

HOUNSLOW BOROUGH
CHARITABLE INCORPORATION

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Hounslow Hounslow Borough Borough Respiratory Respiratory Support Support Group Group

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

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HOUNSLOW BOROUGH RESPIRATORY SUPPORT GROUP

CHARITABLE INCORPORATED ORGANISATION REG NO: 1187387

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

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

			2021-22	2019-21
	Unrestricted	Restricted	Total	Total
	£	£	£	£
INCOMING RESOURCES				
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
Total Incoming Resources	4,692.96	9,491.87	14,184.83	27,784.48
RESOURCES EXPENDED				
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
Total Resources Expended	2,776.28	10,366.73	13,143.01	9,965.78
Net Incoming/(outgoing) resources	1,916.71	(874.86)	1,041.85	17,818.70
Total Funds brought forward	444.41	18,032.89	18,477.30	658.60
Total funds	2,361.12	17,158.03	19,519.15	18,477.30
Transfers between Funds	(1,975.00)	1,975.00	0.00	0.00
Net Funds carried forward	386.12	19,133.03	19,519.15	18,477.30

Independent Examiner's Report

Report to the trustees/ members of

The Hounslow Borough Respiratory Support Group

Accounts for the year ended

31st 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 1st February 2021 to 31st 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