

## Trustees' Annual Report 01/11/2018 – 31/10/2019

### Woking Strokeability reg: 1126721

#### **Objectives and Activities**

*Summary of the purposes of the charity as set out in its governing document*

- To provide support and rehabilitation exercise for those affected by stroke to those who live in Woking and the surrounding area.

*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.*

- Providing aerobic and aqua exercise for stroke survivors or those with similar disabilities of any age.
- Providing a regular meeting place for those affected by stroke
- Organising social and enjoyable activities for members
- Raising funds to support the work of the group

*Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit*

- The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

*Policy on grant making*

- Woking Strokeability do not make grants.

*Policy on social investment including program related investment*

- Woking Strokeability do not make social investment.

*Contribution made by volunteers*

- Supporting the trainers during exercise sessions.
- Assistance with organising events and fundraising.

#### **Achievements and Performance**

*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.*

- We held our weekly exercise sessions in Woking Leisure Centre most Saturday afternoons throughout the year. This allowed members to exercise in a supportive environment with trainers on hand to run through the warm up, direct and support appropriate exercise and warm down at the end of the session. After exercise, some members took the opportunity to socialise at the Centre or a local public house.
- We held aqua-aerobics sessions at Woking Home's pool on Tuesday mornings throughout the year, when the pool was available. Members, not just those attending the pool, socialise every Tuesday over lunch at a local golf club in the afternoon.

- We worked with other charities to signpost and set up opportunities for our members. A number of members took advantage of fortnightly RYA Saleability accessible sailing at Papercourt. In addition, seven sailing days on the Solent were arranged with the Gwennili Trust, from June to September. The weather was kind to us this year and all of the trips were fully booked.
- This year our three main fundraising events bingo, the race night and the coffee morning raised over £3,000.
- The Social side of Woking Strokeability is as important as the exercise and it is pleasing that we now have past members coming back to join us again for some events. We have had a very busy social year as a Group all meeting up on a wide variety of occasions the main events being
  - Christmas lunch at The Cricketers in January
  - Coffee morning at Lancaster Hall in February
  - Race night at St Johns Hall in March
  - Boat trip on the Thames in June
  - Barbecue at The Cricketers in July
  - Bingo at Lancaster Hall in September

## **Financial Review**

*Review of the charity's financial position at the end of the period*

### **Total income: £16,857 (£18,812)**

Members' weekly fees and annual membership: £4,555 (£5,325)

- Weekly fees and annual membership fees are £770 down on the previous financial year. Weekly fees will remain at £5 per session but annual membership will increase to £12 to make it easier to calculate, at £ 1per month, fees for anyone joining during the year January to December.

Members' donations /fundraising: £4,965 (£2,976)

- Our three fundraising events brought in a total of £3,117 (coffee/cake morning £535; Race Night £1,529; Bingo Night £1,262. The rest is generous donations from members at Christmas and adhoc donations during the year.

External donations: £3,944 (£8,135)

- Donations from external sources are down from the previous financial year but last year's total was exceptional. Donations include £1,000 from St Johns Care, £644 from Love2Donate (via Funeral Directors in memory of Malcolm), £555 from Horsell Residents Association (calendars), £500 from Asda, and donations from The Crown Quiz Team, Addleston Scottish Association, collection tins and various Virgin Giving donors.
- In addition, Alex and Jane Ford raised £665 from sponsorship at the Venice Marathon.

Social (trips & meals): £3,393 (£2,375)

- A Thames river trip, seven Solent sailing trips, a January meal and summer BBQ have increased both income and expenses over the previous financial year.

### **Total spending: £14,827 (£13,567)**

Professional fees £6,120 (£6,370)

- Costs are down this year due to paying only £75 in Lifeguard fees for the whole of the financial year.

Venue hire: £3,792 (£3,564)

- Pool hire rose by £1.50 a week in September 2019 and it now costs £54 per week. Studio hire at the Leisure Centre rose from £32 per week to £33 per week in April 2019.

- The total cost for each pool session is now £99 and that for the studio/gym is £118.

