

**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**

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# 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