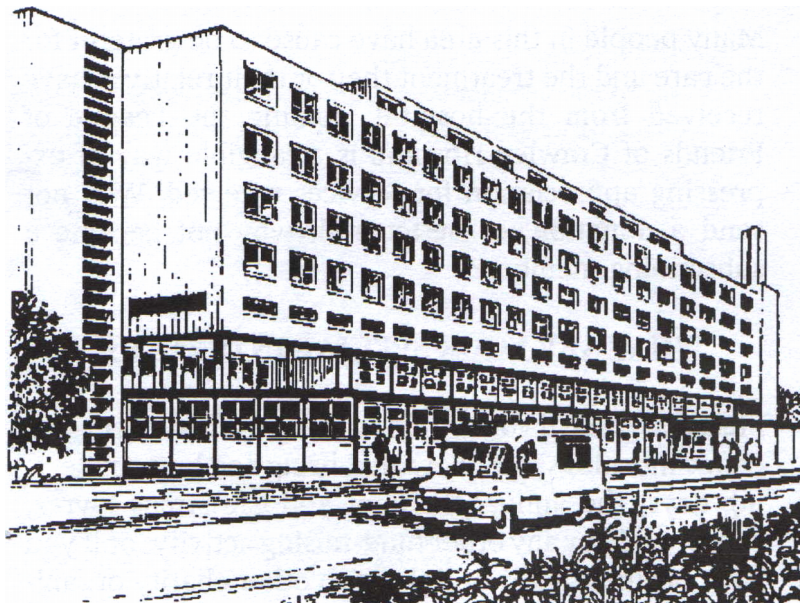


# **THE LEAGUE OF FRIENDS OF CRAWLEY HOSPITALS**



## **ANNUAL REPORT**

**For the financial year 1<sup>st</sup> of October 2023 to 30<sup>th</sup> of September 2024**



**Registered Charity No. 274855**

Please Note:

**Our AGM was held on March 10<sup>th</sup> 2025.**

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# INTRODUCTION

## **History**

The League of Friends of Crawley Hospitals started in 1949 and was registered as a charity in 1978. It is affiliated to the National Association of League of Hospital and Community Friends (ATTEND) whose patron is the Duke of York. The League adopted the new Langley Green Mental Health Hospital at its AGM in 2008 and altered its constitution in line with charity law.

## **Purpose and Funds**

The main purpose of the League is the advancement of Health. To this end, funds are raised for the provision of extra equipment and amenities for the patients and staff using Crawley Hospitals and its' community services (see Appendix 1 - the Constitution). With these funds the League is able to provide useful items from daily newspapers to large pieces of equipment such as scanners.

The League also acts as banker for some of the wards that have their own ward funds. These monies are donated by the general public but assigned to specific wards usually as a result of excellent care they or their family has received. Due to good financial management of these funds their value has not diminished with fluctuations in the financial markets.

## **Membership and Committee**

The League consists of around 150 members, which is a mixture of full, associate(non voting) and honorary members (volunteers). The management committee consists of a President, and 15 Trustees, 6 of which constitute the executive committee plus (non voting) representatives of the Sussex Community Trust, Sussex Partnership and the Voluntary Services manager.

During the AGM of 2011, after 13 years, Lesley Marginson stepped down as Chair of the League. Subsequent to the AGM, Laura Moffatt stood down as our President as she was asked and agreed to become our Chair. Later in 2011, Lesley Marginson was asked and agreed to be our President. In February 2019, our Vice Chair, for many years, David Hawkins passed away and is greatly missed.

## **Fundraising**

The League completed a Millennium Appeal for £100,000 of equipment for the Child Development Centre, £50,000 of equipment to furnish a new Day Surgery Unit An appeal for £25,000 worth of equipment for the chemotherapy services was completed in 2006. £33,000 worth of scanner for the breast cancer clinic was completed in 2008 as was £20,000 worth of alterations to make a dedicated chemotherapy suite also in 2008.

