group received grants of:-

Borough Based Partnership	£3,333
Life Project	£1,710
London Borough of Hounslow	£9,518
Met Police	£1,499
WG Edwards	£1,000

### Reserves

The Groups unrestricted reserves at the end of the year were £466.73. The Group's reserve policy is to maintain sufficient funds equal to 12 (twelve) months unrestricted expenditure. It is expected that the Group will achieve this within the next three years.

### Investment policy

The Trustees' continually monitor the Groups cashflow and any surplus funds, at any given time, are placed in a deposit account.

## **Risk policy**

The Trustees' continually monitor all risks and maintain and update its risk register annually.

# **Structure, Governance and Management**

## **Structure**

The Group is registered as a CIO (Charitable Incorporated Organisation) with the Charity Commission of England and Wales. Its charitable status was granted on 15 January 2020.

## **Trusteeship**

The Group has to have a minimum of 3 (three) Trustees and a maximum of 6 (six) Trustees appointed by its membership in accordance with its Constitution.

The persons who served as Trustees during the year were:

Roger Smith

Angela Susan Smith

Linda Jacqueline Burton

Stephen Robert England

Resigned on 25 September 2022

Margaret Sara-Jane Medici

## **Staffing**

Tresia Lewis volunteered as PA to the Trustees during 2022

Parmjit Sidhu volunteered as Accountant & Fundraiser during 2022

Garima Arora volunteered to do monthly Newsletters from November 2022

Savitri Sall and Manpreet Singh volunteered as an Asthma support advisor.

## **Charity Assets**

An Asset Register is maintained by the Trustees.

## **Signed on behalf of the charity's Trustees:**

**Signature:** *Roger Smith*

**Full Name:** Roger Smith

**Position:** Chair of Trustees

**Date:** 28 April 2023

# Chairs Report

Last year I closed with a hope that 2022 would be a better year. It has been. In fact, I consider that if 12 months ago anybody had foretold how strong the Group would grow during the year, I would have had difficulty in believing them. Let's just concentrate on two areas 110% increase in membership and 68% increase in attendance at the exercise classes. What a challenge for 2023 to repeat these results.

We also saw an increase in members attending the social events with the canal boat trip and the Christmas lunch being the two most popular events.

During the year we added two more volunteers to the Groups committee Parmjit Sidhu as Accountant & Fundraiser and Garima Arora has joined to produce the monthly Newsletter. They have made a huge contribution. Savitri Sall and Manpreet Singh have also started volunteering and I am looking forward to working with them in strengthening the Group's support for our asthma members.

The Group were also successful in applying to Breathe London for an air quality sensor, we are currently in discussion with the health authorities as to where to site the equipment.

Sadly, however, Stephen England & Linda Burton have both resigned as Trustees. They will be sorely missed at our monthly get togethers. As the group grows it is important that we continue to add to our volunteer structure and are currently looking to appoint more Trustees.

I cannot close without saying a heartfelt thank you to all the trustees and volunteers for all the efforts and support they have given over the last year. Thank you.

With best wishes to all members for 2023 which I hope will prove to be a better year for everyone.

*Roger*

**You're not alone.**

# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387

## Balance Sheet for the 12 months ending 31 January 2023

	Notes	2022-23 £	2021-22 £
<b><u>Current Assets</u></b>			
Debtors		195.00	225.00
Cash at bank		1,412.11	77.01
Deposit Account		19,535.74	19,967.64
Cash in hand		0.00	0.00
<b>Total Current Assets</b>		<b>21,142.85</b>	<b>20,269.65</b>
Creditors: amounts falling due in one year		1,562.50	750.50
<b>Net Current Assets/(Liabilities)</b>		<b>19,580.35</b>	<b>19,519.15</b>
Transfers between Funds		0.00	0.00
<b>Net Movement in Funds</b>		<b>19,580.35</b>	<b>19,519.15</b>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted Funds		466.73	386.12
Restricted Funds	1	19,113.62	19,133.03
<b>TOTAL FUNDS</b>		<b>19,580.35</b>	<b>19,519.15</b>
Notes:			
1. Restricted Funds analysis			
Hounslow Borough Respiratory Support Group		466.73	386.12
Other Restricted Funds		19,113.62	19,113.03
<b>Total Restricted Funds</b>		<b>19,580.35</b>	<b>19,519.15</b>