Social (trips and meals): £3,385 (£2,219)

- See Social (trips and meals) income

Office: £1,530 (£1,415)

- Office expenses include Stroke Association affiliation, Public Liability Insurance, Trustees Indemnity Insurance, maintenance of our website, printing costs, equipment and Christmas gifts for the trainers, lifeguards and volunteers.
- In addition, all trustees have undergone DBS checks and safeguarding training and our trainers have had advanced DBS checks and have had or are undergoing safeguarding thus adding to our expenses.

*Statement explaining the policy for holding reserves stating why they are held*

- All reserves are retained in the current account

*Amount of reserves held*

- Reserves are not separately held or identified. The current account was in credit at year-end of £17,336.

*Reasons for holding zero reserves*

- All reserves are retained in the current account.

*Details of fund materially in deficit*

- Not applicable.

*Explanation of any uncertainties about the charity continuing as a going concern*

- Woking Strokeability's funding policies and practices do not lead us to believe that there are any uncertainties about the charity continuing as a going concern.

*The charity's principal sources of funds (including any fundraising)*

- The principal source of funds last year was our fund raising events that raised over £3,300, details above.

*Investment policy and objectives including any social investment policy adopted*

- Woking Strokeability do not make investments.

*A description of the principal risks facing the charity*

- The principal risk is the loss of suitable facilities for both aerobics and aqua-aerobics.

## **Structure, Governance and Management**

*Description of charity's trusts*

- Woking Strokeability do not have any trusts.

*Type of governing document (trust deed, royal charter)*

- Constitution.

*How is the charity constituted? (e.g. unincorporated association, CIO)*

- An unincorporated association.

*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*

- By invitation from the management committee or a vote at the AGM.

*Policies and procedures adopted for the induction and training of trustees*

- All trustees are provided with guidance from the Charity Commission on the role of a trustee.
- There are a number of events available to Trustees from associated organisations such as the Small Charities Coalition and the National Council for Voluntary Organisations, details of which are circulated for them to attend as may be appropriate.
- On-line training courses are taken on relevant topics such as safeguarding vulnerable adults.
- In addition, the Secretary attends Charity events on an adhoc basis including Charity update sessions by a local solicitor, Barlow Robins, and feeds back items of interest to the other trustees

*Policies and procedures adopted*

- In addition to the Constitution the Charity has adopted the following policies and procedures:
  - Conflict of Interest Policy
  - Health & Safety Policy
  - Finance Policy and Procedures
  - Reserves Policy
  - Complaints Policy
  - Equal Opportunities Policy
  - Data Protection Policy
  - Volunteer Policy
  - Safeguarding Policy

*The charity's organisational structure and any wider network with which the charity works*

- The management committee, comprising the Chairman, Deputy Chairman, Treasurer, Secretary and the Trustees, runs the charity.

*Relationship with any related parties*

- We are affiliated to the Stroke Association.

## **Reference and Administrative details**

*Charity name*

- Woking Strokeability.

*Registered charity number*

- 1126721.

*Charity's principal address*

- 5 Barbon Close, Camberley, Surrey, GU15 1BW.

*Names of the Charity trustees who managed the charity*

<i>Trustee name</i>	<i>Office (if any)</i>	<i>Dates acted</i>	<i>Body entitled to appoint trustee</i>
Campbell Ford	Chairman	All year	Management Committee & AGM
Val Cunningham	Deputy Chairman	All year	Management Committee & AGM
Jenny White	Treasurer	All year	Management Committee & AGM
Ben Anthony	Secretary	All year	Management Committee & AGM
Tony Dawson		All year	Management Committee & AGM

*Corporate trustees –names of the directors at the date the report was approved.*

- Woking Strokeability do not have any corporate trustees.

*Name of trustees holding title to property belonging to the charity*

- No trustee holds title to property belonging to the charity.

*Funds held as custodian trustees on behalf of others*

- Woking Strokeability do not hold funds on behalf of others.

## **Declarations**

**The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees**

Signature		
Date		
Full Name	Campbell Ford	Jenny White
Position	Chairman	Treasurer