



## **Salus Fatigue Foundation**

**Registered Charity No: 1151924**

## **Annual Report 2018**

## Report of the Trustees for the year ended 30<sup>th</sup> June 2018

The Trustees present their annual report and financial statements for the year ended 30<sup>th</sup> June 2018 and confirm they comply with the Charities Act 2011, the trust deed and have been prepared in accordance with all statutory and regulatory requirements.

### Reference and Administrative Information

Charity Name	Salus Fatigue Foundation
Charity Registration Number	1151924
Registered Office	26a Lichfield Road Sutton Coldfield Birmingham B74 2NJ
Board of Trustees	Ingeborg Kettner-Wood (Chair) Dr Christine Lloyd Rod Mitchell Dave Woods (from July 2017)
Bankers	HSBC 289 Lichfield Road Four Oaks Sutton Coldfield B74 4BY
Independent Examiner	Bissell & Brown Ltd Charter House 56 High Street Sutton Coldfield B72 1UJ

## CHAIR'S OVERVIEW OF THE PERIOD ENDED 30<sup>th</sup> JUNE 2018

Salus Fatigue Foundation and all who work with us are committed to supporting individuals, and those close to them, affected by Chronic Fatigue Syndrome/Myalgic Encephalomyelitis (CFS/ME). We also work hard to increase awareness and information within the community and healthcare sector. This year we have also been trying to expand our role in early intervention in fatigue related conditions. This has included several events where we have been dealing with people who work in stressful environments and helped them to identify ways to improve their lifestyle and wellbeing.

The year ended 30 June 2018 was the second year of our Big Lottery funding period and we have had great success in meeting the targets set with regard to our core services. We have built on the progress made last year in staff training and it is pleasing to see how they have all developed during the year. When we have recruited new staff, we have ensured that they receive good induction training so that they quickly understand the Salus philosophy and methodology.

In addition to our Big Lottery funding we received an 'Awards for All' grant which enabled us to run a pilot project called Just BEE. The aim was to engage with larger organisations and those working for them to show the importance of individuals taking better care of their Health and Wellbeing. The feedback from the event has been very positive but it proved difficult to recruit the number of delegates we wanted and to secure partnership working with the organisations involved. Building partnerships takes a long time and is not easy when the economy is tight and organisations are limiting investment in many areas. We are still working on this and hope for some success in the next year.

Our grant from Sutton Coldfield Charitable Trust has covered our occupancy costs for the year and will also do so for the next year. We have also received a small amount in individual donations from those we support and others.

Over the year we have welcomed a number of new staff and volunteers. Our thanks and best wishes go to those who have moved on and our appreciation continues for those who are working with us now. This includes the experts who work with us both in support sessions with sufferers and in staff development activities. All of you are critical to our success and for that we are very grateful.

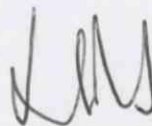
Special thanks must go to Linda, Lynn and the team for everything they do to support our beneficiaries and promote the work of Salus. I would also like to give my thanks to all who have provided funding to support our critical work and to others who work with us. Finally, I would like to thank the trustees who support me and the team in the work we do.

We are very aware that our grant funding will end in one year's time and, as always, will carefully monitor our expenditure over the next year to ensure we can meet our obligations. We are working hard to develop new income streams and source further grant funding to ensure the long-term future of Salus.

### Summary of Annual Accounts

The income and expenditure account for the year ended 30<sup>th</sup> June 2018 shows expenditure of £124,800 against receipts of £74,449. This shows a deficit for the year of £50,351. This has arisen because the accounts are prepared on a cash basis and the first instalment (£51,400) of the Big Lottery Fund grant for the current year was received in June 2017 and therefore included in the prior period accounts.

Ingeborg Kettner-Wood, Chair of Trustees



Linda Jones, CEO

# Report of the Trustees for the 18-month period ended 30<sup>th</sup> June 2018

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing Document

Salus Fatigue Foundation is constituted as a Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 7th May 2013 under charity number 1151924. It is governed by the Foundation Model Constitution and its only voting members are its charity trustees.

### Organisational structure

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

The trustees meet as a body quarterly and are responsible for the strategy, general control, and management of the charity, taking decisions about what is to be done, how money is to be raised and spent. Amongst these responsibilities is that of identifying and managing any risks to the charity's assets or to the efficient and safe undertaking of its responsibilities.

