

RECEIVED
31 AUG 2017

GODALMING TOWN COUNCIL

Application for Grant Aid

1. Name of Voluntary Organisation THE GODALMING TRUST
2. Contact Name, Address and Telephone Number PAMELA TALBOT
KILMUIR, BARDENE ROAD, GODALMING GU7 1QF
01483 429918
3. Details of Organisation; is it
 - a) A Charity?
 - b) A Trust?
 - c) A Private Limited Company?
 - d) Affiliated to any National Body?
 - e) Any other official registration?
4. What are the aims and objectives of the Organisation? WORKING TO MAINTAIN
GODALMING'S HERITAGE AND QUALITY OF LIFE.
See enclosed brochure
5. Apart from general fund raising events, does the Organisation obtain revenue from any direct trading activity? If YES, please provide full details.
NO
6. Please state size of membership and annual subscription levels of Organisation. _____
approx 380 members, £8 per individual £12 per couple
over 100 life members
7. Please enclose the following information as applicable to your Organisation:-
 - a) Constitution or aims - see brochure, Constitution on year file
 - b) Copy of accounts (these will not be required for a new organisation) in ANNUAL REPORT
 - c) Copy of budget for current financial year NOT PREPARED
 - d) Copy of last annual report to members (this will not be required for a new organisation)
8. If not included in the annual report enclosed, please provide details of your Organisation's activities over the past year, with particular reference to any special projects undertaken or planned.
See Annual Report enclosed.

9. a) For what specific project are you now seeking financial assistance from the Town Council; please provide details.

THE PREPARATION OF THE HERITAGE OPEN DAYS
PROGRAMME, SEPTEMBER 2017

- b) Specify
- | | | |
|---|-------|--|
| - Total Estimated Cost | £1589 | printing/
distribution
already
paid |
| - Amount already available | £ | |
| - Amount expected to be available at commencement | £ | |
| - Dates scheduled to commence and finish | | |

10. Are you applying for or have you already received other financial assistance for this project? *NO*
Please provide details:-

Body	Amount Applied For	Amount Received
------	--------------------	-----------------

11. What level of financial assistance are you seeking from Godalming Town Council? State:

a) Amount £ 1200 (ONE THOUSAND TWO HUNDRED POUNDS)

- b) Whether you have received a previous grant from the Town Council

- Amount £1000 plus use of Popparpot
- Date OCTOBER 2016
- Project last year's HoD Programme

12. What benefits do you anticipate will be derived by the Godalming Community from your project?

AN OPPORTUNITY TO SEE BUILDINGS NOT USUALLY OPEN TO
PUBLIC, OR WITH GUIDED TOURS OF THOSE THAT ARE OPEN TO SHARE
GODALMING'S HERITAGE TO ENCOURAGE INTEREST
IN ITS HISTOR.

I submit this application on behalf of the stated Organisation and believe all statements made or enclosed to be true.

Signed Pamela H Talbot Date 30/8/17

Capacity in which signed Chairman, The Godalming Trust

Complete and return to: The Town Clerk, Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, Surrey, GU7 1HT.

Please note that financial information provided may be discussed in a public forum.

THE GODALMING TRUST

ANNUAL REPORT 2016/17 and notice of Annual General Meeting



"A green and pleasant land" showing the Parish Church, The Bandstand, Phillips memorial park and Cloisters with the River Wey & Lammas Land.

*Working
to maintain
our heritage
and quality
of life*

The Godalming Trust is an independent body, not funded by the Councils, and all activities are organised and staffed by volunteers. Its campaigning role needs the financial support and interest of all those who care for the Godalming of today and tomorrow.

info@thegodalmingtrust.org.uk www.thegodalmingtrust.org.uk



Registered Charity No. 263033

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Notice of Annual General Meeting

The 2017 Annual General Meeting of The Godalming Trust will be held on Wednesday September 6th 2017 at The Masonic Hall, Ockford Road, Godalming 7:30 for 8:00pm

Agenda

1. Apologies for Absence
- 2 Approval of Minutes of 2016 Annual General Meeting
- 3 Chairman's remarks
- 4 Adoption of Annual Report for 2016/17
- 5 Adoption of Statement of receipts and Payments for the year to 31 March 2017
- 6 Election of members of the Executive Committee for 2017/18
Two members of the Committee are retiring, the remainder are willing to stand for re-election
- 7 Election of Mr Richard Gidlow & Mr Graham Kimber to the committee
- 8 Timing of future AGMs
- 9 Any other Business

A member wishing to propose another for membership of the Executive Committee should send notice to the Honorary Secretary at least 14 days before the meeting

The meeting will be followed by the presentation of the first of a series of 3 short films for the website. Wine and soft drinks will be served

Officers and Committees

President	Christopher Robinson
Vice Presidents	Alan Brown Ron Musk
Executive Committee	Pam Talbot - Chairman Jacqui Springurth - ViceChairman Valerie Venton – Secretary (retiring) Colin Venton – Treasurer (retiring) Caroline Hopkins Gareth Munro Bridget Bagnall Colin Swait
Planning Committee	Colin Swait - Chairman Gareth Munro Jacqui Springsguth Bridget Bagnall Keith Powell – co-opted
Civic Design Awards Committee	Gareth Munro – Chairman Colin Swait
Heritage Open Days Committee	Pam Talbot - Chairman Caroline Hopkins Jeni Goddard – co-opted

Chairman's Annual Report

I will start with an apology if this all sounds as if you have read it before. I am afraid you will have read some of it. The Annual Report is a report of business during The Godalming Trust's administrative year which ends on 31 March. However, we do not have our AGM until September and we have fairly recently issued a Spring Newsletter with all our news for the period! We will discuss the timing of the AGM with members in September (see Agenda for AGM).

I took over from Angus Palmer, who was Chairman for 5 years and on the Committee for a total of 15 years, as Treasurer before becoming Chairman in October last year. A presentation was made to Angus and his wife, Elaine, at a small reception at Godalming Museum in January 2017.

The Trust, in line with its stated objectives gave Civic Design Awards to deserving buildings in September 2016. These awards are greatly appreciated by recipients and help to maintain a high standard of building design in our town. The presentations were made at our AGM just prior to the Heritage Open Days. The awards were then displayed in the Pepperpot for the weekend. Thank you to Gareth Munro for all his hard work in bringing this together. (A full report appeared in the Spring Newsletter).

The Heritage Open Days continue to be extremely popular. As it is an international event people are coming from further afield, hence the properties that local people have seen at the ticketed venues continue to be a 'sell out'. The lecture, by Robin Stannard on Thackeray Turner, in the RIBA 'Love Architecture' theme was a new venture and started off the HOD weekend. There are lots of thanks due, apologies if I have omitted anyone. We have to thank:

Stephen and Jeni Goddard for their continuing invaluable help in contacting the various properties and producing the programme for the Heritage Open Days (HOD). Stephen also does his town walks which have a slightly different emphasis to the monthly summer ones. Caroline Hopkins for her initiative for distributing programmes to local schools which has encouraged a younger audience for the weekend. The Pepperpot was particularly well attended by families.

Godalming Masonic Centre for providing their hall for the RIBA Love Architecture lecture as part of the Masonry in the Community Programme.

We are also grateful to Godalming Town Council who gave us a generous grant towards publicity for the event and use of the Pepperpot, also for sponsorship from Munro Studios, Godalming Museum for issuing the tickets and opening on the Sunday and finally to Angus Palmer who masterminded all the stewarding, took publicity material to all the participating properties and was on hand to sort out any problems. We are grateful to all the people who help with stewarding during the weekend.

The summer walks continue to be popular and we are grateful to Hugh Turrall-Clarke for his support in leading them. We do get asked to additional evening walks for groups from time to time and are happy to do them when we can.

We are planning to launch the series of short animated films, made by Munro Studios, at the 2017 AGM.

There are reports from the Treasurer and Membership Secretary (Colin & Val Venton) and Planning Sub Committee (Colin Swait) below. I thank them for all their work during the year.

Jacqui Springsguth has been overseeing with Marshall Designs, the revamp of the Godalming Trust website and it is now up to date and looking much more inviting. Gareth Munro adds items to our Facebook page.

We have recently made a donation to cover the costs of the 'Blue Plaque' for Jack Phillips which was unveiled in April at the Cooperative Funeral Care in Farncombe Street, near where his home stood. Godalming Trust will consider nominations for additional plaques in the area as it makes the history of a town more prominent.

Meetings with the Farnham, Haslemere and Guildford civic societies are taking place twice a year. This is a useful exchange of information and ideas. We are talking to Godalming Chamber of Commerce, on an informal basis, on matters of mutual interest.