In 2009 we raised £17,000 for an ante-natal clinic scanner and £5000 for a hoist for a medical ward and saw the start of an appeal for a £17,000 probe. In 2010 further money was raised to enable cancer services to be brought back to Crawley hospital. A publicity appeal was started for a replacement mammography machine to support the one stop breast cancer clinic.

In 2016-17 we received a grant for our Jim Smith Memorial Garden Appeal from Tesco Bags of Help Campaign. This was for 2 amounts totalling £12,000 and helped us complete this project, together with another Grant of £700 from the Jim Smith Memorial Fund (a separate charity in his honour)

At the end of 2019-20 we received £167,456 which was a bequest from the estate of Rita Pollock.

### **Awards and Recognition**

In the year 2000 the League won the Meridien and South Regional Nationwide Award for Voluntary Endeavour and was presented with a silver tray and £850 by Matthew Pinsett, Olympic Gold Medallist at a reception at the House of Commons. Jod Arnold, Maria Hains and Celia Putland have all been awarded the League of Mercy Medals for their outstanding contribution to voluntary health care.

In May 2009 the League was awarded special recognition for it's 60<sup>th</sup> anniversary by ATTEND, the National Association of League of Friends . In November 2006 the chair and vice chair were presented to the Queen on her visit to Crawley and in December of that year the chair was invited to a reception hosted by the then Prime Minister Tony Blair, for volunteers at No 10 Downing Street.

In July 2009 Lesley Marginson attended a garden party at Buckingham Palace in the presence of her majesty the Queen. She also represented Crawley Hospital at the NHS 60<sup>th</sup> anniversary service in Westminster Abbey.

At the start of 2011, our League were thanked during Prime Ministers Question Time, by Crawley MP Henry Smith, for all our work and especially our efforts in securing a new Breast Scanner for Crawley Hospital,. The Prime Minister agreed and also thanked all Leagues, throughout the country, for the work they do.

Many of our Trustees have received 'League of Mercy' awards over the years

For Information as to what we have purchased this year, please see the Treasurers report.

## Chairman's Report

### CHAIRMAN'S REPORT FOR AGM ON 10<sup>TH</sup> MARCH 2025

When I came to write this year's report, I felt that it hadn't been as eventful as the last one, having just read that. But we have all been very busy.

We began on 16<sup>th</sup> March 2024, very early, for a Queen's Square Teddy Tombola and the start of our Spring Raffle at the re-opening of the fountains. It was cold but sunny. We then had a St George's Day Fayre, again in Queen's Square with the Teddies and the Raffle. From 25<sup>th</sup> April we sold raffle tickets from our permanent site at Squires, which I am truly thankful for. Without their generosity, the Raffles would not be so successful,

We have continued our book sales at Squires and Friary Hall (U3A) events, both are enjoyed by many and are profitable for no cost. We had Teddies and Raffle in Memorial Gardens at May Bank Holiday. We had Teddies again in Goffs Park in August but maybe we were given the wrong position this time.

We started our Christmas Raffle at Squires on 14<sup>th</sup> November. It seemed a bit early but by 15<sup>th</sup> December, we had sold all 3,000 tickets which was amazing! Many thanks to Tracy and her team there for their support. We are no longer their "Charity of the year" but our book stall is still there and I believe we will be able to use their site for the coming year for our Raffles. To end 2024 we held a Teddy Tombola in The Mall.

Whilst all this has been going, our two stoic ladies have been running our stall in the Front Hall in all weathers. My praise must be given to them for all they do in not the best of conditions but they soldier on!!

And our President who tirelessly continues to organise the gardeners, the community shop and us - whilst making endless jars of marmalade which are becoming famous!

So my very best thanks for supporting me and The League of Friends of Crawley Hospitals to all Gardeners, all at the Community Shop, Lone for her artistic skills and to Olive for always making sense out of our minutes and her timely reminders.

In January, Olive and I did attend a 'Volunteers Day' at the Library. It was to see if anyone was interested in joining The League to help. It was probably an inappropriate venue and as yet we have had no response.

So my thanks to all of you for your continuous volunteering for The League.

And to end on our biggest "event": The X-ray equipment in Room 2 was officially handed over to very excited Radiology staff on 14<sup>th</sup> June in memory of Rita Pollack.

