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Trustees’ Annual Report

& Financial Statements

For the year ended 31 March 2023

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Scottish Charity No. SC047259



**Trustees’ Annual Report**

**For the year ended 31 March 2023**

The trustees have pleasure in presenting their report together with the financial statements and the independent examiner’s report for the year ended 31 March 2023

**Reference & Administrative Information**

**Charity Name**

The Cheyne Gang

**Charity Number**

SC047259

**Registered Address**

14 Corbiehill Grove, Edinburgh EH4 5DU

**Trustees**

Pauline Waugh - Chairperson/Treasurer

Sarah Marshall - Secretary

Lenny Love

Robina Hutton (appointed 3 May 2023)

Gary Tait (appointed 5 July 2023)

Dr Helen Szoor-McElhinney (appointed 25 August 2023)

Colin Heggie (deceased 19 September 2022)

Jane Howe (resigned 30 March 2023)

**Structure Governance & Management**

**Constitution**

The Cheyne Gang is a Scottish Charitable Incorporated Organisation (SCIO) and is governed by its constitution which was adopted on 21 January 2017. The Charity was granted charitable status by the Office of the Scottish Charity Regulator (OSCR) on 20 March 2017.

**Appointment of Trustees**

The management committee, which meets on a periodic basis, are the charity’s trustees. Trustees are elected/re-elected at the Annual General Meeting which is normally held in February. Membership of the management committee is open to any person that supports the purposes of the charity. There must be a minimum of three trustees and a maximum of nine trustees.

**Reserves Policy**

The principal income streams of the charity are grants and donations provided by public and private organisation’s who support the work being undertaken by The Cheyne Gang. In addition, general fundraising is undertaken by the trustees and members of the choirs. The trustees recognise that the timing of the receipt of grant funding and donations is irregular and as a consequence the annual level of income may fluctuate. A more regular source of income is derived from general fundraising by trustees and members which forms an important source of funding.

The trustees’ policy is to maintain unrestricted funds (i.e. funds not committed for a specified project) at a level equating to approximately six months unrestricted expenditure. However the trustees accept that for periods of the financial year unrestricted funds may fall below this level when the charity is awaiting the receipt of additional grant funding and also for periods of the financial year unrestricted funds may exceed this level following the receipt of grant funding.

The charity’s unrestricted reserves at 31 March 2023 amounted to £10,112 (2022: £19,898) which is less than the cash level set by the reserves policy and reflects the uncertain timing of the receipt of grant and donation income in the financial year.

**Objectives & Activities**

**Charitable Purposes**

The Cheyne Gang’s charitable purpose is the advancement of health and wellbeing for sufferers of long-term respiratory conditions that cause breathlessness. The provision of singing and natural breathing techniques in a community based group facilitated by a specialist voice coach is offered throughout Scotland.

**Activities**

The Cheyne Gang is structured to deliver singing and reflexive breathing techniques to people across Scotland who have long-term respiratory conditions which cause debilitating and distressing breathlessness. Worldwide research has proved that these people can benefit physically, mentally and socially from singing in a community group. These people are the organisation’s beneficiaries.

The Cheyne Gang offers the positive benefits of singing for breathing for those with Chronic Obstructive Pulmonary Disease (COPD), chronic asthma, bronchiectasis, pulmonary fibrosis and Long Covid. Breathlessness frequently leads to anxiety and low mood which in turn can result in social isolation. The group now has five choirs in the following locations: three in Edinburgh, one in Innerleithen and one in Glasgow with around 120 members attending regularly.

Singing has been widely researched and shown to improve breath control, aid sleep, reduce anxiety and lift people’s mood. Our groups are facilitated by singing group leaders who are trained by us to teach reflexive breathing techniques as well as create tailored singing sessions dependent on any disability.

Our groups are now back face to face post Covid 19 pandemic and we are gradually rebuilding our membership and attracting new members across all 5 groups. We had to close our Charteris group in Edinburgh as attendance was too low and not cost effective but thankfully all the members joined one of our other groups. We have not been able to re-open the Coldstream group due to lack of funding.

