

SHEFFIELD FAMILY HOLIDAY FUND

Charity No. 505590

NOTICE of 43rd ANNUAL GENERAL MEETING

**To be held on 26th MARCH 2019 AT 12.30pm
at the offices of Investec Wealth & Investment
Beech House, 61 Napier Street, Sheffield S11 8HA**

AGENDA

1. Apologies for absence.
2. Minutes of the last AGM held on 15th March 2018.
3. Annual Accounts and Annual Report, 2018.
4. Appointment of Independent Examiner.
5. Election of Trustees. June Blower, Rachel Hopkins and John Hopkins retire by rotation and offer themselves for re-election. Alison Gardner, who was appointed as a Trustee in October 2018, retires also and offers herself for re-election.
6. A short address by Sara Gowen, one of our trustees and Managing Director of Sheffield Young Carers.
7. Michael Smout, of the Family Holiday Association based in London, will update us on the latest national developments in providing holidays for the underprivileged.

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Annual Report for 2018

2018, our 42nd year of existence, was a tough one as I forecast in last year's report coming as it did on the back of the highly successful 2017. Anticipating that this would be the case we have initiated the formation of a fundraising sub-committee which will be headed up by David Meadows, one of our trustees. David is well equipped for this role due to the skills he has developed as a staff member of Sheffield University's Alumni Relations and Events team. Ideas are currently evolving for fund raising initiatives in the current year and beyond. We are particularly pleased to welcome our new trustee, Alison Gardner, who is head of External Relations at the Sheffield Girls High School.

We appreciate greatly the support we continue to receive from our core supporters. They are listed at the head of the Donors page accompanying these Accounts. My fellow trustees and I fully appreciate their support which forms the bedrock by which the Trust is able to continue. In the accompanying sheet headed Other Donors you will read of other donations we received in the year under review and we value these greatly. Some of these donors are regular contributors and we appreciate their continuing support.

Those of you who attended the AGM last year will remember the excellent address given by Mr Peter Jackson, a former Sales Director with the Dutch Company Daf. After 25 years working for them he started his own business instructing heavy vehicle drivers on how to save fuel. Peter's recent claim to fame saw him inject, a few years ago, new life into The Stumperlowe Probus Club which is now a thriving organisation with 60 members.

We could not exist in an efficient and effective way if it weren't for the wholehearted support we continue to receive from the Family Holiday Association (FHA) in London. We have over the last 19 years built a longstanding and strong relationship with their Chief Executive, John McDonald, and his professional team headed up by John Kinnear and Michael Smout. I visit them periodically swapping thoughts, inter alia, on latest ideas for fundraising events and venues for days out for our holiday recipients. John McDonald announced his retirement from the FHA with effect from 31st December 2018 and his successor will be appointed shortly.

You will note that in 2017 we raised a record £37,092. Much of this came in just before our Financial Year end after we had briefed the FHA toward the end of the year on how much they could conservatively spend in 2018.

At this stage it is important to draw to your attention the final three pages of our set of Accounts. You will note that in 2018 we funded holidays and day breaks costing £30,954. Referrals for these came from 20 different Sheffield organisations which are listed on the penultimate page of the Accounts package. We were able to give a holiday or a group day trip to 843 adults and children in the Sheffield area. It is worth putting on record that, since inception in 1976, SFHF has funded holidays or group

day trips for over 21,000 local people. As last year, we show in a separate schedule the postal districts in which recipients of our holidays and daybreaks reside.

It is with great sadness that we announce the death in November 2018, at too young an age, of James Bedingfield one of our most active young trustees who over the last 10 years has raised large sums of money for SFHF. He will be sorely missed.

I close by thanking Investec Wealth & Investment for again making their Boardroom available to us both for our AGM and our periodic Trustee meetings throughout the year. They generously supply the refreshments too. A final thank you must go to Nick Bolton and David Meadows for both organising the typing of the accounts and putting this package together for our AGM, copies of which will be sent to all our beneficiaries who have been unable to attend the meeting.