I would like to thank all of the Executive Committee members for their hard work and support. However, after 5 years our Honorary Secretary, Val Venton, has formally noted that she wishes to stand down at the AGM in September 2017. We are indebted to her for producing the agenda and minutes of our meetings and generally helping with the administration and business of the Executive Committee.

Bridget Bagnall has kindly offered to take on the role of Hon Secretary after the AGM. Colin Venton, Hon Treasurer, also announced his intention to stand down a little later and we are equally grateful to him for managing our finances. We are looking forward to another busy and successful year in 2017 and would like to thank you, the members, for your continued support.

Looking ahead, Richard Gidlow has agreed to take on the role of Hon Treasurer. Graham Kimber is joining the Committee and will be co-opted as our Constitution allows. Heritage Open Days looms and I am sure it will be as good as ever. I hope to see as many of you as possible at the AGM and during Heritage Open Days.

Pam Talbot MBE
Chairman

Forthcoming Events

August 12th 2017. The last of this summer town history walks. It will repeat the June walk and look at Godalming High Street and Bridge Street and highlight the coaching inns that played an important role on the overland route from London to Portsmouth. 2.30pm at the Pepperpot. No booking needed just turn up.

September 6th 2017 7.30pm AGM at the Masonic Centre – see included Agenda on page 2.

September 8, 9 & 10 2017 Heritage Open Days has some new properties, and has lost some old favourites. See enclosed flyer with this Report. Do try and come along. If you are able to help with stewarding please contact me by email or phone (info@thegodalmingtrust.org.uk or 07778 408701.)

Godalming Museum and Godalming Trust Lectures Autumn 2017/Spring 2018 [Note the titles of the talks are provisional, but reflect the subject]. All talks take place at the Octagon, 7.30pm. Tickets £5 from the Museum or at the door.

October 18th: Joe Thompson - Timber Framed Buildings- reading their secrets

November 22nd: Hugh Turrall-Clarke - IT work at the Museum

January 31st: Anthony Isaacs - The work of the CPRE (Campaign to Protect Rural England)

March 21st: Alan Bott - Writing Guide Books to Twelve Local Churches.

Membership Report

It is with great sadness that I have to announce the death of two of our life members. Mr Peter Evans died in January and Mrs Elizabeth Dixon died in February. Our early records are not comprehensive but it would appear that both of them had been members since at least 2004. Mr Evans had very generously given us a second payment for his life membership in 2013! Our condolences go to his wife Mrs Monica Evans.

On a happier note we have a new life member in Dr Sara Arber of Godalming and we wish her a warm welcome to The Godalming Trust.

One of our concerns is that the profile of our membership is weighted heavily towards the more mature end and in order to sustain our numbers and ensure the continuation of the trust we need to attract members in a younger age range. We are endeavouring to have a big push on membership at the Heritage Open Days. Please could you let us know if you think anyone in your acquaintance would consider becoming a member.

My usual plea is if anyone knows of any members who have recently passed away please could they let the secretary know or leave an e-mail on The Godalming Trust's website at info@thegodalmingtrust.org.uk. It is very distressing to receive incorrect communication at difficult times like these. It would be very helpful to us if a family member or spouse or partner could inform us and we can respond appropriately.

My other usual plea is e-mail addresses. We would love to have your e-mail address if you have one and you think we don't have it. E-mails are so cost effective for us as sending postal communications is now so expensive when we send them in any number. Unusually we only have e-mail addresses for about a quarter of our membership and if you think we do not have your e-mail address please could you e-mail our secretary at val.venton@gmail.com.

Colin Venton

Membership Secretary

Treasurer's Report

We have recently updated our website which has been done by Andrew Marshall of Marshall Design, who previously designed our application forms. Now there is a distinctive harmony between the two things. We are delighted with the website and feel it is more in keeping with modern times but there obviously has been a financial cost.

The interest rate return on our savings continues to decline in common with the general banking situation. We constantly look for alternative bank accounts but have not been able to find anything better that suits our situation.

I am again going to ask members to check whether they Gift Aid their membership fees to us as we get an extra 25% at no cost to yourselves. Not all of our members do Gift Aid. The process of application is very simple and straightforward and does not entail any financial disclosure on your part. We were able to make a substantial Gift Aid claim this year.

I am going to make my usual plea about paying your membership fees by bank standing order. Many members already do and I thank them for that but we do have a significant number who do not. Postage costs are so high these days and it represents a considerable financial burden to us to chase people for their fees. Finally, I must thank members for their continued support of the Godalming Trust through their membership fees and a special thank you to those who pay over and above that which is due.

Colin Venton

Honorary Treasurer

THE GODALMING TRUST
Income and Expenditure Statement

**1st April 2016 to 31st
 March 2017**

Receipts:	2016/17	2015/16
Subscriptions	£1,298.49	£1,121.00
Donations	£169.00	£233.50
Bank Interest	£87.93	£110.51
Town Council grant - Heritage	£1,000.00	£1,000.00
Sales of publications	£59.96	£100.50
Total Receipts	£2,615.38	£2,565.51
Payments:		
Insurance	£246.38	£238.50
Postage and stationery	£280.69	£388.85
Subs to other societies	£93.00	£93.00
Heritage Open Days	£1,296.70	£1,280.90
Website	£75.60	£66.00
Newsletter printing	£246.00	£210.00
Band sponsorship	£200.00	£200.00
AGM costs/ Other events	£231.63	£922.17
Blue Plaque Donation	£250.00	
Newsletter Design	£60.00	
Civic Design awards	£240.00	
Total payments	£3,220.00	£3,399.42
Deficit for year	£604.62	£833.91
Bank balances start of year	£14,313.16	£15,147.07
Payment in advance	£1,500.00	
Bank balances end of year	£12,208.54	£14,313.16

Colin Venton - Hon Treasurer
and Trustee

Pam Talbot - Chairman
and Trustee

Peperharow Road – its early days.

Peperharow Road is one of the longest cul-de-sacs in the country but in the middle of the 19th century it was only a farm track. At that time, the area to the north and west of Godalming was known as the Deanery Farm Estate, managed by the Deanery of Salisbury. As the name implies this was mainly farmland. Various Acts of Parliament in the first half of the 19th century allowed the Church to sell some of its land, and in the 1860's Deanery Farm Estate was acquired by the British Land Company.

British Land was founded in 1856 by three liberal MPs as a mechanism for expanding the field of voters eligible to elect Members of Parliament – restricted to “landed gentlemen”. British Land was founded as an offshoot of the National Freehold Land Society (later Abbey National), formed in 1849, and could be considered as the first “building society”. To qualify for a parliamentary vote, it was then necessary to be a landowner and the main object of the company was to facilitate the acquisition of small plots of land by the people. To do this, the British Land Company would purchase land and then resell it on the best terms to any customer who wanted to buy it.

Peperharow Road acquired its name in 1865, when it was made up from a farm track by the British Land Company. It was called ‘Peperharow Road’ as it formed the first part of a path from Godalming to the Peper Harow Estate, on the way to Elstead.

The early development of Peperharow Road was entirely due to the arrival of Charterhouse School in Godalming. In 1867, the School decided to move away from Charterhouse Square in London. The headmaster at the time, the Rev. William Haig-Brown, chose Godalming as he had relatives in the area and he discovered that land was available on the old Deanery Farm Estate. Another significant factor was the rail link from London – the ‘old’ Godalming station was completed in 1849 as the terminus from London through Guildford, on land that is now part of Jewson's. Following construction of the viaduct across the lammas lands, the ‘new’ station was opened in 1859 giving a link to Havant and Portsmouth. The School was built between 1869 and 1872 from locally quarried bargate stone and opened in June 1872 with 117 boys who moved from London and 33 new boys. The original entrance to the School was in Peperharow Road, hence South Lodge and Lodge House at the bottom of Racquets Court Hill, and the statue of Thomas Sutton, the founder of the School in 1611, looking down the drive.

The OS map of 1871 shows that the only houses in Peperharow Road were a row of cottages on the south side of the road beyond the School entrance. These cottages were built to house the workers who were building the School, and are still standing today. Twenty-five years later, OS 1896 shows considerably more housing – mainly on the north side of the road and almost all used as housing for teachers. Individual plots were acquired at auction, either by the School itself or by senior School staff. Also shown, set back from the road but well away from the main School buildings, is the School Sanatorium. This building is now used as flats as part of Badgers Hollow.

Development of the south side of the road took place in the early 20th century at the beginning of the road, and further to the west in the 1970's. The original houses in the road were known by their house name only, as numbering was not introduced until 1911 following the development on the south side. However, following further development, many of the houses were re-numbered in 1972. Although several of the houses retain their original name, the local historian should be wary of the potential confusion of houses having a name and two different numbers!

