

Trustees' Annual Report for the financial year April 2022 to March 2023



Charity name: Community Life Hub Group

Charity registration number: 1189779

From: 14th April 2022 to 24th April 2023

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	To provide or assist in the provision of facilities in the interests of social welfare and recreation or other leisure time occupations of individuals, residing in Cullompton town, Devon and surrounding areas, who have need of such facilities by reason of their youth, age, infirmity or disability or financial circumstances or social circumstances the object of improving their conditions of life in particular but not exclusively through facilitation of a community garden, growing and horticulture activities, arts and crafts activities and volunteering projects.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	<p>The CLHG aim is to enhance the health and well-being of people living in the local area. We focus on activities to: build confidence, reduce isolation, make new friends and feel involved in the local community, whilst also finding out about other local services and activities. The groups we run include:</p> <ul style="list-style-type: none"> • Friday Morning Drop-in for anyone who wants to meet up for a friendly chat and coffee. Aimed at lonely, isolated or people just in need of company, to get involved in our informal activity of the day, sometimes learn new craft skills and find out about other local activities or groups. • Hub Garden Group volunteers look after the Chekhov Community Garden, Physic Garden and Vegetable Patch (soon to include a small sensory garden) at College Surgery to support the benefits we all gain from being involved in green spaces. • Clickers Memory Café – a meeting point for those with mild cognitive problems (including the early stages of dementia) with lots of activities to help stimulate brain activity. This group meets on the 1st and 3rd Tuesday of each month. <p>We also created several new areas of work and set up our Patients Hub that includes a Patient Participation Group, Waiting Room Volunteers and organising health education talks.</p>
Statement confirming regard to public benefit	All our projects are run for public benefit, we encourage our clients to have a say in what we do and how our projects operate. All trustees are volunteers and in regular contact with our client groups.

Achievements and Performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Friday Drop-in group continues to be open every Friday morning to anyone in the surgery catchment area who is lonely, isolated or just wanting some company. We always have a wide variety of activities and crafts available for anyone who wants to be involved in a nice friendly environment and the opportunity to chat at coffee break.</p> <p>Clickers Memory Café has grown in numbers during the year with 25 clients on average regularly attending and a strong group of volunteers who support the group. This group focuses on supporting people with early-stage dementia, brain injuries and memory loss and their carers. The sessions involve cognitive stimulation in the form of quizzes, puzzles, reminiscence, music (live entertainers and recordings of familiar songs) and craft activities, all designed to help get their brain in gear. We held two successful Christmas sessions in the local café that were funded by McCarthy Stone Foundation, to encourage more people to join the group and as a social activity.</p> <p>Hub Gardening Group looks after the Chekhov Garden, our vegetable raised beds and have re-designed the Physic Garden to make it more accessible and user friendly. We have a small but active group who maintain the gardens and are involved in fundraising by: growing a variety of plants and vegetables and making small items out of recycled wood. We also continue to work closely with our Herbalist who advises on the most suitable herbs to grow in the gardens and gives advice to people wanting to learn about using herbs safely.</p> <p>Patients Hub was set up to involve patients of College Surgery into the running of their surgery and improve health and well-being through education and information. The three groups consist of:</p> <ul style="list-style-type: none"> • Waiting Room Volunteers, • Patient Participation Group • Health Education Talks. <p>Waiting Room Volunteers</p> <p>We took over managing the volunteers to run the Covid and Flu Clinics from the surgery. This involved taking over the administrative role that included managing the rotas and recruiting and training new volunteers.</p> <p>Patient Participation Group (PPG)</p> <p>The Patient Participation Group had been managed by the surgery but due to Covid the group had ceased to function. We took on the role of re-establishing the group, set up to support the work College Surgery undertakes and to give patient feedback about the services they provide. To do this we formed a sub-committee and agreed the terms of reference for the group and introduced a process to re-establish contact with existing patients on their online list and to recruit new patients to create our new online virtual group. We set up bi-monthly meetings that included the Practice Manager and started advertising the meetings to recruit committee members.</p> <p>Health Education Talks (Time to Talk)</p> <p>To fit in with our charitable objective we started planning health education talks in co-operation with two GPs from College surgery and The Nuffield Hospital who</p>
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	<p>offered to supply consultant guest speakers for the events. The talks are open to patients of both GP practices in the town and also the surrounding villages. Our first talk on the Menopause was very well attended and resulted in us assisting to set up a local Menopause Support Group - independent of the CLHG. The second event focussed on bowel health with a consultant and dietician from the Nuffield Hospital as the guest speakers along with Dr Michael Dixon and Dr Emma Richardson from College Surgery.</p> <p>We set up a project to raise money for a defibrillator to be situated on the outside of the College Surgery building. To do this we held sales of handmade items by our volunteers, second-hand books and bric-a-brac items. We also sent out messages on Facebook and advertised within the surgery.</p> <p>During the year we were contacted by a local artist who wanted to improve the appearance of the waiting room and we agreed with the surgery to display her art work within the waiting room and corridors of the surgery.</p>
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Financial Review

