



Trustees' Annual Report
& Financial Statements

For the year ended 31 March 2021

Scottish Charity No. SC047259



Trustees' Annual Report

For the year ended 31 March 2021

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 2021.

Reference & Administrative Information

Charity Name

The Cheyne Gang

Charity Number

SC047259

Address

14 Corbiehill Grove, Edinburgh EH4 5DU

Trustees in the year ended 31 March 2021

Pauline Waugh - Chairperson/Treasurer

Sarah Marshall - Secretary

Jane Howe

Lenny Love

Margaret Laurence (resigned 2 March 2020)

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. The charity was previously an unincorporated association but changed its legal form to a SCIO.

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 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 2021 amounted to £17,379 (2020: £22,419) which is in excess of the cash level set by the reserves policy and reflects grants and donations received throughout 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 natural 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 and pulmonary fibrosis. Breathlessness frequently leads to anxiety and low mood which in turn can result in social isolation.

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 song leaders who are trained by us to teach natural breathing techniques as well as create tailored singing sessions dependent on any disability.

We work with people who are extremely vulnerable due to the nature of their long-term respiratory conditions. They are therefore disproportionately impacted by the Covid 19 pandemic and we quickly had to adapt our method for delivering our services and how to fund this. We normally fundraise ourselves throughout the year with events and concerts to help with the operational costs of our 8 groups. This has not been possible since March 2020 so we have been reliant on obtaining grants and donations. Thankfully many funders, realising the negative impact of Covid 19 on charities, offered more opportunities to re-apply and some of our existing funders provided emergency additional funds. We have had grants from the National Lottery and CORRA again plus additional funds from the Bank of Scotland Foundation.

We work closely with students from Edinburgh University's Deanery of Clinical Sciences. Their 'our health' project creates community based research asking research questions around health and wellbeing. The students applied for a grant on our behalf to support our members to continue their breathing exercises and singing throughout the Covid 19 pandemic. The £5,000 they secured helped us to continue to employ an IT specialist who updates and maintains our website so we could post weekly breathing exercises videos for our members to access.

We took all our work online early in the pandemic knowing the vulnerability of our members and our song leaders have been producing weekly recordings of breathing exercises and songs to ensure our members continue to benefit physically and mentally. We set up a fortnightly zoom singalong for any of our members to attend to help them keep in touch with each other. Some of our members are not able to get 'online' so we set up phone trees, Whatsapp groups, doorstep visits (once allowed) and peer support groups to keep them engaged with us. For those without access to a PC we produced DVD's of the beathing exercises and songs. We also engaged our members through quizzes, regular emails, mindfulness sessions and provided goody bags in the summer to keep them entertained together with Christmas gifts.

We have managed to maintain our membership at around 200 members and to support our 8th group in Coldstream which only started a month before Covid 19 hit us.

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 figures will tend to fluctuate. However, a more regular source of income is derived from general fundraising by trustees and members which forms an important source of funds.

Total funds received in the year to 31 March 2021 amounted to £36,380 (2020: £46,283). Expenses of £41,420 (2020: £27,946) were paid in the period resulting in a cash deficit of £5,040 (2020: surplus of £18,337). The cash balance as at 31 March 2021 was £17,379 (2020: £22,419). During the year to 31 March 2021 grants totalling £32,331 were received (2020: £38,000). Donations and general fundraising by the trustees and members raised a total of £4,049 (2020: £8,283).

The trustees decided to create a new 'Covid 19' expense category at the start of the financial year to reflect the fact that substantially all the charity's efforts were focussed on delivering 'online' services to its members whilst they were unable to meet in person. Examples of the expenditure charged to this category include: development and maintenance of the website, payments to song leaders for recording the exercises we upload to the website, admin staff for keeping in touch with the members by phone/email/doorstep visits and DVD equipment for recording and posting these to members who don't have IT equipment.

Plans for Future Periods

All of our development plans have been put on hold as a result of the pandemic but we have continued to meet via Zoom with our team and have used this time to update our 5 year plan for expansion across Scotland. We have been exploring how we might compete with larger charities for funding and how to become a more professional operation. We have engaged with Inspiring Scotland and the Scottish Business Community to recruit a 'business mentor' to guide our 5 year plan and support us to achieve our goals. We have also rewritten our 'Singing for Breathing' course and we are seeking accreditation for this. We plan to then apply for funding to run it as face-to-face and online courses for interested song leaders, voice coaches and arts and health facilitators in Scotland.

We are working with the Scottish Government Cross Party Respiratory group on the provision of rehabilitation services for people with Long Covid as we feel our methods will be of benefit to those left with breathing difficulties and fatigue. We hope to set up Cheyne Gang groups specifically for those with Long Covid as evidence suggests this will be a long term problem.

We are collaborating with a specialist voice coach on the provision of support for those whose voices have been adversely affected by Covid 19 including singers and those who rely on their voices for work like teachers.

We are planning how to get our groups back to face-to-face sessions following Government guidelines in Scotland and this is currently planned for late 2021/early 2022. We plan to provide blended sessions with live streaming for our members who are unable to return or who do not yet feel confident enough to meet up in a group format.

