

Trustees Report

Bill Philips gave the review for the year 2017-18 and this is his report:-

Before going into the statistics of the Minibus and Medical Car services I would like to tell you how the Charity has moved forward this year.

Following on from 2017, a year of significant change and innovation, 2018 has seen the introduction of further initiatives to ensure that we don't stand still and continue to offer the best service possible to the elderly of Heathfield.

2018 has also seen us having to contend with new legislation, which as volunteers, has put more pressure on our precious time. The most important of these being the General Data Protection Regulations (GDPR) which became law in May. The complexity of these regulations meant that in order to ensure compliance; there are enormous fines for breaches, we held a comprehensive half day training session for all drivers to explain and instruct them how we are tackling it.

Our work with the elderly means that on occasion we are having to deal with passengers who are showing the early signs of dementia, so, in order for our drivers to better understand the condition, we held two specialist training sessions on Dementia Awareness, following on from which a number of us have become Dementia Friends.

Additionally, to not only promote what we do, but also the Men's Shed project we held stalls at Le Marche in August and the Farmers Markets in both November and December. Our presence at these events also provided the platform to encourage more volunteers to come forward and join us.

The website continues to go from strength to strength and is updated on a regular basis with all our latest news and events taking place. Our thanks go to Mandy Jarvis for the amazing job she does on this, particularly after she was forced to rebuild the entire website after our service provider's systems failed in the Autumn and all was lost.

The new colour format Newsletter continues to be as popular as ever, and each edition is eagerly awaited for by our passengers.

Tom Heffernan, who edited the publication for the past three years, regrettably had to retire due to ill health in the Spring, and Mandy Jarvis kindly took this on board. Her professional background really shows and the production whilst excellent before is becoming ever better as each edition is completed. Thank you, Mandy!

I would like to use this platform to thank Tom for all he did for us and I know that many still miss his "Something to Make you Smile".

Our new feature entitled "Chairman's Chat," is proving very popular, and to date we have featured several of our passengers as well as our former colleague and friend Clarence Pont in the latest issue.

The Men's Shed project continues to gather pace, but more of that later.

So, now to our services

Minibuses

The minibuses have had another busy year.

The oldest one, which at the grand old age of thirteen was getting rather 'long in the tooth' and was beginning to become uneconomic to maintain was replaced in July with a very low mileage three-year-old vehicle, slightly larger than the other two. It has an additional row of seats and accommodates fourteen passengers, and is equipped with the latest mod cons, including air conditioning, underfloor tail lift and reversing camera. It has removable seats and anchorage straps to enable it to take three fixed wheelchairs, rather than two in the smaller buses, which makes it perfect for our regular outings.

We are extremely grateful to the generous legacy to our charity by the late Mr Geoffrey Cadle of Punnetts Town, together with some other sizeable donations, which made the purchase of this new bus possible.

During the Spring and Summer, we introduced a programme of monthly half day outings, which have proved very popular with both the passengers and drivers, with all trips being quickly fully booked. An additional programme to indoor venues was introduced for the winter months.

We have continued to support the Day Centre, now moved from Holdenhurst to Horam, all the local Groups and Care Homes, and the two Lunch Clubs, plus the regular shopping trip on a Thursday, which due to its popularity has necessitated a second bus being introduced this month to cope with the ever growing number of passengers.

In conjunction with the Rotary Club, we have also provided transport to amateur dramatic performances, a special centenary celebration of 100 years since the ending of the first World War and the annual carol concert at the Union Church. We also support MAYFACS who regularly use our buses to take residents of Mayfield on outings.

In the year we carried 4050 passengers and covered 12900 miles.

Enormous thanks go to Peter Brock and Ken Jarvis for their untiring help in ensuring that the buses are always in a clean and tidy condition and to Goldsmith and Alcorn for their help in maintaining and servicing the fleet.

Medical Car Service

Once again it has been another busy year where we continue to average 100 journeys each month to transport people to not only local doctors and dentists surgeries, but also to clinics and hospitals throughout Sussex, Kent, Surrey and sometimes London.

A number of people have been involved in the running of the service throughout the year. However, we sadly said goodbye to Sara Hedger who left us to take up full time employment with the Coop and Geoff and Margaret Thomas who helped us to cover the administration of the service over the summer months.

A very special thank you must go to Natasha Read and Chris Clinch who continue to put the service together, and it is down to their personal commitment and enthusiasm that it continues to run so efficiently.

Thanks also go to our wonderful team of car drivers, many of whom drive regularly several times each week in their own cars to ensure clients can attend their medical appointments.

Donations

We have very been fortunate over the past months to receive some very generous and substantial donations from not only our passengers but also others who recognise the work we do for the elderly of Heathfield and surrounding areas.

As I mentioned earlier, we were extremely grateful for the generous legacy of £15,000 from the estate of the late Mr Geoffrey Cadle of Punnetts Town.

I was also very pleased to be presented with a cheque for £500 from the Oddfellows, a National Friendly Society, at their branch meeting in Tunbridge Wells in October.

Waitrose in Heathfield again came up trumps and included us as one of their Charities for their Green Token boxes, where they raised £164.50 for us. We have now been included once again for January this year.