The Charity currently has six part-time paid staff funded through the continuation three-year Big Lottery Fund grant. The current posts are:

- Chief Executive Officer
- Quality Director
- Operations Support Co-Ordinator
- Networking & Development Co-Ordinator
- Communications Support Officer
- Administration Support Officer

The core staff are supported by a team of qualified Health Practitioners and a number of volunteers.

### Recruitment and appointment of trustees

The existing trustees are responsible for the recruitment of new trustees in line with our governing document and the National Council for Voluntary Organisations (NCVO) guidelines. Selection criteria for trustee appointment is based on ensuring diversity and the right balance of the board based on past experiences, skills, knowledge, strong leadership, the understanding of good governance and individual and team work.

During this 12-month reporting period, the following change was made to the board:

- Dave Woods (joined July 2017)



## Induction and training of trustees

Following appointment, new trustees are inducted to their role and are given copies of the trust deed, the Salus Strategic Plan, and Project Delivery Plans. They are made aware of the Policies and Procedures relating to the Charity. This ensures that new trustees are aware of the scope of their responsibilities under the Charities Act.

## Risk Management

The trustees have assessed the risks the charity faced with respect to the strategy and delivery plans and have identified the major areas of risk, the likelihood of these risks occurring, the impact and contingency plans to address them. These are monitored and reviewed regularly at the trustees' meetings. The trustees are satisfied that systems are in place to manage the risks that have been identified.

## OBJECTIVES AND ACTIVITIES

### Our aims and objectives

Our vision is a world in which every person affected by Chronic Fatigue Syndrome/Myalgic Encephalomyelitis (CFS/ME) has access to positive support and the opportunity to participate in all aspects of life. The objects of the charity are set out in the charity's trust deed and are as follows:

"To promote and protect the good health of people who live with Chronic Fatigue and related conditions, their families, friends and carers in particular but not exclusively through advice, support, counselling and educational workshops"

We aim to address the needs of improved health and wellbeing and social participation of a large number of people who have encountered major life changes as a result of the range of issues and multiple disabling symptoms, from severe chronic fatigue, chronic pain to anxiety and depression caused by CFS/ME and related conditions. The social isolation, loss of employment, lack of confidence and self management has a large impact on their and their families' lives.

We have referred to the information contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. The trustees consider how planned activities will contribute to the aims and objectives they have set.

The Big Lottery Fund's Building Capabilities grant afforded us the opportunity in early 2017 to work with external consultants to conduct an organisation review and develop strategic corporate options for financial sustainability and secure the future of Salus Fatigue Foundation beyond 2019.

Whilst it is vitally important that we ensure the future sustainability of the charity, our objectives are set to reflect our aims and the beliefs of the charity. The main objectives for 2017 – 2019 are to:

- continue to develop and extend our core services to those who need them and raise awareness throughout the community and healthcare sector that CFE/ME is real and treatable
- grow ideas, develop partnerships and income generation opportunities beyond June 2019.

## ACTIVITIES AND ACHIEVEMENTS

### How our activities deliver public benefit

The charity carries out a range of activities in pursuance of its charitable aims. The Trustees consider that these activities, summarised in the section below, provide benefit both to those who access our services directly, GPs, health professionals, clinicians, and the wider community of Birmingham, Solihull, and Staffordshire, and increasingly across the UK and beyond.

Our activities are undertaken to further our charitable purposes for the public benefit and all our charitable activities during the period provided a much-needed range of advice and support for people (and their families, friends, and carers) with severe physical and psychological needs caused by ME/CFS and related conditions, who face a lack of resources to support their recovery or have fallen through the net of support systems from the NHS and other statutory bodies. The multiple disabling symptoms often result in people suffering from social isolation, loss of employment, lack of confidence and self management. This has a huge impact on their and their families' lives.

Our awareness raising work with GPs, health care professionals and other relevant agencies and communities of interest in the area is essential to improving understanding of this very misunderstood condition and ultimately to increasing the number of people referred to our services. All staff and volunteers have had the condition, or have supported people affected by it, ensuring that an immediate understanding and compassion is reached with everyone. This has shown to be critical not only in supporting beneficiaries but also for educating health professionals, encouraging them to have increased confidence in diagnosing and referring for support.