Signed by: *Roger Smith*

Hounslow Borough Respiratory Support Group

Signed by: *Poonam Shah ACMA CGMA*

Independent Examiner

Date 28 April 23

Date 28 April 23

# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387

## Statement of Financial Activities for the 12 months ending 31 January 2023

			2022-23	2021-22
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>INCOMING RESOURCES</b>				
Subscriptions Donations	1,435.00	0.00	1,435.00	816.00
Gift Aid	195.00	0.00	195.00	0.00
Gym Fees	4,290.00	0.00	4,290.00	1,975.00
Social Events	2,250.50	1,303.75	3,554.25	1,703.50
Donations	533.08	0.00	533.08	98.03
Grants - unrestricted	1,710.00	0.00	1,710.00	0.00
Gym Fund	0.00	8,518.50	8,518.50	8,518.50
Exercise Support Fund	0.00	1,000.00	1,000.00	0.00
Equipment Fund	0.00	0.00	0.00	600.00
HBRSG Events Fund	0.00	1,086.74	1,086.74	0.00
Promotions Grant	0.00	3,333.00	3,333.00	0.00
Vlogging Grant	0.00	1,499.00	1,499.00	0.00
Late Peter Burton Fund	0.00	50.00	50.00	373.37
Other	58.87	0.00	58.87	100.43
<b>Total Incoming Resources</b>	<b>10,472.45</b>	<b>16,790.99</b>	<b>27,263.44</b>	<b>14,184.83</b>
<b>RESOURCES EXPENDED</b>				
Room Hire	280.00	0.00	280.00	280.00
Social Events	2,907.83	0.00	2,907.83	2,213.21
Insurance	372.09	0.00	372.09	314.60
Publicity/Media	419.80	526.63	946.43	518.73
Consultancy	971.25	0.00	971.25	0.00
Website Fund	0.00	15.59	15.59	11.99
Gym Fund	0.00	15,879.98	15,879.98	8,215.00
Equipment Fund	0.00	0.00	0.00	372.80
Events Fund	0.00	0.00	0.00	255.44
Travel Fund	0.00	205.11	205.11	0.00
Promotions Grant	0.00	2,588.09	2,588.09	0.00
Vlogging Grant	0.00	1,388.00	1,388.00	0.00
Late Peter Burton Fund	0.00	240.00	240.00	0.00
Other	1,407.87	0.00	1,407.87	961.21
<b>Total Resources Expended</b>	<b>6,358.84</b>	<b>20,843.40</b>	<b>27,202.24</b>	<b>13,142.98</b>
Net Incoming/(outgoing) resources	4,113.61	(4,052.41)	61.20	1,041.85
Total Funds brought forward	386.12	19,133.03	19,519.15	18,477.30
<b>Total funds</b>	<b>4,499.73</b>	<b>15,080.62</b>	<b>19,580.35</b>	<b>19,519.15</b>
Transfers between Funds	(4,033.00)	4,033.00	0.00	0.00
<b>Net Funds carried forward</b>	<b>466.73</b>	<b>19,113.62</b>	<b>19,580.35</b>	<b>19,519.15</b>

## Independent Examiner's Report

Report to the trustees/ members of

**The Hounslow Borough Respiratory Support Group**

Accounts for the year ended

**31<sup>st</sup> January 2023**

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 and I believe:**

- the accounts accurately reflect the Charity's financial performance and position for the period 1<sup>st</sup> February 2022 to 31<sup>st</sup> January 2023.
- the accounts did accord with the accounting records provided.