Rosalind Phipps - Chair

## **Treasurer's Report**

**for the Financial Year Ending 30<sup>th</sup> September 2024**

The League is a small non-trading charity and the accounts are presented in the form of an Income and Expenditure Statement.

Income is accounted for as it is received and Expenditure as a payment is made. Decisions on how to allocate our funds are made by our Committee. Our only assets are our bank accounts

This has been another good year for The League, with our Total Income for the year being just over £35,559, most of which was due to Donations from the Community Shop of £23,156, Income from League Stalls of £3,843 and income from the Sum-Up Card Reader of £3,729, mainly due to Raffle Ticket sales

Our Expenditure from our General Fund was £28,416. This was mainly made up of Recliners for Wards £18,690. Physio Bikes £7,397 plus various running costs and Christmas Gifts etc.

From the Charitable Funds we hold on behalf of various wards and departments the CDC (Child Development Centre) spent £5,984 out of their fund renewing/updating their equipment etc.

A detailed list of all Income and Expenditure for the year can be found in the Year End Finance Report for 2023-2024.

Lastly, I would like to offer my Thanks to Olive Jackson, Rosalind Phipps and Lesley Marginson for their help during the year.

Mark Putland, Honorary Treasurer

## Income & Expenditure Report (1 of 2) - Income

(Registered Charity 274855)

<b>Bought Forward 2022/2023</b>	374288.28
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### **INCOME (Receipts)**

Bank & Shawbrook Interest	824.95
Community Shop Profit	23156.23
Collection Boxes/In Memoriam	553.91
Events	421.00
Donations /Book Sales/Membership	710.27
Front Hall Stalls	1280.00
Good as New Sales	0.00
Raffle/Teddy Tomola	2040.48
League Stalls	3842.53
Sumup Income/dons	3729.48
<b>Sub Total League Income</b>	<b>36558.85</b>

<b><u>Ward &amp; Other Funds Income</u></b>	<b>0.00</b>
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<b>Sub Total Ward &amp; Other Funds Income</b>	<b>0.00</b>
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<b>Total Income</b>	<b>36558.85</b>
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<b>Income Balance</b>	<b>410847.13</b>
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## Income & Expenditure Report (2 of 2) - Expenditure

(Registered Charity 274855)

### **EXPENDITURE (Payments)**

TOTE BAGS Adult speech therapy	124.95
Recliners for Wards, last 7 of 9	18690.00
Physio Bikes	7396.84

Fees, Insurance & Running Costs	745.00
Presents - Christmas & Others	1041.00
Publicity Costs	658.69
League Raffles & Fairs	450.00
Garden Expenses	309.66

<b>Sub Total League Expenditure</b>	<b>29416.14</b>
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### **Wards & Other Funds Expenditure**

CDC	5983.85
<b>Sub Total Ward/Other Funds Expenditure</b>	<b>5983.85</b>

<b>Total Expenditure</b>	<b>35399.99</b>
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Closing Bank Balance	375447.14
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<b>Report Balance 2023/2024</b>	<b>410847.13</b>
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Provisions for Unpaid Invoices/ Bids Etc	143703.16
Commitments for Next Financial Year:	1500.00



# **Appendix 1 - CONSTITUTION**

## **THE LEAGUE OF FRIENDS OF CRAWLEY HOSPITALS**

Registered Charity No 274855

### **Object and Rules**

1. The name of the Society is "The League of Friends Of Crawley Hospitals"

### **PRELIMINARY**

In these Rules: -

- a) the expression 'the League' refers to the Association constituted by these rules;
- b) the expression 'the Hospitals' refers to Crawley and Langley Green Hospitals and their associated community institutions, being establishments that the League has already agreed to support. Any changes to the scope of establishments supported would require adoption at an Annual General Meeting ('AGM')

### **2. OBJECT AND POWERS**

The object of the League is the advancement of the health by providing support for patients and former patients of the said Hospitals. In order to carrying out the above Object, but not otherwise, the League shall have the following powers: -