## Summary of the main activities undertaken for the public benefit

In planning our activities, we keep in mind the Charity Commission's guidance on public benefit and present our summary grouped under four themes.

### 1. Support and advice on Health and Well-being:

- In January 2018, an additional Lottery Awards for All grant afforded us the opportunity to pilot a 'Just BEE' early intervention programme for the workplace to explore and develop new approaches to prevent long-term health conditions.
- Continued development of our specialised centre, the Salus Sanctuary, in Sutton Coldfield. This acts as the hub for our programme of activities which also take place at outreach venues across Birmingham and Solihull. As people arrive at the Salus Sanctuary they are always made to feel welcome, understood and supported. Soft lighting, candles, relaxing gentle music with aromatherapy fragrance immediately makes them feel relaxed and safe at the daily support groups and range of education sessions that make up the Salus Programme.
- Regular support groups and drop-in sessions at the Sanctuary, with three support groups in community venues in the Kings Heath, Harborne and Solihull areas of Birmingham for those who cannot travel to the Sanctuary. Also extended core services to include a new support group in Staffordshire.
- Increased use of social media to extend our services to reach more beneficiaries, including a 'Facebook Live' education session on nutrition.
- In partnership with Sport Birmingham, provided advice to over 200 staff at Jaguar Land Rover, Solihull on improving health and wellbeing to prevent long-term conditions. A wellbeing questionnaire was completed by 81 of those attending, providing evidence of further need.
- Linda Jones, CEO, made a presentation on fatigue to the national Meningitis Now conference in March.
- Increased the number of qualified Health Practitioners, extending our range of education and support activities.
- Support groups, workshops and activities aimed at encouraging a self-management approach to improving health and wellbeing include our core areas of nutrition, pacing, supporting the immune system, sleep, and stress and pain management.
- Educational event with international guest speaker, Dr David Hamilton, in partnership with local organisations, QED and Cancer Support Centre.
- An enquiry line for new and existing beneficiaries.
- A closed Salus Facebook page providing access to 24-hour positive peer support, particularly beneficial to those who require remote support. Membership of the page has increased steadily to over 500 members.
- Seasonal user-led pacing groups which provides the opportunity for social interaction whilst teaching the benefits of pacing through light gentle group walks in the local park.



- Further developed our website which provides an interactive, mobile friendly service particularly when viewing the timetable and booking activities and increased the use of social media to promote and support beneficiaries.
- Monthly newsletter which provides advice, support, and links to the website.

## **2. Community awareness raising, promotion and networking:**

- Shortlisted to final 3 causes by LoveBrum. A short video about the work of Salus was made and showcased on LoveBrum website for one week in October 2017. This raised significant awareness with over 11,000 followers.
- National coverage, raising awareness of the work of the charity, with feature articles in the Sunday Mirror Notebook in December 2017, and My Weekly magazine, which has a distribution of 61,000, in May 2018.
- Feature article in local Sutton Observer following visit by Sutton MP Andrew Mitchell and local Councillor Ewan Mackey.
- Promotion and advertising carried out via Community Links networks, articles in various community magazines and social media, for example B13, B14 news, Street Life, Birmingham City Council website calendar of events, the Best of Lichfield, Healthwatch and Citizens Advice Bureau.
- Focused activities with promotional material continuing to be placed in local hospitals, community venues, libraries, schools, shops, and medical centres across Birmingham, Solihull and Staffordshire.
- Presentations about ME/CFS and the work of the charity to a range of organisations including over 300 Camelot and 150 National Lottery staff at their national conferences, Meningitis Now conference, GPs, medical professionals including Physiotherapy team at Walsall Manor Hospital, Gateway Family Services, Disability Resource Centre and Sepsis Trust.
- Promotional stands and Salus staff at a range of community events.
- Over 20 supporters, including beneficiaries' friends and families, continue to volunteer substantial time and commitment to help raise awareness across the Birmingham area through a wide range of activities including activities including focused networking in the Kings Heath and Solihull areas; and taking part in our 'Walk in the Park' special event for ME Awareness week in May 2018.
- Substantial focus on developing a more accessible website and increasing our use of Facebook, Youtube and social media to raise awareness and provide an additional source of support for beneficiaries.



