

Trustees' Annual Report 01/11/2019 – 31/10/2020

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.

- Before lockdown on 15th March, we held our weekly exercise sessions in Woking Leisure Centre most Saturday afternoons. 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.

- During this time, we also held aqua-aerobics sessions at Woking Home's pool on Tuesday mornings, when the pool was available. Members, not just those attending the pool, socialised over lunch at a local golf club in the afternoon.
- Since March, we have been unable to meet up in physically. As an alternative, we have been running Zoom sessions led by our stroke rehabilitation trained instructor for exercise and socialisation.
- When not able to meet up physically the Trustees kept in touch with our membership on a regular basis to see if they were in need of any extra help or support that we could provide.
- We continued to work with other charities to signpost and set up opportunities for our members.
- The social side of Woking Strokeability is as important as the exercise. However since lockdown began, we have had to rely on Zoom, social media and phone calls to maintain contact with our members. The only event we were able to organise was our Christmas lunch at the Cricketers, Horsell Birch in January.

Financial Review

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

**(last year's figures for reference)*

Total income: £9,264 (£16,857)

- Members' weekly fees / annual membership: £2,189 (£4,555)*
- Members' donations /fundraising: £872 (£4,965)*
- External donations: £5,527 (£3,944)*
- Social (trips & meals): £675 (£3,393)*
- We were able to use both the pool and leisure centre, and collect weekly fees until the middle of March. When lockdown started, we changed to running virtual sessions over Zoom that we have been able to run free of charge to our members.
- We have not been able to hold any collections or fundraising events this year. Fortunately, it has been a good year for donations from external sources. External donations include funding during the pandemic from the Community Foundation Surrey (£1,300), Talbot Underwriting (£1,000), St. James Place (£1,000) and Woking Borough Council (£500). Relatives of our Trustees donated / raised £1,300 and the Daisy Tuffin Flower Club donated £300. In addition, we had a number of smaller donations via Virgin Giving and PayPal.

Total spending: £9,585.78 (£14,827)

- Professional fees: £5,175 (£6,120)*
- Venue hire: £1,305 (£3,792)*
- Social (trips and meals): £741 (£3,385)*
- Office: £2365 (£1,530)*
- Office costs that were higher this year and can be broken down by

- Charity running costs £699 – this includes Public Liability and Trustees Indemnity insurances, Stroke Association affiliation, website maintenance, Zoom licences, DBS checks and training
- Materials purchased £1,189 – sweatshirts and polo shirts for members and trainers; bender balls, cameras and microphones for Zoom exercise sessions; disability equipment for several members.
- Other £477 – Christmas gifts for trainers and volunteers, birthday voucher for our trainer, flowers etc. for members when ill or hospitalised.
- At the end of the financial year we had a bank balance of £17,013
- Woking Strokeability only reimburses Trustees, volunteers, Officers, carers and beneficiaries for reasonable expenses, which were wholly, necessarily and exclusively incurred in connection with its operation.
- To ensure that accounts are kept complete and up to date the Chairman or Trustees can request a review of accounts at any time without notice. The Treasurer is responsible for giving full access to all paperwork and accounts within two weeks of the request.

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.

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 external donations of £5,527, 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. This risk was mitigated by running virtual rehabilitation sessions over Zoom.
- An unexpected risk was that, during lockdowns we are unable to hold fund raising events or collections. This risk was mitigated by a focus on raising funds through external donations.

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 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
 - Personal Benefit

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	By email	By email
Date	10 December 2020	10 December 2020
Full Name	Campbell Ford	Jenny White
Position	Chairman	Treasurer