- a) To interest the public in the needs of the patients and staff of the Hospitals and to mobilise, encourage, foster and maintain the interests and support of the public in the said Hospitals
- b) To foster co-operation and intercommunication between the League and other charitable institutions including the Leagues of other Hospitals.
- c) To provide charitable funds for the purpose of supplementing in such manner as the League thinks fit the services provided by the Hospitals and/or their associated institutions
- d) To actively encourage all members of staff of the Hospitals to participate in League activities and become members
- e) To raise funds and to invite and receive contributions from any person or persons or organisations whatsoever by way of subscriptions, donation or otherwise
- f) To receive and accept gifts of property, whether subject to any special trust or not, for the furtherance of the objects of the League
- g) To provide, or assist in the provision of, amenities in the Hospitals and/or their associated institutions for patients and staff
- h) To undertake and execute any charitable trust
- i) To do all such things as are necessary for the attainment of the above objectives whilst complying with Charity laws.

### **3. MEMBERSHIP AND STRUCTURE**

The League will always consist of Members, a Committee and Officers. Members of the League are such persons as the League Committee shall admit to membership. There may also be a President and/or Vice-President.

### **4. SUBSCRIPTIONS**

- a) There shall be an annual subscription for individual membership, or a payment entitling the payer to be a life member. The amount of the subscription to be determined by the League Committee from time to time.
- b) Annual subscriptions for Ordinary Yearly members shall be due in advance on the 1<sup>st</sup> day of January and for Yearly Associate, Non-Voting members on 1<sup>st</sup> day of July. New Members who enrol during the year shall pay, at the time they enrol, a sum proportionate to that part of the year remaining.
- c) A subscription renewal notice will be issued to members no later than 2 weeks before the expiry of a members subscription, with a subsequent renewal reminder notice (if necessary) being issued 2 months after expiry.

## **5. OFFICERS AND COMMITTEE**

- a) There shall be the following Officers: - a Chair, a Vice-Chair, a Secretary, a Treasurer, and a Membership Secretary
- b) The Committee shall consist of the Officers and not more than 20 other persons. A member of the Committee shall be elected to serve for 3 years. One third of the Committee shall retire annually, by rotation, but shall be available for re-election. No person shall be a member of the Committee who is not a member of the League.
- c) The business of the League shall be conducted and managed by the Committee who may do on behalf of the League all such acts as may be exercised and done by the League and as are not by these rules required to be exercised or done by the League in a general meeting
- d) Every AGM will be chaired by the outgoing Chairman, or in their absence, by a member of the outgoing Committee elected from amongst themselves, or in their absence, by a member elected from the members present. The officers shall retire but shall be eligible for re-election when the Officers for the coming year are elected by the elected Committee at the first Committee Meeting which shall be held immediately after the closure of the AGM
- e) The Committee may elect any member of the League to be a member of the Committee to fill any vacancy to hold office until the conclusion of the AGM then next following, and shall have power to co-opt for any specific purpose or purposes, any member or members as they consider necessary or desirable.
- f) The Committee may meet together for the despatch of business, adjourn and otherwise regulate their meetings as they think fit. Questions arising at any meeting shall be decided by a majority of votes. In the case of an equality of votes, the Chairman shall have a second casting vote. Any member of the Committee may and the Secretary on the requisition of a member shall, at any time summon a meeting of the Committee. At least four meetings of the Committee shall be held in each calendar year.
- g) The quorum necessary for the transaction of the business of the Committee may from time to time be fixed by the Committee and unless so fixed shall be at least half of the prevailing elected committee members. Committee members missing three consecutive meetings without good reason will automatically be removed from the committee. The Treasurer and one Officer may authorise urgent expenditure from a Ward Fund upon request from the ward, and also urgent expenditure up to a sum of £500 from the Leagues' general fund. The Chairman and two Officers may authorise any other action requiring immediate decision between the meetings of the Committee. All such actions above mentioned shall be reported in detail at the next Committee meeting.
- h) The continuing members of the Committee may act notwithstanding any vacancy in their body, but if and so long as their number is reduced below ten the continuing members of the Committee may act for the purpose of increasing the members of the Committee or of summoning a General Meeting of the League and not for any other purpose.
- i) The Committee may delegate any of their functions to sub-committees consisting of such member or members of their body as they think fit. Any sub-committee so formed shall in the exercise of the function so delegated conform to any regulation that may be imposed on it by the Committee.
- j) Such sub-committee may elect a Chairman of its meetings and the provisions of sub-rule f) of this rule (except as to the number of the meetings) shall apply mutatis mutandis to any other sub-committee. A sub-committee Chairman may elect any person to the sub-committee for a specific purpose(s) only with the approval of the Chairman of the League. For the duration of this membership of such sub-committee the elected person shall be deemed to be a member of the League.
- k) All acts done by any meeting of the Committee or of any sub-committee or by any person acting as a member of the Committee or of any sub-committee shall, notwithstanding that it be afterwards discovered that there was some defect in the appointment of any such person, be valid as if such person had been duly appointed

