



SHEFFIELD FAMILY HOLIDAY FUND

NOTICE of 45th ANNUAL GENERAL MEETING

Thursday 13th May, 13.00
Held online via Zoom

AGENDA

1. Apologies for absence.
2. Minutes of the last AGM via email.
3. Annual Accounts and Annual Report, 2020
4. Appointment of Independent Examiner.
5. Election of Trustees. Nick Bolton, Sara Gowen and Liz Murray retire by rotation and offer themselves for re-election.
6. Any other business

SHEFFIELD FAMILY HOLIDAY FUND

Annual Report for 2020

Points to note for 2020

2020 has certainly been a year like no other. I am delighted that given all the difficulties and problems faced by charities across the UK during the Covid-19 pandemic, the SFHF has managed to come through the year relatively unscathed. As many trusts and foundations switched their funding towards Covid-19 emergency appeals, a number of our core supporters still showed their loyalty and made donations towards the SFHF. Our core supporters made donations of £16,750 in comparison to £20,000 the year before. This reduction in income was completely understandable given the circumstances around the Covid-19 pandemic. We are particularly grateful to the Sheffield Church Burgesses who increased their support from £2,275 up to £3,000. I am also pleased to welcome back the JG Graves Charitable Trust to the list of core supporters in 2020.

The Family Holiday Association took the difficult decision to cancel and postpone nearly all of their scheduled holidays and breaks for families across the UK. As you will see from our impact report on page 10 they did however manage a small number of trips to Whirlow Hall Farm before the pandemic took its full grip. Inevitably the situation has led to the reduction in funds being transferred between the SFHF and the FHA. The FHA are holding a sum of funds ready to ensure that any families promised a holiday in 2020 will be given a short break or day trip at the highest priority in 2021. When the time is right in 2021 further funds will be released by the SFHF to enable the FHA to continue supporting those disadvantaged families who have been negatively affected by the pandemic. The FHA informs us that the demand for holidays is likely to soar as the Covid-19 restrictions are released and the ongoing impacts of the pandemic are revealed.

The SFHF were rocked and saddened by the death of trustee James Bedingfield in late 2018. Throughout 2019 fundraising initiatives have taken place in James' memory to support those charities that were closest to him. In November 2019 James' Sunshine Ball was held in the Cutler's Hall in Sheffield. Over 300 guests attended the event including Mike Gatting MBE and Commonwealth-medal winning diver Leon Taylor. On the night many local organisations donated raffle prizes and over £60,000 was raised to be shared between the Sheffield Family Holiday Fund, the Lord Taverners and the Sheffield Children's Hospital. You will see in the list of donations on page 8 that the SFHF has been gifted £5,000. The charity will be forever indebted to James for all the hard work and support he gave to ensuring that Sheffield families could be given a helping hand. James' relationship with the SFHF continues through his colleagues at Investec who we thank for their ongoing support.

The funds raised via the James Bedingfield memorial fundraising together with other capital funds have been utilised to make a purchase of 3472 Merchants Trust shares. The market value of Investment Trust holdings at the year end was £27,987 (2019, £12,810). These long term investments now ensure that the fund has ongoing

investment income in excess of £2,300 which will help to fund further breaks forevermore. This gives us all a sense of great pride as we enter our 45th year of existence.

I am forever grateful to our individual donors who continue to support us year on year. I must mention Sarah Lynch and Roger Purkiss whose unstinting support towards Sheffield families is much appreciated. Following the green disc appeal in Waitrose I am pleased to report that £360 was received. This fundraising initiative also helps to raise awareness of the charity via the customers in Waitrose. Thank you to the trustees who helped to publicise this initiative. On behalf of all the trustees I go on record here to say a heartfelt thank you for the support our individual donors have shown us in this difficult year.

Early in 2020, trustees Alison Gardner and Dave Meadows worked on a project to register the charity onto the Just Giving fundraising platform. This platform enables individuals to fundraise for the SFHF with all funds being transferred directly to the charity's account. Also, the SFHF has a landing page in which online donations can be made directly to the charity. www.justgiving.com/sheffield-family-holiday-fund

We are very grateful to trustee Alison Gardner who put the Just Giving platform to good use raising £940 in May 2020. Alison was inspired to get fit during lockdown and challenged herself to run 100km in May. 51 donations were received to Alison's Just Giving page. The page can viewed at www.justgiving.com/fundraising/alisongardner59

I am disappointed the AGM could not take place in its usual form and I am grateful to the trustees for being flexible and responsive to my appeal to hold the AGM via e-mail. Plans are in place to hold the 2021 AGM in line with Covid-19 protocols. Those of you who attended our AGM in 2019 will remember the excellent address given by Sara Gowen, one of our trustees and the managing director of Sheffield Young Carers. We hope that this year Helen Bolt, the Family Project Coordinator, also from Sheffield Young Carers, will be able to give us insight into the excellent work she carries out.