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

Name: **Poonam Shah ACMA CGMA**

Signed: Poonam Shah

Date: 28 April 2023

**HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP**

England & Wales - Charity number 1187387

---

# Accounts

---

HOUNSLOW BOROUGH  
CHARITABLE INCORPORATION

ORY  
SATION R

# Hounslow Hounslow Borough Borough Respiratory Respiratory Support Support Group Group

Charity No.: 1187387

Charity No.: 1187387

## Annual Report Annual Report and Accounts and Accounts 2021/22 2021/22



# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387

Contents	
<b>Objectives and Activities.....</b>	<b>3</b>
<b>Objectives.....</b>	<b>3</b>
<b>Activities.....</b>	<b>3</b>
<b>Achievements and Performance.....</b>	<b>3</b>
<b>Future Plans.....</b>	<b>3</b>
<b>Financial Review.....</b>	<b>4</b>
<b>Overview.....</b>	<b>4</b>
<b>Grants.....</b>	<b>4</b>
<b>Reserves.....</b>	<b>4</b>
<b>Investment policy.....</b>	<b>4</b>
<b>Risk policy.....</b>	<b>4</b>
<b>Structure, Governance and Management.....</b>	<b>5</b>
<b>Structure.....</b>	<b>5</b>
<b>Trusteeship.....</b>	<b>5</b>
<b>Trustees.....</b>	<b>5</b>
<b>Staffing.....</b>	<b>5</b>
<b>Charity Assets.....</b>	<b>5</b>
<b>Signed on behalf of the charity’s Trustees:.....</b>	<b>5</b>
<b>Chairs Report.....</b>	<b>6</b>
<b>Balance Sheet for the 12 months ending 31 January 2022</b> <b>.....</b>	<b>7</b>
<b>Statement of Financial Activities for the 12 months</b> <b>ending 31 January 2022.....</b>	<b>8</b>
<b>Independent Examiner’s Report.....</b>	<b>9</b>



# **Objectives and Activities**

## **Objectives**

To promote and protect the good health of people with respiratory illnesses or long-term health conditions and their partners and carers in particular but not exclusively by providing support and a range of activities to relieve their needs.

## **Activities**

To organize meetings, outings and exercise classes to promote good health and wellbeing of its membership.

# **Achievements and Performance**

During the year the Group continued to deliver its monthly meetings and planned programme of social events despite the inconvenience of the ever-changing landscape due to the pandemic. Unfortunately, it wasn't possible for the Trustees to deliver its planned program of presentations during the year but 2022 is starting to look more promising. Fuller details of the planned program is given below under Future Plans. During the year a new website and a YouTube channel were launched.

## **Future Plans**

Attend Hounslow Wellbeing Network coffee mornings  
Establish list of 5 potential local partnerships  
Continue to promote the group with BOC  
Liaise with Hounslow ICP on targets for health promotions  
Consider holding group sessions at GP practices

# **Financial Review**

## **Overview**

The Group is in a sound financial position. As was reported in our previous year the Group received grants which it couldn't fully spend as the services to which the grants related were suspended due to the pandemic. During the year services were resumed and the full term that the grants related to have been completed. However, neither of the grants were fully expended. The Trustees' have applied to both organisations to retain the unspent funds; at the time of this report the London Borough of Hounslow have granted the request to use the unspent funds for a specific purpose; the other decision is pending. The Trustees would like to thank the London Borough of Hounslow and the London Community Foundation for agreeing to extend the period in which the grant may be spent.

In September the Group submitted a grant application under the London Borough of Hounslow Thriving Communities Fund which we are pleased to report was successful; this funding will enable the Group to continue to deliver its program of exercise classes.

The Trustees will continue to apply for grants to support delivery of its services to provide financial support in support of its planned social and public events.

## **Grants**

During the year the Group received grants of:-  
£ 600 from Albert Hunt Foundation and  
£8,518 from London Borough of Hounslow

## **Reserves**

The Groups unrestricted reserves at the end of the year were £386. The Group's reserve policy is to maintain sufficient funds equal to 12 (twelve) months unrestricted expenditure. It is expected that the Group will achieve this within the next three years.

## **Investment policy**

The Trustees' continually monitor the Groups cashflow and any surplus funds, at any given time, are placed in a deposit account.

## **Risk policy**

The Trustees' continually monitor all risks and maintain and update its risk register annually.

# **Structure, Governance and Management**

## **Structure**

The Group is registered as a CIO (Charitable Incorporated Organisation) with the Charity Commission of England and Wales. Its charitable status was granted on 15 January 2020.