## **7. GENERAL MEETINGS**

- a) An AGM of the League shall be held in each calendar year and at a date not later than fifteen months after the preceding AGM. The Chairman of the meeting shall be the Chairman of The League or in his absence the Vice-Chairman, or in his absence then the members present shall elect a Chairman from amongst themselves.
- b) The Committee may at any time call an Extraordinary General Meeting and must do so if so requested in writing by not less than fifteen members of the League.
- c) The Secretary shall give at least fifteen clear days' notice in writing of General Meetings and the purpose thereof to all members entitled to receive notice of meetings
- d) At a General Meeting each member shall have one vote. Voting shall be by showing of hands only unless a ballot is demanded by not less than five members present.
- e) The Chairman's direction as to how a ballot is to be taken, his declaration as to the result of any voting and his decision on any question of procedure or point of order at a General Meeting shall be considered final. In the event of an equal vote the Chairman shall have a casting vote.
- f) No vote may be cast by proxy.
- g) No business shall be transacted at any General Meeting of the League unless a quorum of members is present at all time when the meeting proceeds to business. Fifteen members personally present shall be a quorum. If within half an hour from the time appointed for a meeting a quorum is not present the meeting, if convened upon the requisition of members, shall be dissolved; in any case it shall stand adjourned to a day not more than two weeks later at a same time and place; and if at the adjourned meeting a quorum is not present within half an hour from the appointed time the meeting the members present shall be a quorum.

## **8. ACCOUNTS**

There shall be prepared annually and laid down before the League, at the AGM, an independently examined statement of accounts and a report of the League's activities.

## **9. CESSATION OF MEMBERSHIP**

The membership secretary having sent a subscription renewal and subsequent reminder notices, with a period of four months having expired since the renewal notice was issued and the member not having paid their subscription, the member will be deemed to have resigned.

- a) Membership is terminated if a member is removed from membership by a resolution of the Trustees that it is in the best interest of the Charity that his or her membership be terminated. A resolution to remove a member from membership may only be passed if:-
  - i) the member has been given at least twenty one days notice in writing of the meeting of the Trustees at which the resolution will be proposed and the reason why it is to be proposed.
  - ii) the member or, at the option of the member, the members representative (who need not be a member of the Charity) has been allowed to make representations at the meeting.

## **10. NOTICES**

If a member has given to the Secretary an address within the British Isles for the giving of the notices to him (and not otherwise) he shall be entitled to receive notices of all meetings of the League. The notice may be given by the League to any member either by delivering it by hand to him or to his said address or by sending it by post to him to such address.

## **11. PROPERTY**

- a) The monies and property of the League not immediately required for the purpose of the League may be held by or vested in such persons as the Committee may from time to time determine, and the Committee may appoint two or more persons who are members of the League, to hold any such monies or property upon trust for the League, or to invest them in such Securities as the Committee may think fit.
- b) A banking account shall be operated and cheques drawn on behalf of the League shall be signed by such person or persons as the Committee may from time to time direct.

## **12. REMUNERATION**

The committee may appoint and employ assistants as they think fit. They shall appoint (and may pay proper remuneration to) Auditors.