There are numerous 'famous' families who have lived in Peperharow Road. Some examples are: -

Robert Baden-Powell, the founder of the Scout movement, was a pupil at the School when it moved to Godalming in 1872, and later briefly lived in the road.

Aldous Huxley - Aldous' grandfather, Thomas Huxley, lived in Milford and Aldous' father, Leonard Huxley, was a teacher at the School. Some sources suggest that Aldous was born in Peperharow Road, where the family did live, but they had moved to a house (Laleham) near The Manor Hotel (Huxley Close) before he was born. Aldous' mother Julia (nee Arnold) founded Prior's Field School for girls in 1902. Julia died young in 1908 and is buried in Compton, as is Leonard Huxley. Aldous died in America, where he was then living, on 22nd Nov 1963 (the day of JFK's assassination). His ashes were later returned to England and are buried at Compton also.

George Mallory (1886 -1924) was a teacher at Charterhouse from 1910. In 1914, he married a local girl, Ruth Turner, the daughter of Hugh Thackeray Turner. After serving in the army in WWI, he returned to Charterhouse until he resigned in 1921 to join the first Everest expedition. He joined the 1924 expedition and in June he and his climbing partner Andrew Irvine left advanced base camp at 21,000 feet to climb to the summit.

They were seen a few hundred feet from the summit but were not seen again until Mallory's body was found in 1999, but there is some speculation that he did reach the summit nearly thirty years before Edmund Hillary.

W.C. Sellar (1898 – 1951) was also a teacher at the School and lived in Peperharow Road. In 1930, he published "1066 and all that", a tongue-in-cheek guide to "all the history you can remember." The title is based on Robert Graves' autobiography "Goodbye to all that". Robert Graves had been a pupil at Charterhouse, taught by Mallory, and a friend of W.C. Sellar. Sellar's widow continued to live in the road from the 1950s to the 1970s.

Graham Kimber

Planning Committee Report

In the Spring Newsletter, I reported fairly fully on our activities and I am grateful to the members of the committee who join me at Waverley Borough Council's every 3 weeks to review the planning applications.

At one time we seemed to be reviewing applications to change offices into flats at every meeting and it is good to now see derelict buildings being restored and in a number of cases, particularly Farncombe, being rebuilt and matching in with the Street scene. Some useful small dwellings have grown from the back gardens of some of the Shops in the High Street rather than lie abandoned. We are very concerned on the impact of more traffic through the town and continue to monitor the effect that Dunsfold Park could have on our road system and that of surrounding villages. At the end of the first week of the public enquiry it was suggested that Dunsfold's 1800 home development could cause hazardous, slow, difficult, frustrating and dangerous traffic conditions. We will always support good design and appropriate development. We alternate with Waverley Borough Council in making Civic Design awards and are happy to receive recommendations from the Public.

Colin Swait
Chairman, Godalming Trust Planning Committee

After 6th September, should you wish to contact the Trust on any issue, please write to Bridget Bagnall, Honorary Secretary, at 2 Brook House, New Pond Road, Compton, GU3 1JL or email: bridget.bagnall1@btopenworld.com

The Godalming Trust is a Registered Charity No. 263033 and the
Website is www.thegodalmingtrust.org.uk

REC-111
4 OCT 2017

GODALMING TOWN COUNCIL

Application for Grant Aid

1. Name of Voluntary Organisation Revitalise Respite Holidays

2. Contact Name, Address and Telephone Number Miss Andrea Mills, 212 Business Design Centre,
52 Upper Street, London, N1 0QH; 020 7288 6877

3. Details of Organisation; is it
 - a) A Charity? Yes, 295072
 - b) A Trust?
 - c) A Private Limited Company?
 - d) Affiliated to any National Body?
 - e) Any other official registration?

4. What are the aims and objectives of the Organisation? To restore hope and happiness in the
lives of disabled people and carers through the provision of high quality breaks with care, and to
provide inspirational volunteering opportunities

5. Apart from general fund raising events, does the Organisation obtain revenue from any direct trading activity? If YES, please provide full details.
Yes, we have a network of 13 charity shops based in Hampshire. Our shops have an income of
approximately £700,000 per year.

6. Please state size of membership and annual subscription levels of Organisation. We are a
users, not a members, organisation. We welcome around 4,500 people each year to our centres.

7. Please enclose the following information as applicable to your Organisation:-
 - a) Constitution or aims
 - b) Copy of accounts (these will not be required for a new organisation)
 - c) Copy of budget for current financial year
 - d) Copy of last annual report to members (this will not be required for a new organisation)

8. If not included in the annual report enclosed, please provide details of your Organisation's activities over the past year, with particular reference to any special projects undertaken or planned.
This information is provided as part of the audited accounts and annual report enclosed with this
application.

9. a) For what specific project are you now seeking financial assistance from the Town Council; please provide details.

To provide three much needed respite holidays for disabled guests and their carers from Godalming at one of Revitalise's three holiday centres in 2018.

- b) Specify
- | | |
|---|---------------------|
| - Total Estimated Cost | £ 5,439 |
| - Amount already available | £ |
| - Amount expected to be available at commencement | £ 4,377 |
| - Dates scheduled to commence and finish | 01/02/18 - 31/01/19 |

10. Are you applying for or have you already received other financial assistance for this project? Please provide details:-

Body	Amount Applied For	Amount Received
<u>We have not applied to any other organisation or funding body for financial assistance specifically for those living in Godalming.</u>		

11. What level of financial assistance are you seeking from Godalming Town Council? State:

a) Amount £ 750

b) Whether you have received a previous grant from the Town Council

- Amount £ 500
- Date 15/11/16
- Project Respite holidays for disabled people and their carers from Godalming.

12. What benefits do you anticipate will be derived by the Godalming Community from your project?

Our breaks are shown to increase quality of life, reduce social isolation, and strengthen caring relationships.

These factors help to reduce dependency on other local services.

I submit this application on behalf of the stated Organisation and believe all statements made or enclosed to be true.

Signed A. K. M. M. M. Date _____

Capacity in which signed Trust and Foundations Manager.

Complete and return to: The Town Clerk, Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, Surrey, GU7 1HT.

Please note that financial information provided may be discussed in a public forum.

Application to Godalming Town Council

Revitalise: A respite lifeline for disabled guests and carers from Godalming

Project outline

We would like to ask Godalming Town Council for a donation of £750 to support three disabled guests and their carers from Godalming to enjoy a respite break at Revitalise, helping to alleviate the challenges caused as a result of their disability.

About Revitalise

The principle aim of Revitalise is to enhance the lives of disabled people and carers. The charity achieves this through the provision of respite breaks in a holiday environment and has been providing these services for over 54 years. We cater for over 150 disabilities including Parkinson's, Alzheimer's and Multiple Sclerosis. We provide 24-hour nurse led care and specialist equipment for the comfort of guests. All of our centres are registered with the Care Quality Commission. Should they wish to partake, we offer a daily programme of accessible trips and a choice of activities and entertainment for our guests.

We are delighted to report that 92% of guests who have taken a break with us this year would recommend us to a friend, 97% told us that the quality of care they received was "good" or "excellent" and 97% rated their overall experience as "good" or "excellent".



Addressing the needs of our guests from Godalming

Many disabled people and their carers nationally have had their local authority funding cut, meaning time and money for respite is sadly out of reach. Revitalise is all too aware of the day to day pressures of dealing with disability and that the challenges of accessibility are unrelenting. Fewer than 2 in every 10 homes is accessible; simply popping round to a friend for a cup of tea and a chat is out of reach for many, let alone having the opportunity to fully recharge their batteries on a proper break. In some cases disabled people can be housebound with a paid carer coming in only at allotted times, this can be restricting and isolating.

Too long without a break can affect both the health and emotional wellbeing of the 'carer' and the 'cared for', especially as many carers are of a similar age and have health problems of their own. Caring without respite can also place relationships in crisis. 96% of disabled people and carers think respite breaks are essential to sustaining strong, functional and healthy caring relationships and 5 in 10 guests have told us their Revitalise respite break could or did prevent their caring relationship breaking down.



Featured below is a case study of a disabled guest and her mother who visited us earlier this year. Just one example of how a Revitalise break can improve the lives of our guests.

"We benefitted greatly from our break at Revitalise. The break allowed me to take a holiday with my mother in an environment that met all my access and equipment needs. It was fantastic for my mother as she did not have to organise and bring any aids with us. The break gave me an opportunity to meet and mix with new people and try new activities not available to me when I'm at home. Revitalise enabled my mother to enjoy a holiday with me and not have to worry about my care needs. It gave us a new lease of life, without Revitalise my mother and I would not have been able to go away."