The SFHF could not exist in an efficient and effective way if it weren't for the wholehearted support we continue to receive from the FHA in London. During this most difficult year we are very grateful for the support received from Chief Executive, Mrs Kat Lee. We hope that Kat will join us at some point in 2021 to discuss the latest updates from the FHA in person.

John Hopkins
Chairman of Trustees
March 2021



Minutes of the 2020 Annual General Meeting held over email

Due to the Covid-19 pandemic the AGM was cancelled at short notice and held over email.

All trustees were sent the accounts package on 27th February 2020.

On 17th March 2020, all trustees were made aware of the cancellation of the AGM meeting. All trustees were asked to read the accounts thoroughly and to reply to the Chairman of Trustees to act as proposers and seconders to points 3, 4 and 5 on the AGM agenda.

Trustees in receipt of the AGM paperwork: John Hopkins, Rachel Hopkins, Jim Fulton, Nick Bolton, June Blower, Liz Murray, Alison Gardner, Stephen Allen, Sara Gowen, Dave Meadows.

After much email correspondence the accounts were agreed and signed off on 3rd April 2021

For point 3 - *Annual Accounts and Annual Report, 2020 including minutes of the 2019 AGM*

Proposer - Nick Bolton and Seconder - Jim Fulton

For point 4 - *Appointment of Independent Examiner. - Mr Bob Gardiner*

Proposer - Liz Murray and Seconder - Alison Gardner

For point 5 *Election of Trustees. Nick Bolton, Sara Gowen and Liz Murray retire by rotation and offer themselves for re-election.*

Proposer - Dave Meadows and Seconder - Rachel Hopkins

It was agreed the date for the next meeting will be arranged once the Covid-19 restrictions are lifted.

SHEFFIELD FAMILY HOLIDAY FUND
INCOME AND EXPENDITURE ACCOUNT- YEAR ENDED 31ST DEC 2020

INCOME	2020	2019
	£	£
Donations from Charitable Trusts, Organisations and Individuals	25,693	27,946
Dividend Income	1,434	1,411
Bank Interest	17	33
Total Income	27,144	29,390
Less Sundry expenses	343	1010
NET INCOME FOR THE YEAR	26,801	28,380

BALANCE SHEET AT 31ST DECEMBER 2020

	2020	2019
	£	£
FIXED ASSETS		
Quoted Investments at cost (Note 2)	25,325	12,810
Capital Fund cash balance (Note 3)	1,509	2,206
	26,834	15,016
CURRENT ASSETS		
Cash at Bank	18,358	14,430
Debtors	30	50
	18,388	14,480
NET ASSETS	45,222	29,496
Represented by:		
ACCUMULATED FUND		
Balance B/fwd	29,496	31,196
Add: Excess of Income over Expenditure	26,801	28,380
	56,297	59,576
Less: Transfer to Family Holiday Association	11,075	30,080
ACCUMULATED FUND at 31.12.2020 (2019)	45,222	29,496

NOTE 1

HOLIDAY ARRANGEMENTS FOR 2021

The Sheffield Family Holiday Fund (SFHF) has agreed with the Family Holiday Association (FHA) that the direct arrangements for holidays in 2021 for disadvantaged Sheffield 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 Investments had a market value of £27,987 at 31st December 2020 (£12,810 – 2019)

NOTE 3

Capital Fund

2020 Balance £1,509 (2019 - £2,206)

NOTE 4

SUMMARY OF FUNDS TRANSFERRED TO FAMILY HOLIDAY ASSOCIATION

	2020	2019
	£	£
Funds held by FHA b/fwd	9,045	9,694
Payments made for 2020/2021 holidays	11,075	30,080
	20,120	39,774
Cost of holidays in 2020 (2019)	1,500	30,729
Funds held by FHA c/fwd to 2021 (2020)	18,620	9,045



SHEFFIELD FAMILY HOLIDAY FUND

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 misstatement

04 May 2021

R Gardiner
Accountant



TRUST & FOUNDATION DONORS

	2020	2019
	£	£
Freshgate Trust	4,000	5,000
Zachery Merton & George Woofindin Conv Trust	3,000	3,000
Church Burgesses Trust	3,000	2,250
JG Graves Charitable Trust	3,000	-
Town Trustees of Sheffield	2,000	2,000
James Neill Trust Fund	1,000	1,000
Dixon Pitchfork Charitable Trust	750	750
Talbot Trusts	-	2,000
Cutlers Company Charitable Trust	-	2,000
Queen Victoria and Johnson Mem Trust	-	1,500
Ronald and Kathleen Pryor Trust	-	500
	16,750	20,000

