

**P**ortsmouth  
**V**ictoria **N**ursing  
**A**ssociation

CHARITY NUMBER 203311

Financial Statements and Annual Report  
1<sup>st</sup> January - 31<sup>st</sup> December 2020

Charity name	<b>Portsmouth Victoria Nursing Association</b>
Often known as	<b>PVNA</b>
Charity commission registered Number	<b>203311</b>

**Section 1. Legal and Administrative Information**

For financial year beginning	1 <sup>st</sup> January 2020
And ending	31 <sup>st</sup> December 2020
Charity's principal address	14 Clegg Road Southsea PO4 9DQ
Charity's email address	pvnacharity@gmail.com
Governing Document:	Schemes of 11 December 1956, 22 May 1969 and 13 September 1979
Objects of the Charity:	To provide financial help to support those within our community who are in both medical and financial need in the area which stretches from Petersfield to Titchfield and everywhere down to the Solent including Fareham, Gosport, Portsmouth, Havant and Hayling Island.
Specific investment powers:	The Trustees investment powers are now conferred by the Trustees Act 2011
Professional Advisers:	CCLA Investment Fund Management Ltd Lloyds Bank PLC
Independent Examiner	Louisa Burton  University of Portsmouth, Richmond Building, Portland Street, Portsmouth, PO1 3DE

## Section 2.

## Trustees and Governance

### Names of Trustees

P Beasley (Chair)  
P Coonan  
S Eardley-Stiff  
J Cloud  
K Peake (Vice-Chair)  
S Hurhangee (Joined Sept 2020)  
G Stephens (Resigned April 2020)

### Company Secretary

Greg Nugent.

### Trustee selection method

Trustees are appointed by resolution of the existing trustee body. Trustees to serve for five years with an option to renew.

## Section 3.

## Activities and Achievements

### Charity's activities and achievements during the year

#### Committee Structure

The committee is made up of the Trustees, up to three nursing representatives, one from each geographical area, and the Company Secretary. Referrals are received by The Nurse Representatives from District Nurses, Health Visitors, and other Community Nurses. The Company Secretary also receives referrals direct from Social Services, School Nurses, Occupational Therapists and Citizen Advice personnel. Each case is presented to the committee for consideration and the nurses advise the Trustees on the medical, social, and financial aspects of each referral. We said goodbye to G Stephens. We welcomed S Hurhangee. K Peake was voted in as vice chair at the AGM.

#### Recipients

Referrals are made to assist with the purchase of medical equipment, furniture, electrical goods and special clothing together with respite care when needed for families or individuals who have both a clearly identifiable medical need and an obvious financial need. Requests are refused if the NHS or other public funds should provide these items. A small number of requests for respite care in the form of nursery places for children will be funded where there is special need. Referrals will also be considered for help for healthcare professionals; providing help for course fees, books and special equipment not normally provided by the NHS. This discretionary assistance will be limited to either half the course fee or £300, whichever is deemed appropriate by the trustees.

Grants awarded this year have been given to provide domestic appliances, beds, flooring, car seats, adapted furniture and specialist child equipment together with respite in the form of nursery play schemes. An increased number of extra-large specialist pushchairs have also been supplied this year.

Almost £20,000 has been given in grants this year to recipients, a decrease from last year. This is due to the effects of the pandemic with referrers unable to visit client families regularly during the lockdown and therefore making less referrals than would have normally been expected.

#### Review of last year's aims

Our aim of forging better relationships with the Gosport Citizens Advice team, Stop Domestic Abuse and the staff at the Hampshire Macmillan Citizens Advice Service have been successful despite the difficulties caused by the pandemic and national lockdowns. The charity has received a number of thank you notes and cards saying how much the grants had helped the families in need.



Investments	Income is generated by investments in the Charities Official Investment Funds divided between the Investment Fund Income units and the Property Fund. Due to uncertainty in the early days of the pandemic, a decision was taken to maintain a healthy cash balance instead of reinvesting funds as we would normally do. This would allow us to continue to support referrals and also give us a period of time to see how the world financial markets would recover from the turmoil being experienced at that time.
Aims for the next year	In light of the experiences of the last 18 months, we feel that it is unrealistic to have specific aims, but we will endeavour to maintain flexibility as a committee to react to any challenges we may face due to any further effects of the pandemic.