## **Trusteeship**

The Group has to have a minimum of 3 (three) Trustees and a maximum of 6 (six) Trustees appointed by its membership in accordance with its Constitution.

### **Trustees**

The persons who served as Trustees during the year were:

Roger Smith

Angela Susan Smith

Linda Jacqueline Burton

Stephen Robert England

Robert Louis Hardy-King

Margaret Sara-Jane Medici

Resigned on 12 August 2021

Appointed on 27 October 2021

## **Staffing**

Tresia Lewis volunteered as PA to the Trustees during 2021

Sonali Ramsurrun was appointed as a volunteer on 28 July 2021

## **Charity Assets**

An Asset Register is maintained by the Trustees.

## **Signed on behalf of the charity's Trustees:**

**Signature:** Roger Smith

**Full Name:** Roger Smith

**Position:** Chair of Trustees

**Date:** 10 April 2022

## **Chairs Report**

The last twelve months have proved difficult but there are many small charities that have experienced the same difficulties, so the Group are not alone.

July saw the restart of our face-to-face monthly meetings which I know a lot of you welcomed the change back from the virtual meetings. It is proving difficult to get speakers to come along to the meetings and, indeed, last December we had our first hybrid meeting when Sarah Bryan from Chelsea & Westminster Hospital Trust gave the first of the two presentations, she will be giving on the Trusts revised pathway for Older People and Frailty. It is quite possible that hybrid meetings will become the norm. Recently the group members have discussed prospective changes to NHS services and been able to provide invaluable feedback. This is very likely to be a regular feature of our group meetings.

We also had our first 'minibus' outing to Hemel Hempstead to go on a boat trip which was a great success despite one of the minibuses breaking down on the M25. My grateful thanks to our drivers Errol and Ben.

During the year Robert Hardy-King (Bob) stepped down as a trustee. He packed an enormous amount of work in getting the Group its charitable status. His wise counsel will be missed. In October Jane Medici was appointed as a trustee. Jane has extensive knowledge of the local charities and is already making a significant contribution to the Group.

I cannot close without saying a heartfelt thank you to Angela Linda & Stephen for all the efforts and support they have given over the last year.

With best wishes to all members for 2022 which I hope will prove to be a much better year for everyone.

*Roger*

**You're not Alone**



## Balance Sheet for the 12 months ending 31 January 2022

	Notes	2021-22 £	2019-21 £
<b><u>Current Assets</u></b>			
<b>Debtors</b>		225.00	207.50
<b>Cash at bank</b>		77.01	94.83
<b>Deposit Account</b>		19,967.64	18,865.97
<b>Cash in hand</b>		0.00	6.00
<b>Total Current Assets</b>		20,269.65	19,174.30
<b>Creditors: amounts falling due in one year</b>		750.50	697.00
<b>Net Current Assets/(Liabilities)</b>		19,519.15	18,477.30
<b>Transfers between Funds</b>			0.00
<b>Net Movement in Funds</b>		19,519.15	18,477.30
<b>FUNDS OF THE CHARITY</b>			
<b>Unrestricted Funds</b>		386.12	444.41
<b>Restricted Funds</b>	1	19,133.03	18,032.89
<b>TOTAL FUNDS</b>		19,519.15	18,477.30
<b>Notes:</b>			
<b>1. Restricted Funds:</b>			
<b>Members Liability Fund</b>		60.00	60.00
<b>Special Reserves Fund</b>		255.44	0.00
<b>Social Fund</b>		44.81	1,512.41
<b>Website</b>		36.81	48.80
<b>Publicity/Media Fund</b>		526.63	825.97
<b>Travel Fund</b>		2,250.00	2,250.00
<b>Gym Fund</b>		14,925.41	12,646.91
<b>Events Fund</b>		344.56	600.00
<b>Late Peter Burton Fund</b>		373.37	0.00
<b>Equipment Fund</b>		316.00	88.80
<b>Total Restricted Funds</b>		19,133.03	18,032.89
<b>Restricted Funds analysis</b>			
<b>Hounslow Borough Respiratory Support Group</b>		3,835.53	1,243.71
<b>London Borough of Hounslow</b>		11,849.87	9,651.21
<b>London Community Fund</b>		3,131.63	7,049.17
<b>Albert Hunt Foundation</b>		316.00	88.80
<b>Total Restricted Funds</b>		19,133.03	18,032.89