### 3. Research and Evaluation:

- We ensure regular evaluation, monitoring and feedback is embedded in all our work and used to change, develop and make our services even more effective.
- Links made with Professor Julia Newton, Deputy Medical Director, Newcastle upon Tyne Hospitals NHSFT, and Medical Director, Academic Health Science Network, who is an expert in the field of fatigue and is keen for Salus to be involved in her current field of research.

### 4. Quality

- Quality remains a firm focus in planning all our activities, setting, and maintaining high standards across all of our work.
- A comprehensive review of our policies and procedures has been completed.

## Summary of the main achievements of the charity during the year

What an amazing 12 months we have had at Salus! We have been extremely successful in terms of extending to a wider reach of people, and the vital impact that our work has had in relation to fatigue. We are now supporting people nationally and internationally through our closed Facebook group. In terms of individual value, we have continued to build long-term relationships with more beneficiaries who have accessed a wide range of education and support, building their skills, confidence and self-esteem to take action to **transform their lives**.

In the first two years of our 3-year continuation Big Lottery Fund project (July 2016 – June 2018) we have made a difference to over **4500 people**. We have far exceeded our overall 3-year project targets: **590 people** who have accessed our services have gained new strategies to self-manage their condition and subsequently report improved health and wellbeing. We are also pleased to report that we have reached over **270 family members or friends**, increasing their knowledge of the condition and how to support their loved one. This is a service that is not available elsewhere. Our closed Facebook community has grown to over 500, and our newsletter membership has increased by 36% from 425 to **580** over the last 12-month period.

Our community-based outreach groups have continued to grow and flourish, and we have introduced more educational and support activities in those venues. We have extended our work in to Staffordshire and developed a model that can be replicated across other areas of the country as part of a developing National Support Programme.

We feel particularly proud that the Salus 'brand' is becoming firmly established based on our expertise in fatigue, with a reputation for delivering a unique and professional service. We have been particularly successful in achieving extensive coverage achieved through the features in the Sunday Mirror Notebook and My Weekly has generated national, and international, interest with substantial numbers of new beneficiaries accessing our services via our closed Facebook group. In just one week over 60 people joined the closed group and this has encouraged us to develop more of an on-line presence, offering live video sessions. For example, the live nutrition session was highly successful, with 54 live comments, and these are now being delivered on a regular basis.

The highly successful one-day interactive Just BEE event attended by 21 business professionals showed them how to make positive lifestyle changes to improve their health and wellbeing and ultimately prevent long-term health conditions. ***The day made me realise how stressed I am and need to address issues in a preventative way before I burn out'. 'It was fantastic to have a roomful of people coming together to focus on wellbeing and it helped me refocus on myself'.***

We have developed and increased our team of Health Practitioners, ensuring that they are all highly qualified and experienced in their field of expertise and have the right approach to successfully meet the needs of our beneficiaries.

In addition, a team of over 20 volunteers gave at least 400 hours of their time during the year to support our work, not only through fundraising and awareness raising events, including highly successful events such as the Dr David Hamilton talks, but also leading activities and undertaking a range of roles within the Sanctuary and its offices.

Focused promotional activities have increased referrals from a wide range of organisations, GPs and other healthcare professionals and clinicians.

Salus' Chief Executive Officer has continued to be invited as a regular guest speaker at the Big Lottery's Corporate Induction days and has taken part in a number of national conferences.

A considerable amount of development work has been carried out on the website which is currently undergoing a complete facelift. We have increased our use of social media to engage and inform beneficiaries and the public, enabling people to subscribe to our electronic newsletter, and all platforms provide easily accessible data on engagement and uptake.

## FINANCIAL REVIEW

### Introduction

In June 2016 the Big Lottery Fund awarded a three-year grant amounting to more than £300,000. As the new grant period runs from 1<sup>st</sup> July 2016 to 30<sup>th</sup> June 2019 with annual reporting requirements the Board changed the accounting reference date to 30<sup>th</sup> June and consequently the accounts for the previous period covered the 18 months to 30<sup>th</sup> June 2017.