Review of the charity's financial position at the end of the period	Opening balance 14/4/2022: £3,785.64 Income: £4,432.59 Closing Balance 24/04/2023 was: £4923.65 (See attached accounts).
Statement explaining the policy for holding reserves stating why they are held	We have set a reserve limit that is enough to pay for six months running costs.
Amount of reserves held	Reserve held: £1,000
Reasons for holding zero reserves	NA
Details of fund materially in deficit	None
Explanation of any uncertainties about the charity continuing as a going concern	NA

Structure, Governance and Management

Description of charity's trusts:	
Type of governing document (trust deed, royal charter)	We run the CLHG in accordance with our constitution.
How is the charity constituted? (e.g unincorporated association, CIO)	We are a Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Apart from the first charity trustees, every trustee will be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees have the skills, knowledge and experience needed for the effective administration of the CIO.

Additional information

Policies and procedures	We have established policies and procedures in place. Through Clickers Memory Café we hold a DMCC Quality Assurance Mark.
The charity's organisational structure and any wider network with which the charity works	We have a chairperson, treasurer and secretary managing the charity. We also have trustees who have taken on the role of project leaders.
Relationship with any related parties	We work with both surgeries in the town and surrounding villages as our community group is open to everyone and we offer groups and activities for the benefit of all. We also have developed links with local charitable groups and societies, the town council, CVS, church groups, other voluntary services and local companies.

Reference and Administrative details

Charity name	Community Life Hub Group
Other names the charity have been known by	Culm Valley Hub was our original group name and Culm Valley Memory Cafe
Registered charity number	1189779
Charity's principal address	Culm Valley Centre for Integrated Health, Willand Road, Cullompton, Devon EX15 1FE

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature	
Full name	
Position (eg Secretary, Chair, etc	
Date	

INCOME 14/04/22--24/04/23

EXPENDITURE

HUB	£984.37	HUB	£745.99	
GARDEN	£486.96	GARDEN	£366.88	
CLICKERS	£449.48	CLICKERS	£265.83	
DEFIB	£1,362.22	DEFIB	£1,323.79	
McCARTHY STONE	£500.00			
AMAZON	£21.41	INSURANCE	£276.40	
EASY FUNDING	£2.50	BANK CHARGES	£64.33	
SURGERY MONEY	£625.65	CASH BOOK	£4.99	
		GROW COFFEE HOUSE	£214.82	
TOTAL	£4,432.59		£3,263.03	1169.56

	Totals	Bank	Petty cash
Balances brought forward	£3,785.64	3732.72	£52.92
Excess of income over expenditure	£1,138.01	1169.56	-£31.55
Balances carried forward	£4,923.65	£4,902.28	£21.37

Represented by:

BANK ACCOUNT	£3,902.28
RESTRICTED FUNDS	£1,000.00
FLOAT	£20.00
PETTY CASH	£1.37
	£4,923.65