

**MILLIE'S TRUST  
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS  
FOR THE PERIOD ENDED 31 DECEMBER 2021**



# Millie's Trust Annual Trustee Report and Accounts 2021

Registered Charity No. 1151410 (England and Wales) SC046409 (Scotland)



## **MILLIE'S TRUST**

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**MILLIE'S TRUST**  
**LEGAL AND ADMINISTRATIVE INFORMATION**

**Trustees**

Mrs S L Kilty  
Mrs S L Harris  
Dr H Frizzell

**Charity Number**

1151410

**Principal Address**

Lansdowne House  
Oak Green Business Park  
Earl Road  
Cheadle Hulme  
Cheshire  
SK8 6QA

**Independent Examiner**

Clarke Nicklin LLP  
4 Brooks Drive  
Cheadle Royal Business Park  
Cheadle  
Cheshire  
SK8 3TD



The trustees present their report and accounts for the period ended 31 December 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and the Charity (Accounts and Reports) Regulations 2008. It is also responsible for safeguarding the assets of the Charity and group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Structure, governance and management**

#### *Millie's Trust Trustees during 2021*

Heather Frizzell  
Sara Harris  
Sarah Kilty

#### *Millie's Trust Employees during 2021*

Chief Executive: Joanne Thompson  
Commercial Operations Director: Daniel Thompson  
Fundraising and Office Admin: Julia Heap  
Finance and Office Coordinator: Deborah Sidderley  
Office Admin: Joanne Vaughan  
Office Admin: Sophie Bloom  
Office Admin: Harry Sidderley

### **Objectives, activities and achievements**

Millie's Trust was established in December 2012 by Millie's parents, Joanne and Dan Thompson after Millie passed away in a choking incident in a nursery in Cheadle Hulme in October 2012. Millie's parents want to offer everyone the chance to train in Paediatric First Aid, whether they are a parent, grandparent, baby-sitter or educational establishment or place of employment. Millie's Trust believes that this training should be available to everyone, regardless of their financial situation.

The objectives of Millie's Trust as set out in the governing document are:

- To raise awareness and funds to promote First Aid and provide courses to those who could not otherwise afford them.
- To promote awareness of Paediatric First Aid

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.



2021 has continued to be a very tough year for many charities due to COVID-19 and we would like to say a thank you from the bottom of our hearts to everyone who has continued to support us.

Whether that be through a monetary donation, attending a course, taking part in an online fundraising activity or simply sharing a social media post – every tiny bit of support has helped us through the toughest 2 years since we were established.

Fundraising events have still not been able to full run throughout a large part of the year and the public are rightly so, concentrating on piecing their financial situations back together following the latter end of COVID, so people are still struggling to donate like we have seen before.

We have ended the year with positivity for what 2022 has to bring.

Thank you for your continued support.

Millie's Trust Team.



Throughout 2021 Millie's Trust has trained 3286 people across the UK in various First Aid courses.

<b>Total</b>	<b>3286</b>
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Covid-19 continued to have an impact on the work of Millie's Trust this year but as you can see from the figures above in comparison to 2020 we trained 1655, which is an increase of 98% on 2020.; mainly from being able to teach children in schools again this year. We have been very pleased to be able to have people back training with us in a much better environment and experiencing Millie's Trust as they should do.

We kept the following procedures in place throughout 2021, until the government advised otherwise.

1. Social Distancing restrictions of 1m+ in your training room between candidates
2. Mandatory COVID questions on arrival
3. Face coverings will be mandatory when you are in our building taking part in the course
4. Electronic hand sanitising stations have been placed in various areas throughout the building for your use
5. Individual manikins
6. Your own individual Dressings, Triangular Bandage and Facial Shield
7. Limited contact with admin team – only if needed
8. Maximum of 12 attendees per course
9. No babies can currently attend our Family Courses
10. Mandatory Temperature check

We are very pleased to report that due to following COVID procedures we have had no COVID issues within any of our courses since we re-opened in August 2020.

During 2021 Millie's Trust have continued to work in partnership with the National Day Nurseries Association NDNA on Millie's Mark ([www.milliesmark.com](http://www.milliesmark.com)). There has been an increase in sign up figures from 129 to 215 and we are looking forward to seeing these numbers increase in 2022 as restrictions have now begin to ease and childcare establishments are having the freedom to do more.

Millie's Trust employed 7 members of staff (voluntary redundancy of one member during the year took the team to 6) to manage the courses and attendance at fundraising events and to support one physical location for Millie's Trust activities. We also have a pool of freelance trainers that we regularly use for our work across the UK.

### **Financial Review**

Millie's Trust has three major funding streams: public donations, donations from course participants and merchandise sales.

Spending during 2021 has funded the costs of trainers and equipment to teach our First Aid courses as well as office overheads to ensure that the administration of courses is effective and efficient. Salaries for 2021 have remained consistent to 2020 and seen no increase at all. One member of staff chose to take voluntary redundancy due to a lower work load.