## Section 4

## Policies

Reserves Policy	The financial policy of the Association is to maximise the income, consistent with the security of its assets. The Trustees wish to keep a balance between helping recipients now and retaining enough capital to generate increasing income for the future.
Grant Making Policy	The Charity has limited funds but aims to provide small, relief in need, grants to help those in need of our assistance. It is always heart-warming to receive the thank you letters showing how the grants have helped the families who have been referred to the Charity. In light of the challenges presented by the Covid pandemic, and the possible increased number of referrals received, we will maintain the ability to increase or decrease the grant ceiling figure and number of grants made depending on the prevailing circumstances throughout the year.
Investment Selection Policy	All the charities funds are invested in the COIF Investment Funds under the management of the CCLA. The majority of the funds are invested in the Investment Fund Income Units, but a proportion has previously been invested in the Property Investment Fund. Cash sums are kept in the Deposit Fund and on reaching sufficient levels, as decided by the Trustees, further units will only be purchased in the main Investment Fund due to the loss of liquidity in the Property Investment Fund. We continue to monitor closely the value of, and return on, our investments and are hopeful that our investment income will remain constant.
Risks and Risk Management	<p>Risks to the working of the charity are:</p> <ol style="list-style-type: none"> <li>1. The legal restrictions caused by the Covid crisis will make it difficult for the trustees to meet up in person.</li> <li>2. Incomplete or incorrectly completed referral forms.</li> <li>3. Recruiting new trustees may become more difficult due to the retirement age constantly increasing.</li> </ol>

### Risk Management

1. For the foreseeable future, we will now meet online using the Zoom video calling application

2. The Company Secretary will liaise with the nurse representatives and other community carers as how best to access funding from the Charity by completing the forms accurately.
3. The committee will cast a wider net than previously adopted and embrace more creative ideas for recruitment.

## Section 5

## Signature and Declaration

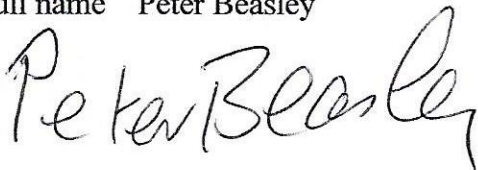
### Declaration

I declare in my capacity of Charity Trustee, that the trustees have approved the report above; and have authorised me to sign it on their behalf.

Signature

Full name Peter Beasley

Kathy Peake




Peter Beasley

Kathy Peake

Position Chair

Vice- Chair

Date

30-09-2021

28.9.21

I certify that the typed signatures are intended to be our electronic signatures





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**Portsmouth Victoria Nursing Association**

No (if any)  
2003711

## Receipts and payments accounts

**CC16a**

For the period  
from

Period start date  
01/01/2020

To

Period end date  
31/12/2020

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
COIF Investment Fund	45,414	-	-	45,414	44,132
COIF Property Fund	7,710	-	-	7,710	8,795
COIF Deposit Fund	-	-	-	-	3
Bank Interest	6	-	-	6	5
Donations	-	-	-	-	150
Refunds	250	-	-	250	168
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>53,380</b>	<b>-</b>	<b>-</b>	<b>53,380</b>	<b>53,253</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>53,380</b>	<b>-</b>	<b>-</b>	<b>53,380</b>	<b>53,253</b>
<b>A3 Payments</b>					
Patients Welfare	19,733	-	-	19,733	26,905
Nurses Welfare	-	-	-	-	-
Administration Fees	7,050	-	-	7,050	6,150
Professional Fees	-	-	-	-	750
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>26,783</b>	<b>-</b>	<b>-</b>	<b>26,783</b>	<b>33,805</b>
<b>A4 Asset and investment purchases, (see table)</b>					
COIF Investment Fund	-	-	-	-	15,000
COIF Property Fund	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000</b>
<b>Total payments</b>	<b>26,783</b>	<b>-</b>	<b>-</b>	<b>26,783</b>	<b>48,805</b>
<b>Net of receipts/(payments)</b>	<b>26,597</b>	<b>-</b>	<b>-</b>	<b>26,597</b>	<b>4,448</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>12,667</b>	<b>-</b>	<b>-</b>	<b>12,667</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>39,264</b>	<b>-</b>	<b>-</b>	<b>39,264</b>	<b>4,448</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Lloyds Current account	1,220	-	-
	Lloyds Deposit account	38,013	-	-
	COIF Deposit account	31	-	-
	<b>Total cash funds</b>	<b>39,264</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	COIF Investment Fund	1,577,586	-	-
	COIF Property Fund	152,046	-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Portsmouth Victoria Nursing Association

On accounts for the year  
ended

31 December 2020

Charity no  
(if any)

203311

Set out on pages

1-2 of CC16A

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

12/03/2021

Name:

Louisa Burton

Relevant professional  
qualification(s) or body  
(if any):

Address:

University of Portsmouth, Richmond Building, Portland St, Portsmouth, PO1 3DE