

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

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

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 £
<u>Current Assets</u>			
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
Total Current Assets		21,142.85	20,269.65
Creditors: amounts falling due in one year		1,562.50	750.50
Net Current Assets/(Liabilities)		19,580.35	19,519.15
Transfers between Funds		0.00	0.00
Net Movement in Funds		19,580.35	19,519.15
FUNDS OF THE CHARITY			
Unrestricted Funds		466.73	386.12
Restricted Funds	1	19,113.62	19,133.03
TOTAL FUNDS		19,580.35	19,519.15
Notes:			
1. Restricted Funds analysis			
Hounslow Borough Respiratory Support Group		466.73	386.12
Other Restricted Funds		19,113.62	19,113.03
Total Restricted Funds		19,580.35	19,519.15

Signed by: *Roger Smith*
Hounslow Borough Respiratory Support Group

Date 28 April 23

Signed by: *Poonam Shah ACMA CGMA*
Independent Examiner

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
	£	£	£	£
INCOMING RESOURCES				
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
Total Incoming Resources	10,472.45	16,790.99	27,263.44	14,184.83
RESOURCES EXPENDED				
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
Total Resources Expended	6,358.84	20,843.40	27,202.24	13,142.98
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
Total funds	4,499.73	15,080.62	19,580.35	19,519.15
Transfers between Funds	(4,033.00)	4,033.00	0.00	0.00
Net Funds carried forward	466.73	19,113.62	19,580.35	19,519.15

Independent Examiner's Report

Report to the trustees/ members of

The Hounslow Borough Respiratory Support Group

Accounts for the year ended

31st 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 1st February 2022 to 31st 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