Dan Thompson has continued to take a larger role since re-opening in teaching more courses as he is salaried and this is a cost reduction that has saved us thousands of pounds in trainer costs throughout 2021.

Our income stream has picked up again in 2021 via courses but unfortunately we have still a large proportion of our external fundraising that has yet to pick up due to continuing restrictions, economy issues and people still cautious of attending large events.



We are hoping to have the chance to see external fundraising income increase again but this is dependent on the current situation of the UK and what continues to happen due to Covid-19.

Safety is of course paramount for all of our employees and anyone who attends our courses and events, so government restrictions will provide the timeline of when and how we can work forward with regards to fundraising events.

We are in a very fortunate position that we have a strong income from our courses and our online sales as many others don't have this and we know that this is what has helped us again through 2021.

Please note that for financial reporting Income tax is recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation on Just Giving.

### **Risk Management**

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

### **Plans for Future Period**

In 2021 Millie's Trust will continue to provide First Aid courses mainly based in the North West Region as opposed to our normal UK region. We are hoping that it will become easier to run our FFA courses externally again but venues are currently still reluctant on providing venues and people still struggling to attend due to COVID-19.

The demand for Level 3 Paediatric First Aid courses is continually increasing and we plan to continue to offer as many as we can whilst still under partial COVID restrictions. We have been successful in filling many of our courses since we re-opened and we have been lucky that even with social restrictions imposed that we can still teach our usual maximum of 12 per course on our in house courses.

We began to teach short online Family First Aid Courses via zoom around once a month in 2020 but as a general consensus people would rather wait until they can come back in to train practically with us. We have continued to run these in 2021 as some people have preferred the opportunity not to have to leave their home.

Millie's Trust have continued to offer Mental Health First Aid Training Sector in 2021 and this was a positive income for the charity in 2021 and it is something that we will be looking to increase in 2022 due to the income opportunity available.

As Millie's Trust continues to develop we will be reviewing the longer term strategic direction of the charity and this will include a review of our current premises and position for a 5 year plan to be in place, working towards the charity's 10 year anniversary in 2022.

On behalf of the board of trustees

*Heather Frizzell*  
.....

Trustee

Dated: .....30.09.2022.....



## **MILLIE'S TRUST INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MILLIE'S TRUST**

I report to the trustees on my examination of the accounts of the charity for the year ended 31 December 2021, which are set out on pages 7 to 12.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011. The charity trustees consider that the audit requirements of Regulation 10(1) (a) to (c) of the Charities Accounts (Scotland) Regulations 2006 and section 144 of the Charities Act 2011 do not apply.

It is my responsibility to:

- (i) examine the accounts under section 44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and section 145 of the Charities Act 2011
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011
- (iii) To state whether particular matters have come to my attention.

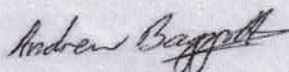
### **Basis of independent examiner's report**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (the 2006 Accounts Regulations) and the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (a) Which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act, Regulation 4 of the 2006 Accounts Regulations (as amended) and section 130 of the Charities Act 2011
  - (ii) to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations (as amended) and the requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 of the Charities Act 2011;Have not been met; or
- (b) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Andrew Baggott ACA CTA  
Clarke Nicklin LLP  
Chartered Accountants  
Clarke Nicklin House  
Cheadle Royal Business Park  
Cheadle  
SK8 3TD**

Dated: 28<sup>th</sup> September 2022



**MILLIE'S TRUST**

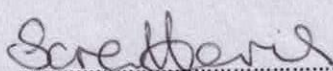
**STATEMENT OF FINANCIAL ACTIVITIES  
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>INCOMING RESOURCES</b>				
<b>Incoming resources from generated funds</b>				
Donations and legacies	2	43,344	43,344	54,858
Investment income	3	65	65	253
Income resources from charitable activities	4	180,819	180,819	110,865
Income resources from other activities	5	6,368	6,368	42,380
<b>Total incoming resources</b>		<b>230,596</b>	<b>230,596</b>	<b>208,356</b>
<b>RESOURCES EXPENDED</b>				
	6			
<b>Cost of generating funds</b>				
Costs of generating voluntary income		3,616	3,616	5,989
Fundraising trading: costs of goods sold		9,326	9,326	10,701
		<b>12,942</b>	<b>12,942</b>	<b>16,691</b>
<b>NET INCOMING RESOURCES AVAILABLE</b>		<b>217,654</b>	<b>217,654</b>	<b>191,666</b>
<b>Charitable activities</b>				
First aid awareness courses		55,350	55,350	45,369
Charitable expenditure		103,057	103,057	105,932
		<b>59,864</b>	<b>59,864</b>	<b>81,734</b>
Governance costs				
<b>Total resources expended</b>		<b>231,213</b>	<b>231,213</b>	<b>249,726</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(617)</b>	<b>(617)</b>	<b>(41,370)</b>
Fund balances brought forward		91,581	91,581	132,951
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>90,964</b>	<b>90,964</b>	<b>91,581</b>