We held a very successful Christmas Concert fundraiser in December 2022 and we had a well-attended AGM in March 2023. At this we requested for volunteers for our Trustee Committee as sadly one of our Trustees passed away in 2022 and another had decided to resign.

We launched our Long Covid Support Scotland website in February 2023 which has been well received by sufferers, their families and by clinicians. Our singing group leader based in Inverness has been helping some Long Covid patients with respiratory symptoms on a one-to-one basis using Zoom. We continue to be active with the Cross-Party Parliamentary Group for Long Covid too.

We liaise closely with the Our Health Research Team at Edinburgh University. Their Engineering and Physical Research Students have been working with our groups on research questions posed by our members around town planning for people with respiratory disease, inhaler design and measuring breathlessness. This is an ongoing project which helps support our methods and outcomes related to singing for breathing.

**Financial Review**

The principal sources of income are grants and donations from public and private bodies who support the work being undertaken by The Cheyne Gang. As the timing of the receipt of funds of this nature is inevitably irregular the year-on-year income figures will tend to fluctuate. However, a more regular source of income is derived from a members’ lottery and general fundraising by trustees and members which forms an important source of funds. Accordingly the trustees are comfortable with the lower level of income recorded in the year ended 31 March 2023 compared to the previous financial year.

Total funds received in the year to 31 March 2023 amounted to £28,650 (2022: £46,682). Expenses of £38,436 (2022: £44,163) were paid in the period resulting in a cash deficit of £9,786 (2022: surplus of £2,519). The cash balance as at 31 March 2023 was £10,112 (2022: £19,898). During the year to 31 March 2023 grants totalling £12,873 were received (2022: £38,950). Donations and fundraising by the trustees and members (including the members’ lottery) raised a total of £15,777 (2022: £7,732).

**Plans for Future Periods**

We have been working with *Accelerate* which is a support programme for the 3rd Sector and community organisations. The support is free and aims to help groups become more sustainable and enterprising. As a result, we have created a Social Media Strategy and we are reviewing our 5-year plan for expansion, but we await the production of a report from the Accelerate team to facilitate this.

more sustainable and enterprising.

Having updated our Singing for Breathing training course we plan to run this later in 2023. We remain the only organisation to provide this training in Scotland.

We have trained a new singing group leader for our Edinburgh groups and have plans to start a 6th group in a more deprived area of the city later in 2023.

We continue to apply for grants and funds to run our groups and we plan another fundraiser in December 2023.

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Pauline Waugh

Chair

26 October 2023

**Independent Examiner’s Report**

**For the year ended 31 March 2023**

**Independent Examiner’s Report to the Trustees of The Cheyne Gang**

I report on the financial statements of the charity for the year ended 31 March 2023.

**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 2005 Act”) and the Charities Accounts (Scotland) Regulations 2006 (as amended) (“the 2006 Regulations”). The charity’s trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section (44)(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

**Basis of Independent Examiner’s Statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
   1. to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
   2. to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulations 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.



David Holland CA

26 October 2023

**Statement of Receipts and Payments**

**For the year ended 31 March 2023**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| (£)  **Receipts** | Note | Unrestricted Funds | Restricted Funds | **Total**  **2023** | Total  2022 |
| Voluntary Receipts: |  |  |  |  |  |
| Donations & Gift Aid |  | 7,879 | - | **7,879** | 3,527 |
| Grants | 4 | 12,873 | - | **12,873** | 38,950 |
| Fund Raising |  | 7,898 | - | **7,898** | 4,205 |
| Receipts from Charitable Activities: |  |  |  |  |  |
| Membership Fees |  | - | - | **-** | - |
| Other |  | - | - | **-** | - |
| **Total Receipts** |  | **28,650** | **-** | **28,650** | 46,682 |
|  |  |  |  |  |  |
| **Payments** |  |  |  |  |  |
| Cost of Charitable Activities | 5 | 38,436 | - | **38,436** | 44,163 |
| **Total Payments** |  | **38,436** | **-** | **38,436** | 44,163 |
|  |  |  |  |  |  |
| **(Deficit)/Surplus for the year** |  | **(9,786)** | **-** | **(9,786)** | 2,519 |
| Transfers between funds | 6 | - | - | **-** | - |
| **(Deficit)/Surplus for the year** |  | **(9,786)** | **-** | **(9,786)** | 2,519 |

The notes form an integral part of these accounts.