Signed by **Roger Smith** Date 10 April 2022  
On behalf of Hounslow Borough Respiratory Support Group

Signed by **Poonam Shah** Date 10 April 2022  
Independent Examiner

## Statement of Financial Activities for the 12 months ending 31 January 2022

	Unrestricted £	Restricted £	2021-22 Total £	2019-21 Total £
<b>INCOMING RESOURCES</b>				
Subscriptions	816.00	0.00	816.00	630.00
Gym Fees	1,975.00	0.00	1,975.00	1,754.00
Social Events	1,703.50	0.00	1,703.50	2,387.11
Donations	98.03	0.00	98.03	247.50
Grants - unrestricted	0.00	0.00	0.00	0.00
Website Fund	0.00	0.00	0.00	0.00
Publicity/Media Fund	0.00	0.00	0.00	1,996.18
Gym Fund	0.00	8,518.50	8,518.50	15,335.00
Travel Fund	0.00	0.00	0.00	2,250.00
Members Liability Fund	0.00	0.00	0.00	0.00
Equipment Fund	0.00	600.00	600.00	2,254.79
Events Fund	0.00	0.00	0.00	600.00
Late Peter Burton Fund	0.00	373.37	373.37	0.00
Other	100.43	0.00	100.43	329.90
<b>Total Incoming Resources</b>	<b>4,692.96</b>	<b>9,491.87</b>	<b>14,184.83</b>	<b>27,784.48</b>
<b>RESOURCES EXPENDED</b>				
Room Hire	280.00	0.00	280.00	290.00
Social Events	745.61	1,467.60	2,213.21	874.70
Gym Hire	0.00	0.00	0.00	855.00
Insurance	314.60	0.00	314.60	150.20
Publicity/Media	474.83	0.00	474.83	132.49
Donations	0.00	0.00	0.00	0.00
Publicity/Media Fund	0.00	43.90	43.90	1,170.21
Website Fund	0.00	11.99	11.99	0.00
Gym Fund	0.00	8,215.00	8,215.00	3,823.00
Travel Fund	0.00	0.00	0.00	0.00
Members Liability Fund	0.00	0.00	0.00	0.00
Equipment Fund	0.00	372.80	372.80	2,165.99
Events Fund	0.00	255.44	255.44	0.00
Late Peter Burton Fund	0.00	0.00	0.00	0.00
Other	961.21	0.00	961.21	504.19
<b>Total Resources Expended</b>	<b>2,776.28</b>	<b>10,366.73</b>	<b>13,143.01</b>	<b>9,965.78</b>
<b>Net Incoming/(outgoing) resources</b>	<b>1,916.71</b>	<b>(874.86)</b>	<b>1,041.85</b>	<b>17,818.70</b>
<b>Total Funds brought forward</b>	<b>444.41</b>	<b>18,032.89</b>	<b>18,477.30</b>	<b>658.60</b>
<b>Total funds</b>	<b>2,361.12</b>	<b>17,158.03</b>	<b>19,519.15</b>	<b>18,477.30</b>
<b>Transfers between Funds</b>	<b>(1,975.00)</b>	<b>1,975.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Funds carried forward</b>	<b>386.12</b>	<b>19,133.03</b>	<b>19,519.15</b>	<b>18,477.30</b>

## **Independent Examiner's Report**

Report to the trustees/ members of

### **The Hounslow Borough Respiratory Support Group**

Accounts for the year ended

**31<sup>st</sup> January 2022**

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 and I believe:**

- the accounts accurately reflect the Charity's financial performance and position for the period 1<sup>st</sup> February 2021 to 31<sup>st</sup> January 2022.
- the accounts did accord with the accounting records provided

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

Name: **Poonam Shah ACMA CGMA**

Signed: Poonam Shah

Date: 10/04/2022

**HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP**

England & Wales - Charity number 1187387

---

# Accounts

---

# The HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

Registered as a CIO Charity No 1187387

## Trustees' Annual Report For the period 1 November 2019 – 31 January 2021

### Objectives and Activities.

#### Objectives

To promote and protect the good health of people with respiratory illnesses or long-term health conditions and their partners and carers in particular but not exclusively by providing support and a range of activities to relieve their needs.