**MILLIE'S TRUST****BALANCE SHEET  
AS AT 31 DECEMBER 2021**

		2021	2020
	Note	£	£
<b>FIXED ASSETS</b>			
Tangible assets	9	533	1,067
<b>CURRENT ASSETS</b>			
Stock		18,076	21,605
Debtors	10	14,014	15,508
Cash and bank		71,340	65,629
		<u>103,430</u>	<u>102,742</u>
<b>CREDITORS: Amounts due within one year</b>	11	(12,999)	(12,228)
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>90,964</u>	<u>91,581</u>
<b>THE FUNDS OF THE CHARITY</b>			
Unrestricted funds		<u>90,964</u>	<u>91,581</u>
<b>TOTAL CHARITY FUNDS</b>		<u>90,964</u>	<u>91,581</u>

**ON BEHALF OF THE TRUSTEES**


Trustee - Mrs S L Harris

Date: 30/9/22



**MILLIE'S TRUST****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021****1 ACCOUNTING POLICIES****Basis of preparation**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities Accounts (Scotland) Regulations 2006 and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

Expenditure has been charged to the income and expenditure account on the accruals basis. The irrecoverable element of VAT is included with the item of expense to which it relates.

Charitable expenditure comprises these costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting constitutional and statutory requirements of the charity and include the fees and costs linked to the strategic management of the charity

**Stock**

Stock is valued at the lower of cost and net realisable value.

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life.

Promotional Equipment	20% Straight line
Fixtures and Fittings	33% Straight line
Motor vehicles	20% Straight line

**2 DONATIONS AND LEGACIES**

Donations and gifts

2021 £	2020 £
<u>43,344</u>	<u>54,858</u>

**3 INVESTMENT INCOME**

Interest receivable

2021 £	2020 £
<u>65</u>	<u>253</u>



**MILLIE'S TRUST****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021****4 INCOMING RESOURCES FOR CHARITABLE ACTIVITIES**

	2021 £	2020 £
Fundraising events	169,057	93,950
Merchandise sales	11,762	16,915
	<u>180,819</u>	<u>110,865</u>

**5 INCOMING RESOURCES FOR OTHER ACTIVITIES**

	2021 £	2020 £
Grants	-	10,000
CJRS Furlough Receipts	6,368	32,380
	<u>6,368</u>	<u>-</u>

**6 TOTAL RESOURCES EXPENDED**

	Staff costs	Depreciation	Other costs	Total 2021 £	Total 2020 £
<b>Costs of generating funds</b>					
Costs of generating voluntary income			3,616	3,616	5,989
Fundraising trading: costs of goods sold			9,326	9,326	10,701
Total			<u>12,942</u>	<u>12,942</u>	<u>16,691</u>
<b>Charitable activities</b>					
First aid awareness courses			55,350	55,350	45,369
Activities undertaken directly	103,057			103,057	105,932
Charitable expenditure					
<b>Governance costs</b>		533	59,330	59,864	81,734
	<u>103,057</u>	<u>533</u>	<u>127,623</u>	<u>231,213</u>	<u>284,511</u>

**7 TRUSTEES**

None of the trustees (or any persons connected with them) received any remuneration during the year nor for the year ended 31 December 2020.



## MILLIE'S TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

## 8 EMPLOYEES

## Number of employees

The average monthly number of employees during the year was:

2021	2020
<u>6</u>	<u>6</u>

## Employment Costs

Wages and salaries

Social security costs

99,956	102,859
3,101	3,073
<u>103,057</u>	<u>105,932</u>

There were no employees whose annual remuneration was £60,000 or more.

## 9 TANGIBLE FIXED ASSETS

	Promotional Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
<b>Cost</b>				
At 1 January 2021	6,366	31,666	33,664	71,696
Disposals	-	-	-	-
Additions	-	-	-	-
<b>At 31 December 2021</b>	<u>6,366</u>	<u>31,666</u>	<u>33,664</u>	<u>71,696</u>
<b>Depreciation</b>				
At 1 January 2021	6,366	30,600	33,664	70,630
Eliminated on disposal	-	-	-	-
Charge for the period	-	533	-	533
<b>At 31 December 2021</b>	<u>6,366</u>	<u>31,133</u>	<u>33,664</u>	<u>71,163</u>
<b>Net Book Value</b>				
At 31 December 2021	<u>-</u>	<u>533</u>	<u>-</u>	<u>533</u>
At 31 December 2020	<u>-</u>	<u>1,067</u>	<u>-</u>	<u>1,067</u>



# MILLIE'S TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

10 DEBTORS	2021 £	2020 £
Trade debtors	5,209	5,537
Prepayments	8,805	9,970
	<u>14,014</u>	<u>15,508</u>
11 CREDITORS	2020 £	2019 £
Trade creditors	8,033	2,976
Other creditors	2,518	2,527
Accruals	2,448	6,725
	<u>12,999</u>	<u>12,228</u>