**Statement of Balances**

**As at 31 March 2023**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **(£)** | Unrestricted Funds | Restricted Funds | **Total**  **2023** | Total  2022 |
| **Funds Reconciliation** |  |  |  |  |
| Cash at Bank – start of period | 19,898 | - | **19,898** | 17,379 |
| (Deficit)/Surplus for the year | (9,786) | - | **(9,786)** | 2,519 |
| **Cash at Bank – end of period** | **10,112** | **-** | **10,112** | 19,898 |
|  |  |  |  |  |
| **Bank & Cash Balances** |  |  |  |  |
| Bank Deposit Account |  |  | **10,112** | 19,898 |
| Cash In hand |  |  | **-** | - |
|  |  |  | **10,112** | 19,898 |
|  |  |  |  |  |

All funds as at 31 March 2023 are unrestricted.

The notes form an integral part of these accounts.

Approved by the trustees and signed on their behalf by:

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Pauline Waugh

Chair

26 October 2023

**Notes to the Accounts**

**For the year ended 31 March 2023**

1. **Basis of Accounting**

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

1. **Nature and purpose of funds**

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the Group. Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

1. **Related Party Transactions**

The Group’s insurance policy includes Trustee Indemnity Insurance for all its trustees. No remuneration was paid to the trustees or to any connected persons during the year (2022: nil). Payments totaling £Nil (2022: £1,676) were paid to trustees during the year to reimburse expenses they incurred relating to charitable activities.

1. **Grants Received**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **(£)** | Unrestricted Funds | Restricted Funds | **Total**  **2023** | Total  2022 |
| Edinburgh Council | 3,493 | - | **3,493** | 4,400 |
| Dumfries & Galloway Council | 3,000 | - | **3,000** | - |
| Scottish Borders Council | 2,950 | - | **2,950** | - |
| Impact Funding | 1,430 | - | **1,430** | - |
| Edinburgh & Lothian | 1,000 | - | **1,000** | - |
| Groundwork UK | 1,000 | - | **1,000** | - |
| Pharmatics | - | - | **-** | 19,000 |
| Sir Tom Farmer Foundation | - | - | **-** | 10,000 |
| Scottish Practice Nurse Association | - | - | **-** | 3,550 |
| Lindsays LLP | - | - | **-** | 1,000 |
| Charities Trust | - | - | **-** | 1,000 |
|  | 12,873 | - | **12,873** | 38,950 |

1. **Cost of Charitable Activities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **(£)** | Unrestricted Funds | Restricted Funds | **Total**  **2023** | Total  2022 |
| IT Facilitator | 21,171 | - | **21,171** | 15,054 |
| Voice coach services | 9,550 | - | **9,550** | 6,516 |
| Venue Hire | 3,633 | - | **3,633** | 1,140 |
| Other | 1,776 | - | **1,776** | 2,067 |
| Choir coordinator | 1,117 | - | **1,117** | 282 |
| Administrator | 884 | - | **884** | 1,128 |
| Promotion & Marketing | 305 | - | **305** | 2,234 |
| Long Covid | - | - | **-** | 10,600 |
| IT Equipment | - | - | **-** | 3,637 |
| Training for voice coaches | - | - | **-** | 1,505 |
|  | 38,436 | - | **38,436** | 44,163 |

1. **Transfers between funds**

There were no transfers (2022: £600) between funds in the year to 31 March 2023.