#### Activities.

To organise meetings, outings and exercise classes to promote good health and wellbeing of its membership.

### Achievements and Performance.

During the period covered by this report the group held fifteen monthly meetings inviting guest speakers on a variety of topics designed to educate and help members their partners and carers to maintain an improved lifestyle.

Various outings were organised during the fifteen months, however, but the COVID pandemic meant that the planned outings programme had to be reorganised to comply with Government guidelines. During the year three members took and passed the Midas training course and are now licenced to drive minibuses.

### Future plans

Initial discussions have taken place to create a NWL Respiratory Patient Group across the 8 boroughs which form the North West London Clinical Commissioning Group. The idea is that the group will provide patient feedback to the NWL Respiratory Clinical Reference Group. The Westminster BreatheEasy group and us are working together to set up the group.

### Financial Review.

#### Overview

The Group is in a sound financial position and the Trustees' consider that its continuance as a going concern is well placed. The Group has, to date, benefitted from a free website this service is being withdrawn and it has been necessary to take out a subscription with an alternative website provider. Applications to extend the closing dates on the London Borough of Hounslow and the London Community Foundation grants have been granted. However, with the uncertainty as to when face-to-face activity may resume it is not possible to predict that the remaining grants will be sufficient to cover the costs incurred during the next financial year. The Trustees will continue to monitor the position and will, if necessary, seek further grant funding.

#### Grants

During the period of this report the Group received grants from:

- London Borough of Hounslow
- London Community Foundation
- The National Lottery

We are indebted to all organisations for the financial support the Group has received.

### Reserves

The Groups reserves as at the year end were £444. The Groups reserves policy is to maintain sufficient funds equal to 12 (twelve) months unrestricted expenditure. It is expected that this will be achieved within the next three years.

### Investment policy

The Trustees' continually monitor the Groups' cashflow and any surplus funds, at any given time, are placed in a deposit account.

### Risk policy

The Trustees' continually monitor all risks and maintain and update its risk register annually.

## **Structure, Governance and Management**

### Structure

The Group is registered as a CIO (Charitable Incorporated Organisation) with the Charity Commission of England and Wales. Its charitable status was granted on 15 January 2020.

### Trusteeship

The Group has to have a minimum of 3 (three) Trustees and a maximum of 6 (Six) Trustees appointed by its membership in accordance with its Constitution.

### Trustees

The persons who served as Trustees during the year were:

Roger Smith	Chair
Robert Louis Hardy-King	Vice Chair
Angela Susan Smith	Trustee
Linda Jacqueline Burton	Trustee

The above were the interim Trustees stated in the Groups application for charitable status submitted to the Charity Commission.

Stephen Robert England                      Appointed 11 March 2020

### Staffing

The Group does not have any remunerated staff.

Tresia Lewis was appointed as PA to the Trustees on 27 January 2021, the position is voluntary. Due to work commitments Jeanette Tyndale resigned.

### Charity Assets

An Asset Register is maintained by the Trustees.

### **Signed on behalf of the charity's trustees**

Signature



Full name:        **Roger Smith**

Position:        **Chair**

Date:

*21 February 2021*

# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

Charitable Incorporated Organisation Reg No: 1187387

## Balance Sheet for the 15 months ending 31 January 2021

	Notes	2019-21 £	2018-19 £
<b>Current Assets</b>			
Debtors		207.50	0.00
Cash at bank		94.83	14,290.40
Deposit Account		18,865.97	0.00
Cash in hand		6.00	0.00
<b>Total Current Assets</b>		<b>19,174.30</b>	<b>14,290.40</b>
Creditors: amounts falling due in one year		697.00	13,631.80
<b>Net Current Assets/(Liabilities)</b>		<b>18,477.30</b>	<b>658.60</b>
Transfers between Funds		0.00	0.00
<b>Net Movement in Funds</b>		<b>18,477.30</b>	<b>658.60</b>
<b>FUNDS OF THE CHARITY</b>			
Unrestricted Funds		444.41	373.89
Restricted Funds		18,032.89	284.71
<b>TOTAL FUNDS</b>		<b>18,477.30</b>	<b>658.60</b>