A handwritten signature in black ink, appearing to read 'PWA', written in a cursive style.

Pauline Waugh,
Chair

25th November 2021

Independent Examiner's Report For the Year Ended 31 March 2021

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 2021.

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:
 - a. to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - b. 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

1 November 2021

Statement of Receipts and Payments For the Year ended 31 March 2021

| (£) | | Unrestricted | Restricted | Total | Total |
|---|------|----------------|------------|----------------|--------|
| Receipts | Note | Funds | Funds | 2021 | 2020 |
| Voluntary Receipts: | | | | | |
| Donations & Gift Aid | | 2,596 | - | 2,596 | 1,436 |
| Grants | 4 | 32,331 | - | 32,331 | 38,000 |
| Fund Raising | | 1,453 | - | 1,453 | 6,847 |
| Receipts from Charitable Activities: | | | | | |
| Membership Fees | | - | - | - | - |
| Other | | - | - | - | - |
| Total Receipts | | 36,380 | - | 36,380 | 46,283 |
| Payments | | | | | |
| Cost of Charitable Activities | 5 | 41,420 | - | 41,420 | 27,946 |
| Total Payments | | 41,420 | - | 41,420 | 27,946 |
| (Deficit)/Surplus for the year | | (5,040) | - | (5,040) | 18,337 |
| Transfers between funds | 6 | - | - | - | - |
| (Deficit)/Surplus for the year | | (5,040) | - | (5,040) | 18,337 |

The notes form an integral part of these accounts.

Statement of Balances As at 31 March 2021

| (£) | Unrestricted | Restricted | Total | Total |
|-------------------------------------|---------------|------------|----------------|--------|
| Funds Reconciliation | Funds | Funds | 2021 | 2020 |
| Cash at Bank – start of period | 22,419 | - | 22,419 | 4,082 |
| Surplus/(Deficit) for the year | (5,040) | - | (5,040) | 18,337 |
| Cash at Bank – end of period | 17,379 | - | 17,379 | 22,419 |
| Bank & Cash Balances | | | | |
| Bank Deposit Account | | | 17,379 | 22,419 |
| Cash In hand | | | - | - |
| | | | 17,379 | 22,419 |

All funds are unrestricted.

The notes form an integral part of these accounts.

Approved by the trustees and signed on their behalf by:



Pauline Waugh
Chair
25th November 2021

Notes to the Accounts

For the Year ended 31 March 2021

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).

2. 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.

3. 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 (2020: nil). Payments totaling £1,216 (2020: £1,061) were paid to trustees during the year to reimburse expenses they incurred relating to charitable activities.

4. Grants Received

| (£) | Unrestricted Funds | Restricted Funds | Total 2021 | Total 2020 |
|----------------------------------|-----------------------|---------------------|---------------|---------------|
| National Lottery | 13,000 | - | 13,000 | - |
| University of Edinburgh | 5,000 | - | 5,000 | - |
| Corra Foundation | 4,000 | - | 4,000 | 4,000 |
| Charteris | 3,000 | - | 3,000 | - |
| Co-Op | 2,821 | - | 2,821 | - |
| Trades House | 2,000 | - | 2,000 | - |
| Sir Jules Thor Trust | 1,000 | - | 1,000 | - |
| Chest Heart & Stroke Association | 910 | - | 910 | - |
| Bank of Scotland Foundation | 600 | - | 600 | 3,000 |
| Pharmatics | - | - | - | 12,000 |
| Robertson Trust | - | - | - | 4,000 |
| Garfield Weston | - | - | - | 3,500 |
| John Farmer | - | - | - | 3,000 |
| Chiesi Ltd | - | - | - | 3,000 |
| QNIS | - | - | - | 2,500 |
| Foundation Scotland | - | - | - | 2,000 |
| Denton | - | - | - | 1,000 |
| | 32,331 | - | 32,331 | 38,000 |

5. Cost of Charitable Activities

| (£) | Unrestricted Funds | Restricted Funds | Total 2021 | Total 2020 |
|----------------------------|-----------------------|---------------------|---------------|---------------|
| Covid 19 | 31,135 | - | 31,135 | - |
| Voice coach services | 4,510 | - | 4,510 | 15,161 |
| Other | 2,202 | - | 2,202 | 2,488 |
| Choir coordinator | 1,255 | - | 1,255 | 1,329 |
| Promotion & Marketing | 1,025 | - | 1,025 | 1,819 |
| Training for voice coaches | 1,000 | - | 1,000 | 394 |
| Administrator | 121 | - | 121 | 1,565 |
| Venue Hire | 112 | - | 112 | 4,080 |
| Fundraising | 60 | - | 60 | 497 |
| Travel | - | - | - | 400 |
| Sessional Musician | - | - | - | 213 |
| | 41,420 | - | 41,420 | 27,946 |

6. Transfers between funds

There was no transfer between funds in the year to 31 March 2021 (2020: £Nil).