Commented [BP1]:

The Lunch Clubs

As always, I would like to mention both the Union Church Lunch Club and Punnetts Town Country Lunches where our three buses transport customers to both.

These popular occasions provide a pivotal role in combating loneliness, as well as providing a hearty meal and a special meal at Christmas. Our grateful thanks go to both Jean Plummer and Ann Kenward, the organisers of these lunch clubs, as well as all the volunteer cooks and helpers.

The Men's Shed

Progress on this project has been hampered due to the difficulty in finding a place to site it. So, as we have been unable to find any suitable premises, we have located a site to construct our own on the outskirts of Heathfield, just over two miles north of the town centre. Once the legal formalities are complete it will not only allow for a Shed to be built (subject to planning permission), but also a small office/meeting room.

The Heathfield Shed will be a place where local men and those from the surrounding area, over the age of sixty, can meet to connect, converse and create, and because of its rural surroundings the site will also allow the opportunity for gardening, photography, painting, and walking.

Initial interest is most encouraging, and we now have some thirty-eight enthusiastic potential Shedders keen to get on with the project. They have a diverse range of skills which include plumbing, engineering, building, electrical work, woodworking etc. which will be a great asset when the build commences.

The stalls we held at the recent Christmas Farmer's Markets proved popular with our Shedders as they were able to display and sell their wares which included dibbers and handmade Christmas Angels, raising funds to be put toward the project.

An enormous thank you, goes to Peter Brock and Ken Jarvis for all the work that they have done to date on this exciting project. We are all looking forward to seeing it up and running.

Volunteers

During the year we were fortunate to gain some new faces – Sharon Scott and Fiona Taylor, who joined us as escorts. Sadly, we lost two drivers; Phyll Beeney who retired from the minibuses and Mark Bostock who has moved away.

As always, our search for more volunteers to either drive or assist with the administration of the service continues, so if you know of anyone who would like to join our friendly expanding team, please do put them in touch.

Finally. So that's it, another successful year!

I would personally like to say an enormous thank you to the Executive team for all their hard work, and particularly to Dawn Brock who is always there when we need her, whether it be driving or preparing wonderful food for our driver's get togethers.

We couldn't have done any this without our volunteers, many of whom give so generously of their time, so as always tremendous thanks go to all. I know it is so much appreciated by all our passengers.

Heathfield Age Concern
Income and Expenditure Account
For the year ended 30 June 2018

		2018 £	2017 £
Income	Advertising income	1,715	-
	Age UK & NCVO	284	143
	Donations & Fundraising	22,718	8,440
	Minibus and other transport income	10,820	14,100
		<u>35,536</u>	<u>22,684</u>
Gross income		<u>35,536</u>	<u>22,684</u>
Expenses	Advertising and PR	(115)	-
	Car Service	(70)	-
	Computer costs	(164)	(55)
	Consultancy fees	(1,990)	-
	Contractors' costs	(2,195)	-
	Depreciation	(1,585)	(2,114)
	Entertaining	-	(46)
	Equipment expensed	(144)	-
	Insurance - other	(276)	(272)
	Insurance - professional indemnity	-	(657)
	Licenses	(60)	(21)
	Lunch Club	(679)	(720)
	Meeting costs/room rental	(25)	(422)
	Motor expenses	(107)	(147)
	Motor expenses - driver's' mileage	(875)	(1,978)
	Motor expenses - Fuel	(2,385)	(2,265)
	Motor expenses - Repairs	(3,083)	(2,230)
	Motor expenses - tax & insurance	(2,656)	(3,451)
	Newsletter costs	(1,753)	(591)
	Postage	(25)	-
	Software	(507)	-
	Staff training & welfare	(68)	-
	Stationery and printing	(177)	(259)
	Subscriptions	(15)	-
	Sundry expenses	(168)	(54)
	Telephone and fax	(827)	(707)
	Thank You's	-	(169)
	Travel and subsistence	(175)	-
		<u>(20,125)</u>	<u>(16,158)</u>
Net Surplus for the year		<u>15,412</u>	<u>6,525</u>

HEATHFIELD AGE CONCERN

INCOME & EXPENDITURE FOR THE YEAR TO JUNE 30TH, 2018

	2018	2017
<u>INCOME</u>		
Donations received	0	0
Designated	22718	8440
Non-designated	22718	8440
Total Donations received		
Other Income:		
Advertising Income	1715	0
Age UK & NCVO	284	143
Minibus and other transport income	10820	14100
TOTAL INCOME	35537	22683
<u>EXPENDITURE</u>		
Total running costs in the year	20125	16158
TOTAL EXPENDITURE	20125	16158
Excess Income/expense	15412	6525
Funds brought forward	87964	81439
Funds carried forward	103376	87964
<u>Represented by:</u>		
Vehicles - cost	15030	15030
Depreciation to date	-10275	-8690
Net WDV	4755	6340
Cheque account	48621	31624
Deposit account	50000	50000
Total funds	103376	87964

Heathfield Age Concern

Accountant's Certificate

In accordance with a request, I have examined, without carrying out an audit, the above account for the year ended June 30, 2018 from the accounting records of the organisation and from information and explanations supplied to me.

Signed: P N Guy, FCA

Date: 11/05/2019