Why Revitalise is different

The aim of our breaks is simple, to enable guests to take an accessible break in a nurturing, supportive and stimulating environment where they can regain their strength. We make a difference to the lives of our guests from Godalming and deliver tailored breaks that provide quality care and hospitality.

In a recent survey, Revitalise found that 5 out of 10 carers have been in their caring role over 10 years or more and a third have never had any significant time away since they started caring. The pressures of dealing with disability on a daily basis can be exhausting for carers. At Revitalise carers are able to join their loved ones at our centres for a break together or may elect to have some time away to themselves guilt free, secure in the knowledge that their loved one is being well looked after.



For carers who stay at home, it gives them the opportunity to do things often taken for granted, such as the gardening, going shopping and not having to keep to a restrictive schedule. Where carers opt to join disabled guests on a break, we ensure they have the opportunity to spend quality time together away from their responsibilities. At Revitalise carers hand over their role to us, allowing them to restore their spirits and reconnect with their loved one.

Providing quality care is our priority and our guests experience nursing care from our dedicated and highly qualified staff. A care package is put in place when guests book a break, alleviating them of any worries from the moment they arrive at the centre and enabling them to relax.

“The care offered at Revitalise is unique. I haven’t found anywhere else where I don’t need to organise assistance. The way guests are treated is very special”

Guests tell us that their time with Revitalise is special not just because of the professional care or trips, but what happens between people while they are with us. Last year 77% of guests told us they felt closer to the person they cared for or their carer after their break. Relationships come alive - beyond 'cared for' and 'carer', but between daughter and father, wife and husband; between one human being and another.

Our Volunteers

Revitalise provides inspirational opportunities for volunteers through its large and diverse volunteer programme, the largest programme of its kind in the UK. In 2016 we welcomed over 1,500 volunteers (80% of whom are aged 16-25) who stayed with us anywhere from a week up to a year. Volunteers joined us from across the UK through programmes such as the Duke of Edinburgh award, as well as internationally.



We aim to reward our volunteers with positive, challenging experiences that build confidence, encourage compassionate citizenship and develop CVs, helping prepare them for the world of work. The companionship offered by volunteers is vital to our service and is essential in creating the holiday magic that is unique to us:

“I am homebound due to my illness. I don’t socialise at home, but when I go on a respite break I go out and make new friends. I really enjoy it and love the volunteers: they are kind and warm and supportive. I feel happy when I go on a break and don’t feel lonely as I do at home”

Making a difference to disabled people and carers from Godalming

For 2017, Revitalise has a target fundraising contribution of £354 per guest. Last year we provided over 4,600 respite breaks to disabled guests and carers from the UK including 4 from Godalming. We hope that Godalming Town Council will consider a donation of £750 to help us provide a respite break for three disabled guests and their carers, making a significant difference to their quality of life.

Thank you for your kind consideration

Application to Godalming Town Council

Income and expenditure budget

To provide three breaks for disabled guests and carers from Godalming

Income	More detail	£
Guest fees	Total guest fees across 3 centres	4,164
Other income related to activity	Includes contracts	207
Local Donations	To our centres	3
Other Centre income	Includes centre shops, special activities	3
TOTAL		4,377
Expenditure to provide 3 breaks		
Average costs across 3 Revitalise centres in Essex; Southampton; Southport		
Staff and professional fees	Includes 24-hour on call nurses, care staff, recruitment, training	2,004
Property and Utilities	To maintain a safe, well equipped, functional and pleasant environment for guests. Inc maintenance, lifts, security, equipment, utilities	582
Meals and catering costs	All inclusive for guests. Includes volunteer	210
Direct costs for volunteers (excluding accommodation and catering)		57
Vehicle costs	Accessible and adapted transport	57
Entertainment and activities for guests	Day trips, in.house activities and entertainment	102
Other centre costs – medical supplies, health & safety, bedding, professional fees and sundries		135
Joan Brander Memorial Fund	Contribution to hardship[bursary for our most financially disadvantaged guests	171
Revitalise Support Fund	Revitalises own fund to support guests whose financial situation has changed	183
Advice and bookings	Central enquiries line and bookings team	108
IT costs	Central IT support costs	66
Marketing	Central marketing costs inc brochures, website, all outreach and promotions	174
Central functions for the organisation	Includes Finance, Business Development, Fundraising, HR	747
Capital equipment	Key capital items for the centres	477
Emergency operating costs	1 month's operating costs for the running of the organisation	366
TOTAL EXPENDITURE TO PROVIDE 3 BREAKS		5,439
Additional income to raise to provide 3 breaks for disabled guests and carers		1,062
<i>Equivalent contribution, per person/per one week break</i>		<i>354</i>

Surplus Compared To Budget

	<u>12 Months This Full Year</u>	<u>12 Months Last Year</u>
	Budget £000	Actual £000
<u>The Revitalise Centres</u>		
Jubilee Centre	219	218
Sandpipers Centre	561	437
Netley Centre	225	54
Ellerslie Court	42	29
Guest Subs - Central Revitalise Funds	(300)	(248)
Marketing for centres	(291)	(241)
Volunteers and Bookings Team	(198)	(168)
	<u>258</u>	<u>81</u>
<u>Revitalise Brand Extension Activities</u>		
Revitalise Enterprises	33	23
Revitalise Shops	180	157
Bullen	0	11
	<u>213</u>	<u>191</u>
<u>Fund Raising</u>		
Legacy Fund Raising	187	430
Trusts	763	745
Donations	82	132
Corporate	364	214
Community	32	25
Events	96	73
Local Authorities	45	33
	<u>1,569</u>	<u>1,652</u>
<u>Shared Marketing & Overheads</u>		
Marketing	(24)	(15)
Overheads	(1,508)	(1,385)
	<u>(1,532)</u>	<u>(1,400)</u>
Operating Surplus/(Deficit)	508	524
Exceptional Costs	0	(73)
Profit on Investment Revaluation	0	0
Capital Campaign Donations	0	50
Operating Surplus/(Deficit)	<u>508</u>	<u>501</u>

Revitalise

REVITALISE RESPITE HOLIDAYS

Annual Report and Consolidated

Accounts for the year ended 31st January 2017

Company Number 2044219. Registered Charity Number 295072.

Who we are

Revitalise is a national charity providing short breaks (respite care) for disabled people and carers. We also offer inspirational opportunities for volunteers through one of the largest, most diverse volunteer programmes in the UK.

Our mission

Our mission is to enable people with disabilities in the UK to access essential breaks with care, and provide inspirational volunteering opportunities.

Our year

- We provided 4,601 (2016 - 4,566) breaks to individuals, including carers, who are affected by serious disabilities or medical conditions, and desperately need respite care.
- Volunteers worked 3,221 (2016 – 3,467) weeks at our centres to ensure that all our guests had a break that offered fun, freedom and choice.
- Our 13 charity shops benefitted from 75 (2015 -98) volunteers working to raise funds to support our activities.
- Our residential centre at Ellerslie Court in Southport, provided a home for 13 adults with disabilities. In February 2013, we announced and commenced consultation on our intention to transfer Ellerslie Court, in line with the strategy set out in the Trustees' Report. On 28th July 2016, we completed the transfer of the home to an established residential care home operator.
- In January 2017, Simplyhealth became the sponsor of the Great Run Series. At the same time Revitalise was announced as Simplyhealth's headline charity for 2017. Revitalise is therefore set to benefit both financially and in terms of public awareness as a result of its association with Simplyhealth.

The team

Trustees

Mindy Sawhney Chairman

Mindy joined the Revitalise Board of Trustees in 2003, becoming Chairman in September 2010. Mindy runs her own consulting practice, advising clients in the private, public and voluntary sector on strategy, change and organisation development, both in the UK and overseas.

Linda Beaney Vice Chairman

Linda has been a trustee of Revitalise since 2009, when it took over London Care Connections, of which she had been a trustee for four years. Linda has recently retired as Chair of a firm of London residential estate agents which she started twenty years ago. Before that, she was the partner responsible for the London residential and development operation of Hamptons and for four years was Co-Chair of the Chelsea Harbour Residents Association. Additionally, Linda has for many years devoted part of her spare time to charitable causes and was formerly a director of the Hornchurch Theatre Trust and a member of the development council of Shakespeare's Globe. In 1984 she was made a Freeman of the City of London. Linda is a member of the Income and Market Development Committee and the board of Revitalise Enterprises Limited.