## **13. ALTERATION TO RULES**

The League may by a majority of not less than two-thirds of the members present at an AGM or Extraordinary General Meeting alter, add or delete all or any of the objectives of the League and alter the rules, provided that notice of intention to propose such alteration, addition or deletion and the details thereof are served upon each member with the notice required to be given by the rule 7(c) hereof.

## **14. INFORMALITIES**

No action or decision of the Committee or any meeting of the League shall necessarily be invalidated by reason only of informality or neglect in any services of notices or in any matter or procedure, it shall be for the Committee to decide the effect, if any, of such informality or neglect.

## **15. PROVISION FOR DISSOLUTION**

Upon dissolution of the League, the surplus assets (if any) of the League remain in after the satisfaction of all debts and liabilities shall not be paid to nor distributed amongst the members of the League but shall be given, or transferred, to such charitable institution or institutions as the members of the League shall at, or before, the time of dissolution, in General Meeting, determine with the approval of the Charity Commissioners.

Constitution adopted 28<sup>th</sup> November 1977 as amended 17<sup>th</sup> January 2000 and 15<sup>th</sup> March 2004 and 17<sup>th</sup> March 2008

Annual General meeting on Monday 17<sup>th</sup> March 2008

## **Appendix 2 - EQUAL OPPORTUNITY POLICY**

### **THE LEAGUE OF FRIENDS OF CRAWLEY HOSPITALS (Registered Charity No. 274855)**

#### **Statement of Intent**

The Committee of the League of Friends of Crawley Hospitals (The League) as a voluntary organisation acknowledges the need for an equal Opportunity Policy. It accepts that it has a responsibility to ensure that all board members, volunteers and employees are fully aware of the issues relating to equality of opportunity and that they understand their role in its promotion and implementation.

1. The League recognises that the United Kingdom is a multi racial and culturally diverse society and is committed to developing equal opportunities in all areas of its activities.
2. The League aims to ensure that no volunteer is discriminated against on the grounds of gender, nationality, ethnic origin, age, disability, sexual orientation, belief, marital status, religion, poverty or geographic location and we recognise that everyone has a contribution to make to society and a right to equal treatment.
3. The League seeks to work in partnership with other organisations with an equal opportunity policy.
4. The League recognises that discrimination does exist in our society and that they have an obligation and a responsibility both to oppose discrimination and actively to promote equality of opportunity amongst all groups of society, including those not covered by current legislation.
5. The League recognises that a policy will not of itself provide equality of opportunity and they are therefore committed to implementing action towards making this policy effective.
6. In order to ensure that this policy is effective, all board members and volunteers will be made aware of its' content and the policy will be monitored and reviewed regularly.

The League will ensure that its' activities meet with both the letter and the spirit of the relevant legislation.

Any individual or organisation wishing to raise a complaint that this policy is not being correctly followed by the League should contact the Leagues chairman on 01293 600440 or by e mail through [chlof2003@bigfoot.com](mailto:chlof2003@bigfoot.com)

#### **Approval and Adoption**

This policy was formally adopted by the Committee of the League of Friends on 15.10.07

### **Appendix 3 - OUR MISSION STATEMENT**

**The League of Friends of Crawley Hospitals' aim is to work together as a Team to enhance the Services of both Crawley and Langley Green Hospitals and to provide extras to make Patients, Staff, Wards and Departments more comfortable.**