OTHER DONORS

	2020	2019
	£	£
James Bedingfield Memorial donations	5,000	940
Sarah Lynch and Roger Purkiss	950	1,750
Alison Gardner Sponsored Runs	1,091	-
St John's Church Ranmoor	440	333
Waitrose	360	-
Anon	350	300
St Marie's Activity Group	340	-
Peter Gannon	120	100
Julia Massey	100	100
D Meadows	75	75
C Beardsall	72	72
Donations less than £100	45	120
Furnival Masonic Lodge	-	1,266
Sheffield Soroptimist Housing Committee	-	1,000
Rotary Club of Sheffield	-	750
	8,943	7,946
	25,693	27,946

CAPITAL FUND

	2020	2019
	£	£
Balance at 31 st December	1,509	2,206

Sheffield Family Holiday Fund Impact Report 2020

Information provided by Kat Lee - Chief Executive Family Holiday Association (FHA)

Breaks distributed

Following the impact of the Covid-19 pandemic the FHA managed to fund one group trip in February 2020 for Sheffield Alcohol Support Service. 51 adults and 100 children visited Whirlow Hall Farm.

Applications for 2020

Unfortunately the FHA had to cancel breaks which had been confirmed from 17 individual families and 2 group trips. They had made offers of trips to 3 individual families and 1 group which could not proceed to booking. 12 applications were received from families which were unable to be assessed.

Surveying referrers

During the lockdown (Jun 2020) the FHA surveyed referrers about how they and the families they work with had been impacted by Covid-19.

49% of respondents were speaking to families more often since the lockdown than they did before.

The percentage of respondents answering that the impact or frequency of issues experienced by some families had increased as a result the pandemic is as follows:

96% isolation	95% mental health issues	88% low confidence	85% debt	83% poverty
78% domestic violence	67% unemployment	56% alcohol or substance misuse	55% physical health issues	53% bereavement

When asked if there was anything else they would like to tell us about, the anxiety that some families were feeling came through in the responses:

'A lot of our families have people who are vulnerable due to health problems so they are scared of going out, but also in desperate need of something to look forward to. It is a really difficult time for a lot of people and I think they will need a lot of reassurance about hygiene and how social distancing on breaks can work.'

'Parents are often more anxious than we as professionals are about the impact of the virus and the risk to children. Many do not believe Govt assurances and will not risk taking or sending children to school even if they have been given assurances about safety. This might impact on their willingness to accept an offer of a break for some time to come.'

There was also a sense that the quality of the experience should not be compromised as this might be the only holiday opportunity for a family:

'Family I referred would need to be able to access amenities and activities to get the full holiday experience as they have never had a holiday before so want to experience all the fun and enjoyment of all the facilities a caravan park has to offer'

There was some specific support for day trips indicating these are seen as more achievable than overnight breaks:

'would funding be available for day trips and activities pending risk assessment'

Encouragingly there was direct support for the charity and the approach the FHA have taken to date:

'You are all doing an amazing job and it is really appreciated. It would be nice for families that had cancellations to be given another chance but this is dependent on what is available.'

'We appreciate your ongoing support in this matter and look forward to a time when we are all up and running again.'

'No, I think you have covered everything and you are following government guidelines to make sure everyone is safe. Thank you for your support. You are a brilliant organisation for families. Take care.'

Next steps for 2021

The FHA are now focussing all their energy on 2021. The first steps will be to go back to the referrers where breaks were cancelled in 2020 to ascertain whether they are still working with the family and would like to book in 2021. They will then contact those offered but not booked, and then those applications received but not assessed. Referrers have been updated with this timeline so their expectations are managed.

- The FHA are delaying the start of the season until Friday 28th May in recognition of the ongoing restrictions in movement and the impact on suppliers, referrers and families.
- To mitigate any loss in capacity by delaying the start of the season the FHA will concentrate their purchased capacity later in the year and run all short breaks (Fri-Mon or Mon-Fri) in their own caravan fleet.
- Given the impact of the pandemic on schooling, and the disproportionate effect that has had on the families the FHA support, they want to avoid asking families with school aged children to take them out of school for a break. The FHA are concentrating as much capacity as possible on 'desirable dates' – weekends or school holidays. And the FHA are making sure they consider the age of the children proactively in the allocation of breaks.

Sheffield individual families from 2020

- the FHA have 16 individual families (all with school aged children) in Sheffield who booked/applied for overnight breaks in 2020 who would like to transfer their application into 2021
- the FHA will be allocating breaks to individual families from 2020 in February/March 2021.

New applications inc. days out and group trips

- the FHA won't open fully to new applications from any source. Instead the FHA will target invitations to apply for individual breaks, group trips and days out to our referrers who meet the criteria for use of restricted funds e.g. by geographic location or the nature of the challenges families they support face. This will ensure the FHA focus on spending down the funds the FHA have held over from 2020 as a priority.
- the FHA will keep the SFHF posted on when they plan to do this so we can raise awareness locally amongst organisations who might want to arrange group tips or refer individual families.