Philip White Vice Chairman

Philip joined the Board in 2009 having previously served as a committee member. Philip is an accountant and has worked in the finance sector for 25 years across a wide range of disciplines, specialising in risk for the past 7 years. Philip is a member of the Finance, Audit & Risk Committee.

Gavin Wright Vice Chairman

Gavin joined the Revitalise Board in 2011. Gavin is the Director Of Human Resources at the University Of Brighton and has had a varied career in both the private and public sector specialising in HR and people development.

Mike Ashton Chair of Income & Market Development Committee

Mike is the founder and current Managing Director of consulting and training business Ashton Brand Consulting Group (ABCG), which helps businesses to implement training solutions that transform their customer experience, manage change and enhance performance. In his varied career Mike has been a Strategic Brand Advisor to the Welsh Government.

Simon Law Chair of Finance, Audit & Risk Committee

Simon is currently Head of Audit at Nationwide Building Society. Previously Simon has been Finance Business Partner to the Chief Operations Officer at Nationwide. Simon's background is in stakeholder management, financial controls, financial appraisals and internal and external audit. Simon has been at Nationwide for over 9 years joining from Volvo Financial Services after qualifying at KPMG in Birmingham in 2000 where he specialised in financial services. Simon was also trustee of Nationwide's charitable foundation for 5 years until 2013.

REVITALISE

Richard Poxton Chair of Guest Experience Committee.

Richard joined the Revitalise Board in 2010 He has worked on the policy and development side of social care for much of his working life, most recently on a self-employed basis. He has spent much of the past few years working on issues to improve outcomes for people with learning disabilities.

Victoria Schneider

Victoria is a solicitor with Bates Wells and Braithwaite, where she specialises in advising charities and social enterprises. Before this position Victoria worked as an in-house solicitor at the NSPCC. Victoria a member of the Guest Experience Committee.

Peter Cheer Appointed 12th July 2016

Peter worked in social care services for 30 years, including 7 years with the Birmingham Health Authority and 16 years with Sense, the national deafblind charity, where he was Group Director of Operational Services for 6 years. In 2015, Peter founded a consultancy to provide support to providers who have to deliver person centred care and support. Peter is a member of the Guest Experience Committee.

Lesley Lindberg Appointed 27th September 2016

Lesley's career has been in senior marketing positions with global companies, including KLM Royal Dutch Airlines, Hertz and Williams Lea. In 2014, Lesley co-founded KOYO – Marketing Capability, a consulting company that helps executive and marketing teams to build customer led growth strategies, and create the teams to deliver them. Lesley is a member of the Income & Market Development Committee.

David Robinson Resigned 11th July 2017

Fran Woodard Resigned 4th April 2016

Patron

Samantha Cameron

Vice Presidents

Dame Judi Dench CH DBE

Hugh Kemsley OBE MA FRICS

Tim Prideaux

The Rt. Hon. The Lord Crawshaw

Sir Andrew Buchanan Bt

Dame Esther Rantzen CBE

Denis Green

John Spence OBE

Arthur Smith

REVITALISE

Honorary Ambassadors

Dan Bentley

Dan has been involved with the sport of Boccia for over 12 years, being a member of the Paralympics GB team in London in 2012, and winning a gold medal at the Paralympics in Beijing in 2008.

Nick Skelton CBE

Revitalise offered the position to Nick in 2016, due to his incredible show-jumping achievements, culminating in an individual show jumping gold at the 2016 Rio Olympics, and his personal experience of disability caused by a neck injury in 2000, from which Nick subsequently made a full recovery.

Nick has had a long and very successful career in equestrianism and received an OBE for services to equestrian sport in 2012. Later, Nick won a team show jumping gold medal at the London 2012 Olympics, and surpassed this with individual gold in Rio four years later - making him the oldest British Olympic gold medallist since 1908. For this, and in recognition of his continued service to equestrian sport, Nick was elevated to a CBE.

David Smith

David is the joint most successful British boccia player in history. David was a member of the British boccia team that won a gold medal at the 2008 Summer Paralympics in Beijing. David competed in the 2012 Summer Paralympics in London, winning a team bronze medal and an individual silver medal. At the 2016 Rio Summer Paralympics David won an individual gold medal.

Senior Management Team

None of the following are directors within the meaning of the Companies Act.

Chris Simmonds	Chief Executive.
Darren Holloran	Director of Operations.
John Parker	Finance Director and Company Secretary.
Andy Simons	Director of Marketing and Fund Raising.

Our advisers

Solicitors

Bond Dickinson
1 Whitehall Riverside
Leeds
LS1 4BN

Bankers

Barclays Bank
1 Churchill Place
London
E14 5HP

Statutory Auditors

haysmacintyre
26 Red Lion Square
London
WC2R 4AG

Our centres

Revitalise Jubilee Lodge

Grange Farm
High Road
Chigwell
Essex
IG7 6DP

Revitalise Netley Waterside

Abbey Hill
Netley Abbey
Southampton
Hampshire
SO31 5FA

Revitalise Sandpipers

Fairway
Southport
Merseyside
PR9 0LA

Our administration and registered office

212 Business Design Centre
52 Upper Street
London
N1 0QH

REVITALISE

Thank you to all our supporters

Revitalise would like to thank the following trusts, foundations, grant making bodies and companies for their generous support during the 2016/17 financial year:

ABF The Soldiers' Charity	John James Bristol Foundation
Adint Charitable Trust	Loppylugs and Barbara Morrison Charitable Trust
The Astley Trust	Loughton Town Council
Banbury Town Council	Louis and Valerie Freedman Charitable Settlement
The Boshler-Hinton Foundation	Mid Sussex District Council
Bruce Wake Charitable Trust	Millichope Foundation
Burgess Hill Town Council	Newlands Fund
Cantiacorum Foundation	Peacock Charitable Trust
City Bridge Trust	Portishead Town Council
Corsham Town Council	Queen Mary's Roehampton Trust
Derby and Derbyshire Disabled Soldiers' Settlement	RAF Benevolent Fund
Didcot Town Council	Richard Lawes Foundation
Donald Forrester Trust	Royal Leamington Spa Town Council
Dunhill Medical Trust	Royal Naval Benevolent Trust
E D Charitable Trust	Scouloudi Foundation
Epping Forest District Council	Seafarers UK
Eveson Charitable Trust	Simplyhealth
Felixstowe Town Council	Sobell Foundation
Garfield Weston Foundation	The Jessie Spencer Trust
Gerald Palmer Eling Trust	Sovereign Health Care
Greendale Trust	St Thomas' Dole Charity
Greenham Common Trust (The Good Exchange)	Stotfold Town Council
Helen Roll Charity	The Inman Charity
Inchrye Trust	Valentine Charitable Trust
	Westminster Amalgamated Charity

Our warmest thanks also go out to the many individuals who have made generous donations to Revitalise during the year. Every donation helps more disabled people and carers to get the break they deserve and need. We also thank the many hundreds of volunteers who gave their time and energy, fun and compassion, through their work at all the Revitalise centres and the Revitalise Shops: you are at the heart of the Revitalise magic.

In order to make a donation and find out more about the inspirational volunteering opportunities we offer, please log on to www.revitalise.org.uk or telephone 0303 303 0147.

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Chairman's Review

2016 has been another busy, productive year for Revitalise.

Our staff and volunteers have worked with imagination and commitment to provide almost 5,000 breaks for those who need 24 hour support and care.

At the same time as continuing to provide an excellent service for disabled people and carers from our current three centres, we have made good progress with our search to find a location within Worcestershire where we can open our fourth centre. We are determined to find a great location where we can advance our unique vision for respite holidays, and extend our service to the thousands of people who need a break.

During 2016, we invited Nick Skelton to become a Revitalise Honorary Ambassador. Nick is a world-renowned show jumping rider whose career has spanned nearly 38 years, winning thousands of classes and hundreds of Grand Prix' events. A very serious injury in September 2000 forced Nick to retire from show jumping in 2001 but he made an amazing recovery and made the courageous decision to compete again. I am inspired by his talent and determination, and delighted that he has accepted our offer.

In January 2017, we received some very exciting news: our friends at Simplyhealth have become the sponsor of the Great Run Series, and they have made Revitalise their nominated charity for 2017. The Great Run Series is the UK's biggest mass participation series of runs. Any runners enrolling for any of the Great Runs without a chosen charity, will be encouraged to run for Revitalise, and we plan to use the money raised to reach out to disabled people in acute financial hardship. Members of the Simplyhealth and Revitalise teams have already competed in a number of events, and many of us are targeting the Great South Run in the Autumn to run for Revitalise.

My thanks to all of our guests, volunteers, staff and supporters, who share their stories and gifts and in so doing make Revitalise a magical part of so many lives. I very much look forward to working together to make that magic available to many more people.