### Principle Funding Sources

Our main source of income for the year to 30<sup>th</sup> June 2018 was restricted grant funding amounting to £71,607. This was formed of three income streams: the main Big Lottery Fund grant; an Awards for All grant; and a grant from Sutton Coldfield Charitable Trust.

The income and expenditure account for the year ended 30<sup>th</sup> June 2018 shows expenditure of £124,800 against receipts of £74,449. This shows a deficit for the year of £50,351. This has arisen because the accounts are prepared on a cash basis and the first instalment (£51,400) of the Big Lottery Fund grant for the current year was received in June 2017 and therefore included in the prior period accounts.

The Trustees and staff are conscious that the current grant funding arrangements end in June 2019. We are actively seeking alternative funding means while also carefully managing our expenditure for the next year to ensure that all obligations are fulfilled.



## Reserves policy

We have not so far enjoyed sufficient cash flow to enable us to implement a reserves policy. The Trustees' objective is to implement such a policy as soon as practicable.

## PLANS FOR FUTURE PERIODS

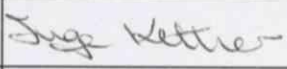

In 2018 -19 we will continue with the delivery of our core services, increasing awareness through focused networking, and reach out to as many people as possible to enable them to have access to our unique services, allowing us to achieve our vision, mission and charitable objectives.

A major focus will continue to be the sustainability for the Charity beyond 2019 when the main Big Lottery Fund grant ends. We will continue to build on the Salus brand, and work towards a sustainable model through private investment to create a long-lasting change that outgrows and outlives the charity's involvement.

We have already started to pilot the expansion of our core services and in the next year will build on this to take our services throughout England. This will be done in a staged, manageable process that has been planned carefully through consultation with our beneficiaries and organisations that sit outside the West Midlands.

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the charity's Trustees

Signature		
Full name	INGEBORG KETNER-WOOD	ROD MITCHELL
Position	CHAIR	TRUSTEE

Date	20/9/2018
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## **Salus Fatigue Foundation**

# **Financial Report of the Trustees and Independently Examined Financial Statements for year ended 30<sup>th</sup> June 2018**

**Registered Charity No: 1151924**

Contents of the Financial Statement for period year ended  
30<sup>th</sup> June 2018

1. Reference and Administrative Information
2. Report of the Trustees
3. Receipts and Payments Accounts
4. Statement of Assets and Liabilities
5. Report of the Independent Examiner

The Trustees present their financial statements for the year ended 30<sup>th</sup> June 2018 and confirm they comply with the Charities Act 2011, the trust deed and have been prepared in accordance with all statutory and regulatory requirements.

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Board of Trustees	Ingeborg Kettner-Wood (Chair) Dr Christine Lloyd Rod Mitchell Dave Woods (from July 2017)
Bankers	HSBC 289 Lichfield Road Four Oaks Sutton Coldfield B74 4BY
Independent Examiner	Bissell & Brown Ltd Charter House 56 High Street Sutton Coldfield B72 1UJ



# Salus Fatigue Foundation

## Report of the Trustees for year ending 30<sup>th</sup> June 2018

### Introduction

In June 2016 the Big Lottery Fund awarded a three-year grant amounting to more than £300,000. As the new grant period runs from 1<sup>st</sup> July 2016 to 30<sup>th</sup> June 2019 with annual reporting requirements the Board changed the accounting reference date to 30<sup>th</sup> June and consequently the accounts for the previous period covered the 18 months to 30<sup>th</sup> June 2017.

### Principle Funding Sources

Our main source of income for the year to 30<sup>th</sup> June 2018 was restricted grant funding amounting to £71,607. This was formed of three income streams: the main Big Lottery Fund grant; an Awards for All grant; and a grant from Sutton Coldfield Charitable Trust.

The income and expenditure account for the year ended 30<sup>th</sup> June 2018 shows expenditure of £124,800 against receipts of £74,449. This shows a deficit for the year of £50,351. This has arisen because the accounts are prepared on a cash basis and the first instalment (£51,400) of the Big Lottery Fund grant for the current year was received in June 2017 and therefore included in the prior period accounts.

The Trustees and staff are conscious that the current grant funding arrangements end in June 2019. We are actively seeking alternative funding means while also carefully managing our expenditure for the next year to ensure that all obligations are fulfilled.