John Hopkins
Chairman of Trustees
20th February 2019

**Minutes of the 2018 Annual General Meeting
held on 15th March 2018 at
the offices of Investec Wealth & Investment**

Present: Peter Jackson, John McDonald, John Hopkins, Rachel Hopkins, Liz Murray, Jim Fulton, June Blower, Stephen Allen, James Bedingfield, Nick Bolton, Sara Gowen, Gill Lee, Les Tomlinson, Allan Jackson, Sue Smith, John Green.

Apologies for absence: David Meadows, Julia Massey, Andrew Vidler, Sue Markham.

The minutes of the last AGM were approved and signed.

The Chairman took the meeting through the salient points in his annual Report for 2017. It was noted that Sheffield's leading charities had given us £20,500 compared with £21,350 the previous year. The contributions from other sources, however, increased from £11,366 to £16,592. The Chairman took the meeting through the exceptional one-off donations we had received attributed in great part to the publicity engendered as a result of the 40th Anniversary year in 2016. He stated, however, this was not likely to be repeated in the current year and measured are being taken to source other lines of income. A fund raising sub-committee to be chaired by David Meadows would be put in place shortly.

The Chairman asked for any comments on the accounts following which James Bedingfield proposed they be accepted and June Blower seconded the motion which was carried unanimously.

Susan Smith had intimated that she was happy to carry on as Independent Examiner and the Chairman expressed his appreciation of her continuing to act in this role. Jim Fulton proposed that she be re-appointed and Nick Bolton seconded the motion which was carried unanimously.

James Bedingfield, Nick Bolton and Liz Murray are the Trustees retiring by rotation and offer themselves for re-election. This was proposed by Rachel Hopkins and seconded by Stephen Allen and the motion was carried unanimously.

Our guest speaker Mr Peter Jackson, gave a very thoughtful speech laced with amusing anecdotes containing happy memories of his childhood holidays spent with his parents and sister. Early noises and smells which he had encountered then have remained with him to this day and he emphasised how these early family holidays had been such an important part of his life.

John McDonald of FHA then spoke updating us on the latest activities in London as well as in Scotland and Wales where the authorities were placing greater emphasis of the benefit of holidays for the less well off families.

He told us that FHA had liaised with the organisation Visit Kent who had generously donated free days out to various historical places of interest in the county. FHA were opening channels in a similar vein in the City of York and it was anticipated that over the coming years our local Sheffield families will reap the benefit of these outings as well as new links which had been formed with the National Trust.

He reported that FHA had helped 4,500 families to have a holiday or daybreak in 2017. He emphasised also how the FHA appreciated the strong linkage which has developed over the years with Sheffield and Rotherham Holiday Funds.

The Chairman then asked Mr Jackson to present John with a cheque for £10,000 being the first contribution from SFHF for 2018.

This brought the meeting to an end and a buffet lunch, again provided by Investec, was enjoyed by all present. The Chairman thanked Investec for their generosity.

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INCOME AND EXPENDITURE ACCOUNT – YEAR ENDED 31ST DECEMBER 2018

INCOME		2018	2017
		£	£
Donations from Charitable Trusts, Organisations and Individuals		26,647	37,092
Dividend Income		1,367	1,318
Bank Interest		15	3
Total Income		28,029	38,413
Less Sundry expenses		998	970
NET INCOME FOR THE YEAR		27,031	37,443

BALANCE SHEET AT 31ST DECEMBER 2018

	2018	2017
	£	£
FIXED ASSETS		
Quoted Investment at cost (Note 2)	12,810	12,810
Capital Fund cash balance (Note 3)	2,082	2,000
	14,892	14,810
CURRENT ASSETS		
Cash at Bank	16,380	15,424
Debtors	-	1,000
	16,380	16,424
NET ASSETS	31,272	31,234
Represented by:		
ACCUMULATED FUND		
Balance B/fwd	31,234	28,791
Add: Excess of Income over Expenditure	27,031	37,443
	58,265	66,234
Add: Increase in Capital Fund	82	2,000
	58,347	68,234
Less: Transfer to Family Holiday Association	27,075	37,000
ACCUMULATED FUND at 31.12.2018 (2017)	31,272	31,234