Mindy Sawhney
Chairman

Chief Executive's Review

2016 was another exciting year for Revitalise, as we provided a total of 4,601 breaks to disabled people and carers and our centres were on average 81% full, with Sandpipers again near capacity at 85%.

We are very pleased to be able to announce that we achieved an operating surplus of £459,000, an increase of 238% from last year's £136,000.

At Revitalise we understand that a respite holiday comes at a cost. This is not always affordable for some of our guests and with this in mind we challenged ourselves to do more to ensure those in need of respite breaks are able to take them.

Historically, all the breaks we provided were subsidised - but in 2016, for the first time ever the price of a break reflected what it cost, affording us the opportunity to direct our fundraised income to help those most in financial need. Through initiatives such as 'Before Breaking Point', The Joan Brander Memorial Fund and the newly launched Revitalise Support Fund we made over £600,000 available to those facing acute financial hardship.

Michelle, a carer for her mum and dad – who used the Fund said that she was able to leave the stress and hassle of their everyday lives behind and spend quality time together as a family. It is this strengthening of relationships that is at the core of what we do and why we must continue to seek ways to expand and I am confident that the progress we have made this year with our current centres will provide a solid base for future growth.

Increasing hardship funding is important to people like Michelle and our Vice President Dame Esther Rantzen kindly led our Christmas Campaign which shone a light on the issue of isolation and loneliness that affects many of our guests.

Another innovation in the year of which I am proud is our partnership with the Stroke Association to launch respite holidays for stroke survivors and their carers. An initial pilot week resulted in 87% of the participating stroke survivors reporting that they felt the positive effects of their breaks a month afterwards. We therefore rolled out the idea of dedicated weeks at all three of our centres in January 2017, with our nursing and care teams receiving specialist training from the Stroke Association.

With an increased number of guests visiting us 2016, 9 out of 10 rated their accommodation, level of care, level of service and their overall experience of Revitalise as good or excellent . 96 % of guests and carers told us proper breaks away were essential to sustaining a good caring relationship. It is with these heartening results that our determination and imagination to continue to fulfil our mission is stronger than ever as we move optimistically into 2017.

Chris Simmonds
Chief Executive

Trustees' Report

Objects and public benefit

Our objects are to promote the welfare and rehabilitation of physically disabled persons and promote other charitable purposes.

Our vision is a society in which choice and opportunity are available to all.

Our mission is to enable people with disabilities in the UK to access essential breaks with care, and to provide inspirational volunteering opportunities.

Our services are the provision of short breaks for people with disabilities and carers at our accessible centres, offering on-call 24-hour care, personal support and a choice of activities and excursions. Short breaks are run from Revitalise Jubilee Lodge in Essex, Revitalise Netley Waterside House in Southampton, and Revitalise Sandpipers in Southport.

Our partnerships enable us to work with others to achieve our aims, as this contributes both to service relevance and to the cost effective realisation of our purpose. We have active working relationships with a number of organisations, including the Multiple Sclerosis Society, Newlands Fund, Simplyhealth, the Stroke Association and Dementia Action Alliance, all of which are designed to make our services more accessible to the people who will most benefit from them.

Our public benefit can be measured by first, the number of people with disabilities to whom Revitalise provides essential services, together with their carers; second, the inspirational opportunities we offer to volunteers; and third the financial assistance we provide to help those in financial need.

In 2016, we provided 4,601 (2015 - 4,566) breaks to guests who might otherwise not have been able to take a break. According to our guest survey, 96% of guests would recommend a Revitalise break. Our average guest survey score is 1.6, where 1 is excellent and 2 is good.

Revitalise benefits people like Loraine and Chris :

Loraine Harris



Patricia is Loraine's mum and has been her full-time sole carer for 40 years. Having recently retired, Patricia has balanced being a busy single mum, with working and providing daily, round-the-clock care for her daughter with minimal support for herself.

As well as caring for Loraine, Patricia also looks after her son, his partner and their new born baby, who have just moved into the house. Patricia is extremely busy and was worried the lack of a break would be damaging to her health, which would mean being unable to care for Loraine. "I have a bad back myself", said Patricia, "and I need help showering Loraine. I'm supposed to be retired but I'm a full time carer. I get disturbed every night to help Loraine go to the toilet, as she is fully dependent on me. I've always enjoyed working but I do feel rushed off my feet".

Whilst Loraine was enjoying her break at Jubilee Lodge, Patricia had the opportunity to clean up the house and catch up on any bits of admin and sort through paperwork, which she didn't have time to do before. "Knowing she's going somewhere she loves, I don't have to worry about her and can relax. It sets me up for the next few months", explained Patricia. "It was wonderful to have a break and get things done. Loraine might go back for two weeks in the summer if we can; then I can finally get round to decorating her bedroom for her, which is long overdue".

The respite break has had a huge impact on Loraine, Patricia and other members of the family, particularly those who live with them. It has meant they can all have a rest and get things done they might not have been able to do before. When she goes to Jubilee Lodge, Loraine has people there who can help her and take her on days out. At home, Patricia doesn't want Loraine sitting in doors all the time, but as Loraine uses a wheelchair and Patricia has a scooter, they can't get very far and the places they can visit together are limited. "I feel very stressed about the lack of accessibility, but so happy that Loraine is having a good time at the centre. As soon as she comes back, she asks when she can go again. I'd love her to be able to go on more breaks."

The week-long break meant Loraine was able to do some of the things she loves and meet new people and it gave Patricia much-needed time to relax and concentrate on herself. Patricia said, "If she (Loraine) didn't go away at all, life would be difficult. I would be unhappy and worry I'd make myself ill. It has been a life saver."

Chris Wertheim



Chris and his wife Mieke have always enjoyed a busy, active life together. However, their lives suddenly and unexpectedly changed when Chris suffered a stroke and four years later, he now lives with dementia. Wanting to support her husband as much as possible, Mieke is now Chris' full-time carer, providing him with much needed daily support, both physically and mentally.

Although unsteady on his feet and needing to use a wheelchair at times, Chris is determined to continue his active lifestyle and with Mieke's assistance and ability to drive him to appointments, he attends weekly yoga, pilates and fall-prevention classes, lessons to improve his confidence and self-esteem and participates in a singing group.

As well as making sure Chris stays active, Mieke organises his correspondence, travel arrangements and medical appointments, making sure he is accompanied and supervised on his visits, which leaves little time for her to manage her own needs. She also supports Chris with his personal care, household tasks and prepares all of his meals. After four years without respite and bearing the responsibility of being his sole carer, Chris and Mieke both agreed they needed a break before she burnt out. "I wanted to make sure Mieke had a break and live her life on her own time", said Chris.

Chris and Mieke have struggled to find a suitable place which provides respite breaks that are easy to get to and meets Chris' needs. The break at Jubilee Lodge allowed Chris to rest, do things in his own time and go to bed when he wanted. "It was nice to build up a rapport with the staff and volunteers. I used to be a lecturer and bought some of my reading material with me which I shared with the volunteers. They asked lots of questions and we shared stories - they also kept me topped up with lots of tea!"

Having the break at Jubilee Lodge was a big step for Chris, as he is so used to having Mieke's round-the-clock support and doesn't like to do things without her. "It's not easy to cope with someone like me. I can become forgetful and my communication isn't good, but I knew the break would take the burden off Mieke", explained Chris. It was important for him that whilst he was away, for Mieke not to worry and make the most of the opportunity and go away herself. "(At Jubilee Lodge) when I felt unsteady on my feet, I could ask for assistance and felt safe. I didn't fall once during the holiday, which was brilliant! The volunteers do want to learn how to deal with disabled people - they are very caring".

Whilst Chris was away, Mieke felt fully refreshed. She had longed to go away herself so drove down to the south coast on her own and spent the time relaxing, spending time by herself and

REVITALISE

visiting antique fairs – something which isn't accessible to her when she's with Chris. "It gave us a very nice break", said Mieke. "I felt refreshed and relaxed and happy that Chris was being looked after. Chris was very happy when he came back and he really enjoyed the break. We are now agreeing that we need to do this more often".

We provided 1,460 (2015 – 1,460) volunteers with the opportunity to work with us in providing a memorable experience for guests, as well as obtaining a valuable and rewarding experience themselves. 86% of our volunteers are aged between 17 and 25. Our average volunteer score rating their satisfaction with their Revitalise volunteering experience, is 1.1, where again 1 is excellent and 2 is good.