The financial statements were approved by the Trustees on 19<sup>th</sup> September 2018 and signed on its behalf by



Ingeborg Kettner-Wood  
(Chair)



Rod Mitchell  
(Trustee)

# Receipts and Payments Account

Charity name

Salus Fatigue Foundation

Charity number (if any)

1151924

For the period from (start date)

01-Jul-17

to (end date)

30-Jun-18

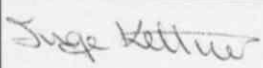
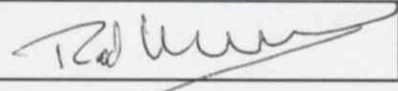
## Section A

## Receipts and Payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest	to the nearest	to the nearest	to the nearest	to the nearest
	£	£	£	£	£
<b>A1 Receipts</b>					
Grants & Project Funding	£0	£71,607	£0	£71,607	£177,071
Donations inc Easyfundraising	£2,842	£0	£0	£2,842	£19,086
Fundraising activities	£0	£0	£0	£0	£1,056
<i>Sub total</i>	£2,842	£71,607	£0	£74,449	£197,213
<b>A2 Assets and investments, sales, etc</b>					
<i>Total receipts</i>	£2,842	£71,607	£0	£74,449	£197,213
<b>A3 Payments</b>					
Salaries & NI	£5,597	£85,822	£0	£91,419	£115,783
Recruitment & staff training	£0	£537	£0	£537	£5,106
Rent & Room Hire	£0	£11,605	£0	£11,605	£14,703
Trainers Fees	£0	£5,934	£0	£5,934	£7,684
Literature, samples & handouts	£0	£646	£0	£646	
Insurance & Accounts	£0	£3,169	£0	£3,169	£3,701
Marketing	£0	£633	£0	£633	£3,200
Fundraising Costs	£0	£0	£0	£0	£264
Travel & Subsistence	£0	£2,188	£0	£2,188	£3,319
Consultancy & Advice	£795	£957	£0	£1,752	£2,583
Repairs & Maintenance	£0	£0	£0	£0	£1,161
General Running Expenses	£1,969	£1,260	£0	£3,229	£3,600
Utilities	£0	£965	£0	£965	£1,017
<i>Sub total</i>	£8,361	£113,716	£0	£122,077	£162,121
<b>A4 Assets and investment</b>	£0	£2,723	£0	£2,723	£2,459
<i>Total payments</i>	£8,361	£116,439	£0	£124,800	£164,580
<i>Net of receipts/(payments)</i>	-£5,519	-£44,832	£0	-£50,351	£32,633
<b>A5 Transfers between funds</b>	£0	£0	£0	£0	
<b>A6 Cash funds last year end</b>	£14,388	£54,164	£0	£68,552	£35,919
<i>Cash funds this year end</i>	£8,869	£9,332	£0	£18,201	£68,552

## Section B

## Statement of assets and liabilities at the end of the period

		Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
	Details			
<b>B1 Cash funds</b>	HSBC Current Account	£8,869	£9,332	£0
	<i>Total cash funds (agree balances and payments accounts(s))</i>	£8,869	£9,332	£0
	Details	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
<b>B2 Other monetary assets</b>		0	0	0
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>				
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 assets retained for the charity's own use</b>	Computers and other equipment			
	Furniture, fixtures and fittings			
	Other assets used by the charity in delivering its objectives			
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>				
	Signature	Print name	Date of approval	
		INCEBOLD KETNER-WOODS	20-9-18	
Signed by one or two trustees on behalf of all the trustees		R. D. NATHAN	20-9-18	



## **Independent Examiner's Report to the trustees of Salus Fatigue Foundation**

I report on the accounts of the charity for the year ended 30 June 2018 which are set out on pages 1 to 4.

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

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

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

My examination was carried out in accordance with 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

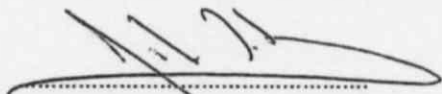
### **Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



John Taheny FCCA  
Bissell & Brown Ltd  
Chartered Accountants  
56 High Street, Sutton Coldfield, B72 1UJ

Date 27<sup>th</sup> September 2018