SHEFFIELD FAMILY HOLIDAY FUND

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NOTE 1

HOLIDAY ARRANGEMENTS FOR 2019

The Sheffield Family Holiday Fund (SFHF) has agreed with the Family Holiday Association (FHA) that the direct arrangements for holidays in 2019 for Sheffield disadvantaged families will be continued by the FHA. SFHF will continue to raise funds for the provision of holidays and has agreed to transfer money to FHA in advance to finance the holidays.

NOTE 2

The Quoted Investment had a market value of £12,859 at 31st December 2018 (£14,663 - 2017).

NOTE 3

Capital Fund

Balance £2,082 (2017- £2,000)

NOTE 4

SUMMARY OF FUNDS TRANSFERRED TO FAMILY HOLIDAY FUND

	2018	2017
	£	£
Funds held by FHA b/fwd	13,573	2,458
Payments made for 2018/2019 holidays	27,075	37,000
	40,648	39,458
Cost of holidays in 2018 (2017) as per attached Sheffield Referrals Sheet	30,954	25,885
Funds held by FHA c/fwd to 2019 (2018)	9,694	13,573

THE SHEFFIELD FAMILY HOLIDAY FUND

Charity No 505590

Independent Inspection

My inspection of the records and the preparation of the accounts is undertaken on a voluntary basis, and not intended to be treated by the committee or members as being an audit for the purposes of the Charities Act, nor as an independent examination by a reporting accountant as defined by the Charities Act.

My inspection is undertaken at the voluntary discretion of the Trustees with the sole purpose of assisting in the preparation of a fair statement of the Fund and subject to the foregoing, I am satisfied that the statements are in accordance with the records and explanations received, and further subject to those records, are free from material mis-statement

5th February 2019

R Gardiner

Accountant

SHEFFIELD FAMILY HOLIDAY FUND
Charity No. 505590

DONORS 2018

<u>TRUST CORE DONORS:</u>	2018
	£
Freshgate Trust	4,000
Zachary Merton & Geo Woofindin Conv Trust	3,500
Church Burgesses Trust	3,000
JG Graves Charitable Trust	3,000
Town Trustees of Sheffield	2,000
Queen Victoria and Johnson Memorial Trust	2,500
Talbot Trusts	1,000
Cutlers Company Charitable Trust	1,000
Whitecourt Charitable Trust	700
James Neill Trust Fund	500
Hyman Winstone Foundation	500
Dixon Pitchfork Charitable Trust	500
Sheffield General Benevolent Society	400
	<u>22,600</u>

OTHER DONORS:

HMRC Gift Aid Tax Refund	1,065
Rotary Club of Sheffield	700
Sarah Lynch and Roger Purkiss	450
St John's Church Ranmoor	448
Anonymous	400
St Marie's Activity Group	250
James Bedingfield Memorial	216
J Green	135
J Massey	100
C Beardsall	78
D Meadows	75
Rotary Club of Vulcan (J Hopkins talk)	50
Peter Gannon	80
	<u>4,047</u>

26,647

Capital Fund

Balance at 31st December 2018 (£2,000 - 2017)	<u>2,082</u>
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Sheffield Family Holiday Fund report 2018

Total number of families helped by Sheffield Family Holiday Fund in 2018 = 218

Sheffield Family Holiday Fund					
Type of break	Families	No. adults	No. children	Cost	Average cost per family
Caravan breaks (3/4 or 7 nights)	65	121	180	£22,776	£350
York city break (2 nights)	2	2	5	£433	£216
Direct grant (short break)	1	2	3	£246	£246
Group day trip	146	211	311	£6,555	£45
York day trips	4	8	16	0	0
Total	218	344	499	£30,010	

Cancelled breaks (at short notice so had to pay for them)	4			£944	
Total Expenditure				£30,954	