Notes:

### Restricted Funds:

Members Liability Fund	60.00	0.00
Reserves Fund	0.00	0.00
Social Fund	1,512.41	0.00
Website Fund	48.80	48.80
Media Fund	825.97	0.00
Travel	2,250.00	0.00
Gym Fund	12,646.91	235.91
Diabetic Fund	600.00	0.00
Equipment Fund	88.80	0.00
<b>Total Restricted Funds</b>	<b>18,032.89</b>	<b>284.71</b>

Signed

Roger Smith

On behalf of Hounslow Borough Respiratory Support Group

Date 21 February 2021

Signed

Poonam Shah – Independent Examiner

Date

21/02/2021

# HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

Charitable Incorporated Organisation Reg No: 1187387

Statement of Financial Activities for the 15 months ending 31 January 2021

	Unrestricted £	Restricted £	2019-21 Total £	2018-19 Total £
<b>INCOMING RESOURCES</b>				
Subscriptions	630.00	0.00	630.00	2,330.00
Gym Fees	1,754.00	0.00	1,754.00	0.00
Social Events	300.00	2,087.11	2,387.11	946.70
Donations	247.50	0.00	247.50	390.40
Grants - unrestricted	0.00	0.00	0.00	4,513.00
Media Fund	0.00	1,996.18	1,996.18	0.00
Travel Fund	0.00	2,250.00	2,250.00	0.00
Gym Fund	0.00	15,335.00	15,335.00	0.00
Equipment Fund	0.00	2,254.79	2,254.79	0.00
Diabetes Fund	0.00	600.00	600.00	0.00
Other	329.90	0.00	329.90	0.00
<b>Total Incoming Resources</b>	<b>3,261.40</b>	<b>24,523.08</b>	<b>27,784.48</b>	<b>8,180.10</b>
<b>RESOURCES EXPENDED</b>				
Room Hire	290.00	0.00	290.00	1,455.00
Social Events	300.00	574.70	874.70	935.62
Gym Hire	855.00	0.00	855.00	0.00
Insurance	150.20	0.00	150.20	150.20
Media	132.49	0.00	132.49	125.88
Donations	0.00	0.00	0.00	0.00
Media Fund	0.00	1,170.21	1,170.21	0.00
Travel Fund	0.00	0.00	0.00	0.00
Gym Fund	0.00	3,823.00	3,823.00	4,310.00
Equipment Fund	0.00	2,165.99	2,165.99	1,220.00
Diabetes Fund	0.00	0.00	0.00	0.00
Other	504.19	0.00	504.19	59.80
<b>Total Resources Expended</b>	<b>2,231.88</b>	<b>7,733.90</b>	<b>9,965.78</b>	<b>8,256.50</b>
Net Incoming/(outgoing) resources	1,029.52	16,789.18	17,818.70	(76.40)
Total Funds brought forward	373.89	284.71	658.60	735.00
<b>Total funds</b>	<b>1,403.41</b>	<b>17,073.89</b>	<b>18,477.30</b>	<b>658.60</b>
Transfers between Funds	(959.00)	959.00	0.00	0.00
<b>Net Funds carried forward</b>	<b>444.41</b>	<b>18,032.89</b>	<b>18,477.30</b>	<b>658.60</b>

## **Independent Examiner's Report**

**Report to the trustees/ members of**

The Hounslow Borough Respiratory Support Group

**Accounts for the year ended**

31<sup>st</sup> January 2021

### **Independent examiner's statement**

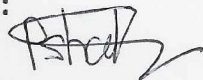
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination and I believe:

- the accounts accurately reflect the Charity's financial performance and position for the period 1<sup>st</sup> November 2019 to 31<sup>st</sup> January 2021.
- the accounts did accord with the accounting records provided

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

**Name:** Poonam Shah ACMA CGMA

**Signed:**



**Date:** 21/02/2021