Our fundraising enabled us to provide additional assistance totalling £620,000 to those facing particular financial hardship. We do this through a special fund established in honour of our founder, Mrs Joan Brander. This year the Joan Brander Memorial Fund aided 298 (2016 – 278) individuals and families who have been prevented from taking a break for as many as 10 years due to financial hardship. We also gave financial assistance for a break to a further 213 (2016 – 129) people as a result of a generous donation from simplyhealth, the health insurance provider. Finally, Revitalise has created its own support fund in 2016, which gave financial assistance to 298 people who were suffering from a demonstrable deterioration in their financial circumstances.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning its future activities. In particular, the Trustees consider that the new planned activities will contribute to the aims and objectives that have been set.

Strategic Report

Review of activities for 2016/17

In the years up to 2009, Revitalise followed a strategy of diversification and acquired a number of other services, some in areas in which we are not significant providers. The environment in which we operate is not an easy one and has become increasingly challenging, with significant competition for fundraising income and changes to government and local authority funding. The demands of our guests are also changing along with their expectations of the services we provide. In early 2010, the Board of Trustees undertook a major review of the Charity's position. We reviewed our mission and vision and reviewed the services we provided against that benchmark. As a result of that review, the Board agreed upon a strategy for the next five years, namely:

- Focus on the core service of providing essential breaks with care for people with disabilities and their carers, providing superb nursing and social care, together with memorable experiences
- Transfer responsibility for services not core to our mission to other providers
- Strengthen service sustainability through reducing costs and increasing fees to cover the costs of service delivery
- Emphasise our commitment to providing inspirational volunteering opportunities
- Increase reserve fundraising income to invest in:
 - The guest experience and service quality
 - Financial subsidies for guests in greatest need
- Reach out to greater numbers of disabled people and carers

REVITALISE

- Strengthen the trustee and executive team.

In the past year we have successfully maintained the high number of guests benefitting from services provided by the Charity, and we have continued to seek opportunities to grow our core service of providing essential breaks with care.

This has meant that during this period we have:

- On 28th July 2016, we completed the transfer to an established residential care home operator of Ellerslie Court, our residential care centre in Southport.
- Continued the search for a site in Worcestershire on which to build our fourth centre
- Continued to promote our Beyond Respite Capital Campaign to help fund the new centres
- Strengthened the Board with the addition of Peter Cheer, who has 30 years experience of working in social care services, and of Lesley Lindberg, who has had senior marketing positions within global companies and co-founded a marketing consultancy.

Future plans

We are now entering a period where we need to add capacity in order to allow us to provide more essential breaks and increase our social impact.

In particular, in the next year we intend to:

- Offer more memorable, inspirational breaks, tailored to individual guests.
- Finalise plans for our new centre in Worcestershire.
- Further develop our volunteering programme to enhance the experience of both the guest and of the volunteer, and to inspire a new generation of people.
- Establish our new approach to pricing through charging breaks at the level they cost to provide, whilst dedicating significant funds to support those in financial need..

Financial review

Financial performance

We have traditionally increased our break base prices by the smallest amount possible and bridged the gap between the price that we charge guests and the actual cost of providing the break through our own fund raising. This has meant that the breaks for all guests have been subsidised by the same amount, whether they could have afforded the full cost or not.

In December 2015, we decided to change our pricing strategy for 2016, by increasing the break prices to equal their cost, but to significantly increase the amount of funding available for those who cannot afford a break.

We therefore believe that we have successfully provided our breaks with those persons that can afford the break paying its cost to provide, and those persons who need a break but cannot afford it, receiving funding from one of the funds described on page 14.

REVITALISE

We have continued to manage our finances to an appropriate operating surplus, whilst benefitting as many guests as possible and also continuing to invest regular sensible amounts of money in our facilities and services.

Movement in Funds

The net movement in funds for the year was:

	2017	2016
	£000	£000
Operational surplus	459	136
Capital campaign donations	50	732
Net movement in funds	<u>509</u>	<u>868</u>

Transfer of Residential Centre

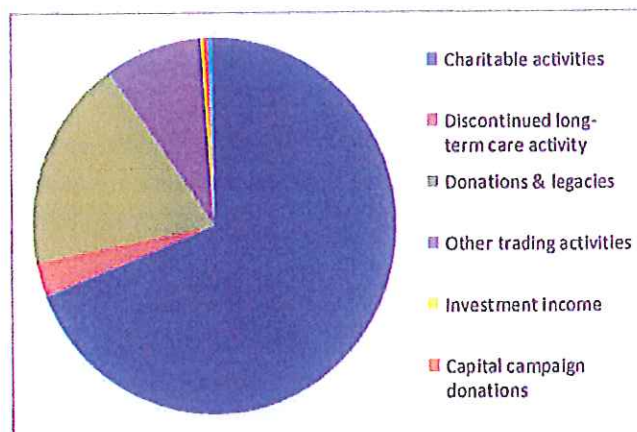
On 28th July 2016, we transferred Ellerslie Court to an established residential care home operator. The agreement is for the new operator to purchase the care home and to rent the property within which it operates, from the Charity. The new operator also has the exclusive option to purchase the property within a period of two years. The charity expects this transfer to yield cash proceeds, net of transaction costs, not less than the book value of £523,000 as at 31st January 2017.

REVITALISE

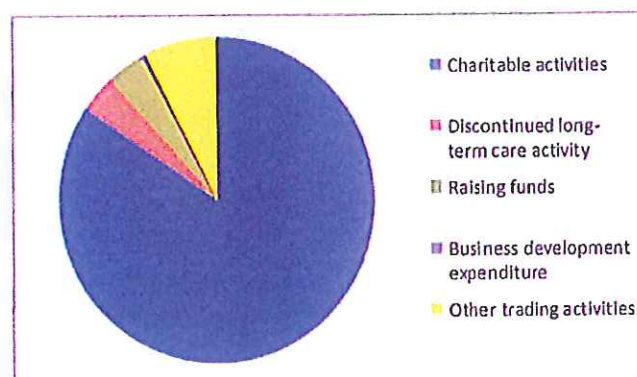
Sources of Revenues and Use of Expenditure

Our sources of revenues and use of expenditure are as follows:

Income	
Charitable activities	6,497
Discontinued long-term care activity	278
Donations & legacies	1,732
Other trading activities	812
Investment income	12
Capital campaign donations	50
Other income	46
Total	9,427



Expenditure	
Charitable activities	7,547
Discontinued long-term care activity	325
Raising funds	349
Business development expenditure	38
Other trading activities	659
Total	8,918



Reserves Policy

The Charity needs reserves so that it can continue its operations in the event of an unforeseen shortfall in income, or increase in costs. This is important in order that we can continue to support our guests and their carers, whilst also moving forward our long term project to add additional Revitalise centres.

The Charity requires reserves in order to cover the potential timing differences between the receipt of its revenues and its expenditure, which is largely fixed in nature.

Looking at the historical and budgeted cash flow trends, the Charity considers that a reserves policy comprising its expenditure for a period of 3 months would be appropriate, which is £2,000,000.

Working capital funds at 31st January 2017 were £1,859,000 (2016 - £1,163,000), being £141,000 (2016 - £837,000) below target. The Trustees will continue to monitor both the reserves target and actual reserves level, with the aim to reach the target as soon as possible.

Investment Policy

The Charity has placed no cash into investments since 2010 and all funds are held as cash in current or deposit accounts.

Fundraising policy

With a policy of pricing its breaks to equal the cost of providing its services, Revitalise now looks to its fundraising activities to finance its support for guests who cannot afford a break, and the further development of its existing and proposed new centres.

The Revitalise fundraising activities comprise:

- Applications to trusts and foundations.
- Legacies.
- The fundraising activities of each centre's supporters friends group.
- Corporate donations.
- Sponsorship monies from participants in events.
- Individual donations.
- Grants from local councils.

Revitalise carries out these activities itself and does not utilise the services of any professional fundraising organisations.

Revitalise is registered with the new Fundraising Regulator and follows its Code Of Fundraising Practice.

The Revitalise approach to fundraising is to build long term relationships with supporters and to not make requests that are unreasonably persistent. By the nature of it providing services to physically disabled adults, Revitalise takes great care to ensure that it does not seek donations from vulnerable people.

This approach is supported by the Revitalise Fundraising Promise:

- We will always tell you how your money is being spent, to show how you are helping provide an essential service to disabled people
- We do not phone people to solicit money; we will never cold call you or anyone else to ask for donations
- We will never sell your data, or share it with anyone
- If you say that you want to hear from us less, or not at all, we will make sure your wishes are honoured

It is very rare for Revitalise to receive a complaint about its fundraising activities. Should a complaint be received, it would follow our Complaints Policy, which in summary is:

- Initial response within 10 working days
- Full response within 20 working days
- If not satisfied, escalate to the Chief Executive
- If still not satisfied, escalate to the Fundraising Regulator

Structure, governance and management

The Charity is governed by its Memorandum and Articles of Association, which were last amended in 2014.