125 applications from Sheffield referrers in 2018:

- 84 applications were successful and saw families going on breaks
- 4 families cancelled the break after it was booked
- 21 families were offered a break but did not book
- 1 application was rejected because it did not meet criteria
- 15 applications came in after we had distributed all of the breaks (and have been offered breaks for 2019)

Postcode	Total No. of short breaks
S10	2
S12	6
S13	4
S14	3
S17	1
S2	9
S20	4
S35	2
S4	1
S5	19
S7	1
S8	8
S9	5
Grand Total	65

Organisations / Council departments that **successfully** referred in 2018

Organisation	Organisation
Arbournthorne Community Primary School	North Multi-Agency-Support Hub
Body & Soul	Roundabout Ltd
Catch 22	SASS Families Together
CLIC Sargent	Sheffield Alcohol Support Service
Darnall Community Nursery	Sheffield Children's Hospital NHS Foundation Trust
East Multi-Agency-Support Hub	Sheffield City Council
Home Start South Yorkshire	Sheffield Education
Lower Meadow Primary Academy	Sheffield Young Carers Project
Open Kitchen Social Club	Shelter
Manor Castle Development Trust	YWCA Green Gables

Feedback from Sheffield families

The break meant so much to us. We have had a very difficult few years and a challenging one ahead. To be able to spend time together, away from the worries of home and concerns over the future gave us chance to reconnect with each other and enjoy each others company in a way we may have found impossible a year or so ago.

We are a blended family of 8 and have had a very few years.. Initially living in overcrowded conditions sharing a 2 bedroom home together before being moved. Our situation is complex because of parental ill health & the older children being young carers. To have chance to go away together, away from the day to day stress of life, forget our worries and focus on enjoyment is something we would never have been able to do without this break.

Before the break I had been through a really difficult period when my son was not in my care _ I do not know how to say how much it meant - I felt more confident - proud of managing to go away on my own with my son (I suffer from anxiety and depression so it was a challenge). It was just great - time to really bond with my son and have fun together just us.

It gave us the chance to have some time together as a family as we have never had a holiday.

This break was absolutely amazing it meant so much for me and my daughter to get away from the house and spend a week just having fun.

Time away together - our boys are all over 14 and have boundless energy - it was marvellous to just ""let them go "" and have fun in a new environment

It gave us a chance to all be together and to do things together eg swimming. It gave us a chance to unwind.

We properly spent time together and it showed me (Dad) that I don't need to stress and it gave me confidence as a parent.

The boys got on well together while on holiday and there was no fighting on the holiday which was a very pleasant change. The family bonded well during the break.

Thank you from the bottom of our heart, We really appreciated having a break together and realised what we had been missing out on all these years.

I cannot express how important this is for a parent with mental ill health to see their children/step-children happy and supporting each other especially after all the difficulties we have faced these last few years.

Thank you so much for the break. We wouldn't have gone otherwise. It was amazing.

I am so grateful to be offered a break of this quality and it far exceeded my expectations.

Feedback from Sheffield Referrers

It has all been great for the family and came at the right time where they just needed time away. Having a break during off peak helped them as it reduced the noise and the business that they would have been surrounded in. They preferred it being quieter.

Thank you the child who benefitted from this break really was struggling. The responsibility she has at home is very high and her home life can be quite chaotic due to the behaviour of her eldest sibling. This break really was a very special treat for her, especially as it was just her, her mum and an adult carer for mum who attended in the end. She has never before had mums undivided attention so it was a very special time for her and together they have created some lovely memories

Fabulous opportunity for a family who were very deserving. Opportunity to take this break when mum was well enough to enjoy it / not so much of a worry was perfect. Site had all family needed in terms of activities without being too hectic.

You are an amazing organisation and in this case really supported the family when arrangements had to change at the last minute when Mum arrived - you did a good job - Mum is really anxious and does not manage change well – thank you

Information provided by John Kinnear - Family Holiday Association - January 2019