**The League of Friends welcomes working alongside other Services and Charities in our common aim.**

~~~~~

## **Year End Finance Report 2023/2024**

|                                 |           |
|---------------------------------|-----------|
| <b>Bought Forward 2022/2023</b> | 374288.28 |
|---------------------------------|-----------|

### **INCOME (Receipts)**

|                                  |          |
|----------------------------------|----------|
| Bank & Shawbrook Interest        | 824.95   |
| Community Shop Profit            | 23156.23 |
| Collection Boxes/In Memoriam     | 553.91   |
| Events                           | 421.00   |
| Donations /Book Sales/Membership | 710.27   |
| Front Hall Stalls                | 1280.00  |
| Raffle/Teddy Tomola              | 2040.48  |
| League Stalls                    | 3842.53  |
| Sumup Income/dons                | 3729.48  |

|                                |                 |
|--------------------------------|-----------------|
| <b>Sub Total League Income</b> | <b>36558.85</b> |
|--------------------------------|-----------------|

|                                                |             |
|------------------------------------------------|-------------|
| <b>Sub Total Ward &amp; Other Funds Income</b> | <b>0.00</b> |
|------------------------------------------------|-------------|

|                     |                 |
|---------------------|-----------------|
| <b>Total Income</b> | <b>36558.85</b> |
|---------------------|-----------------|

|                       |                  |
|-----------------------|------------------|
| <b>Income Balance</b> | <b>410847.13</b> |
|-----------------------|------------------|

### **EXPENDITURE (Payments)**

|                                  |          |
|----------------------------------|----------|
| TOTE BAGS Adult speech therapy   | 124.95   |
| Recliners for Wards, last 7 of 9 | 18690.00 |
| Physio Bikes                     | 7396.84  |
| Fees, Insurance & Running Costs  | 745.00   |
| Presents - Christmas & Others    | 1041.00  |
| Publicity Costs                  | 658.69   |
| League Raffles & Fairs           | 450.00   |
| Garden Expenses                  | 309.66   |

|                                     |                 |
|-------------------------------------|-----------------|
| <b>Sub Total League Expenditure</b> | <b>29416.14</b> |
|-------------------------------------|-----------------|

### **Wards & Other Funds Expenditure**

|     |         |
|-----|---------|
| CDC | 5983.85 |
|-----|---------|

|                                               |                |
|-----------------------------------------------|----------------|
| <b>Sub Total Ward/Other Funds Expenditure</b> | <b>5983.85</b> |
|-----------------------------------------------|----------------|

|                          |                 |
|--------------------------|-----------------|
| <b>Total Expenditure</b> | <b>35399.99</b> |
|--------------------------|-----------------|

|                      |           |
|----------------------|-----------|
| Closing Bank Balance | 375447.14 |
|----------------------|-----------|

|                                 |                  |
|---------------------------------|------------------|
| <b>Report Balance 2023/2024</b> | <b>410847.13</b> |
|---------------------------------|------------------|

|                                          |           |
|------------------------------------------|-----------|
| Provisions for Unpaid Invoices/ Bids Etc | 143703.16 |
| Commitments for Next Financial Year:     | 1500.00   |





# 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

Charity Name  
The League of Friends of Crawley Hospitals

On accounts for the year  
ended

30<sup>th</sup> September 2024

Charity no  
(if any)

274855

Set out on pages

2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

21-4-2025

Name:

Zena Elster

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

SMB -  
B.A. Hons.  
FMATT

Address:

59 Tattenham Way

Tadworth

Surrey KT20 5NE



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 7/21-4-2018                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                 |
| Charity no                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 234567                          |
| Charity name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ABC Charity                     |
| Set out on page                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2                               |
| <p>I report to the trustees on my examination of the accounts of the charity (the Trust) for the year ended 31/12/2017.</p> <p>As the charity trustees of the Trust, you are responsible for the preparation and the accuracy of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).</p> <p>I report in respect of my examination of the Trust's accounts carried out under section 45 of the 2011 Act and in carrying out my examination, I have followed the applicable directions given by the Charity Commission under section 14(5)(a) of the Act.</p> <p>I have completed my examination. I confirm that no material matters have come to my attention (including but not limited to) in connection with the examination which gives me cause to believe that in any material respect:</p> <ul style="list-style-type: none"> <li>the accounts were not kept in accordance with section 45 of the Act or</li> <li>the accounts do not accord with the accounting records.</li> </ul> <p>I have no concerns and have signed these no concerns in connection with the examination to which attention should be drawn in order to enable the trustees to be satisfied of the accuracy of the accounts to be audited.</p> <p>Please delete the words in the brackets if they do not apply.</p> |                                 |
| Signature                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | [Signature]                     |
| Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Zena Smith                      |
| Relevant professional qualification(s) or body                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | SMG - B.A. Hons. (CMAA) - FINAT |
| Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 123 Tenthredine Way             |
| Telephone                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |
| Mobile                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                 |