Board of Trustees

The Board of Trustees ("the Board") is responsible for the overall governance of the Charity. Trustees are elected and although the number of trustees is currently limited to 20, it is within the power of the Board to amend this figure if appropriate. Trustees serve for a term of three years and at the end of that period are eligible to offer themselves for re-election.

Board meetings take place 4 times a year. The Board normally meets with the Charity's Senior Management Team, but it also has closed sessions. It is the responsibility of the Board to develop organisational strategies in partnership with the Senior Management Team and to review operational performance, to set budgets and approve operating plans. New trustees who join the Board receive an induction to help them understand the work of the Charity and the environment in which it operates. This aids effective and informed decision-making.

In the periods between Board meetings, Senior Officers meetings take place, at which the Chairman, Vice Chairmen, and Chairs of the committees described below, meet with the Chief Executive to review current performance and issues arising.

The Board delegates the exercise of certain powers in connection with the management and administration of the Charity as set out below. This is controlled through regular reporting back to the Board so that the Trustees can oversee all decisions made under delegated powers. The committees and individuals to which the delegation takes place are shown below.

The Board delegates powers to the following committees and individuals.

Finance, Audit & Risk Committee

The Finance, Audit and Risk Committee comprises at least three trustees, together with two expert friends, and is attended by the Chief Executive, the Finance Director and the Company Secretary, along with other staff members as necessary. Its role is to provide the Board with impartial advice on the effectiveness of the Charity's financial performance, risk and control arrangements. It provides scrutiny of the Charity's systems and processes, ensuring that these are robust and fit for purpose and ensures that risks are catalogued, along with their control systems, investigating on behalf of the Board, anything that threatens or adversely affects the accomplishment of the charity's aims and objectives.

Income & Market Development Committee

The Income and Market Development Committee comprises at least three trustees, together with two expert friends, and is attended by the Chief Executive, the Finance Director, the Director of Marketing and Fund Raising. Its role is to review fundraising, communications and marketing plans, to support the Senior Management Team in developing new marketing and fundraising initiatives and to monitor subsequent performance.

Guest Experience Committee

The Guest Experience Committee comprises at least two trustees, together with an expert friend and a regular guest at our centres, and is attended by the Chief Executive, the Director of

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Operations and the Head of Care and Quality. Its role is to ensure Revitalise puts the guest experience, which is a combination of high quality and safe care and excellent hospitality, at the heart of the service we offer, to assure the Board that the organisation is compliant with all regulatory and legal matters in relation to guest experience, and to ensure that the Charity has all the necessary systems and processes in place to effectively deliver an excellent guest experience.

Portfolios

There are two agreed portfolios whereby individual trustees act as a gateway for Revitalise expertise on key areas. These are Property and Remuneration. The portfolio holders are able to convene working groups, when needed, in consultation with the Chairman.

Remuneration policy

The Remuneration Committee comprises at least two trustees. It sets the pay and remuneration for the key staff, and the strategy for pay reviews for the remainder of the employees.

The key staff comprise the Senior Management Team and the General Managers of the centres.

In setting pay the Remuneration Committee takes into account available market information, the performance of the Charity in achieving its financial objectives, and statutory obligations such as the new Living Wage.

Chief Executive

The Chief Executive is responsible for the day-to-day management of the Charity's affairs and for implementing policies agreed by the Board. The Chief Executive is assisted by a team of Senior Managers and other staff.

Group structure

The Charity has three wholly owned subsidiary companies:

- Revitalise Enterprises Limited

Revitalise Enterprises Limited carried out non-charitable trading activities to raise funds, donated under Gift Aid, to the Charity. During the year it donated £153,131 (2016 - £177,541). After taking account of this donation there was a deficit of £596 for the year (2016 - £Nil). On 1st February 2017, its activities were transferred into Revitalise Respite Holidays and Revitalise Enterprises Limited became non-trading.

- Revitalise Design & Build Limited

Revitalise Design & Build Limited was incorporated on 22nd December 2016, to undertake the design and construction of new respite centres for Revitalise Respite Holidays to operate. In the period from incorporation to 31st January 2017, it incurred preliminary expenses of £38,000.

- Vitalise Limited

Vitalise Limited is non-trading.

Risk management and internal control

Revitalise maintains a comprehensive Risk and Issues Register. This register is the principal tool for the management of risk and the Finance, Audit and Risk Committee monitors the key risks identified.

The principal risks facing the charity are:

- **Reputational** – Revitalise draws a large proportion of its income from members of the public through donations and the use of its charitable services. Because of this it takes every step to communicate regularly with stakeholders. It also seeks to portray a positive image in the media through regular events, press releases and promotional materials.
- **Operational** – The Charity works with a wide range of different client groups in a variety of settings, involving many staff and volunteers. This provides the organisation with a large number of potentially serious risks to manage including health and safety and the welfare of all involved. These are managed through an active programme of audits, regular site visits and reviews by senior staff, along with induction training for all staff and volunteers, pre-admission review of guests' needs and the maintenance of high standards through adherence to clear and robust policies. Our Clinical Governance programme, established in 2009 has continued to bring significant improvements.
- **Financial** – While the Charity operates with a robust set of financial controls and strong balance sheets, it continues to operate in cyclical and potentially vulnerable markets. The Charity remains committed to developing its reserves and reviewing financial plans and budgets to ensure that financial risks are minimised. The Charity uses a three year plan, annual detailed budget, monthly accounts and reforecasts, cash flow forecasts and other regular reports, to help mitigate these financial risks.

As part of this risk management process, the Trustees acknowledge their responsibility for the charity's system of internal controls and for reviewing its effectiveness. Their response to these risks is stated in the Reserves Policy above.

Staff and volunteers

Staff

Revitalise is working towards being an employer of choice for its staff. As a service provider, our employees are the heart of what we do. We expect from them commitment to our charitable mission and high levels of performance. In order to achieve this we try to ensure that employees are kept informed about the Charity's strategy and objectives, as well as day-to-day news and events. We do this through many channels, including a staff newsletter, and twice-yearly "roadshows", where the Chief Executive and Chairman meet with staff teams in each of the centres to engage them in the Charity's mission, values, current performance, and future plans. We hold an annual leadership conference, bringing together senior and middle managers, and Trustees, to create future plans.

Revitalise strives for equal opportunities and has policies and procedures in place to ensure that recruitment and promotion are on the basis of aptitude and ability without discrimination. The Charity is also dedicated to the continued employment and retraining of employees who become disabled whilst employed by the organisation. The Charity is committed to the training and career

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development of all employees. An individual's personal and professional development is assisted through annual appraisal and supervision. Training programmes are provided to meet on-going needs, with the aim of developing employees for both their current and future roles. Staff are rewarded for gaining relevant qualifications.

Volunteers

Volunteers continue to play a critically important role at Revitalise. Volunteers operate at all levels of the organisation and make so much of what we offer unique. Guests in our centres tell us that volunteers add a significant additional element to all of their breaks and help to make a Revitalise break feel like a real break. Volunteers also work in our charity shops, in shops within the centres, on fundraising events and in countless other ways. It is not possible to monetise the contribution of volunteers – but to our guests, it is priceless.

Statement of Trustees' responsibilities

The Trustees (who are also directors of Revitalise Respite Holidays for the purposes of company law) are responsible for preparing the trustees' report, the strategic report, and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable company/group for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom

REVITALISE

governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The Trustees of the Charity guarantee to contribute an amount not exceeding £1 to the assets of the Charity in the event of winding up. The total number of such guarantees at 31st January 2017 was 11 (2016: 10). The Trustees are Members of the Charity, but this entitles them only to voting rights. The Trustees have no beneficial interest in the group or the Charity.

Auditors

haysmacintyre are the Charity's auditors and a proposal will be made at the Annual General Meeting to re-appoint them for the 2017/18 financial year.



By order of the Board of Trustees

John Parker, Company Secretary
11th July 2017

Independent Auditors' Report to the Members of Revitalise Respite Holidays

We have audited the financial statements of the Revitalise Respite Holidays for the year ended 31 January 2017 which comprise the Group Statement of Financial Activities, the Group and Parent Company Balance Sheet, the Group Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102 *the Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the Statement of Trustees' Responsibilities set out on page 22, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. We have been appointed auditor under the Companies Act 2006. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at www.frc.org.uk/auditscopeukprivate.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group and company's affairs as at 31 January 2017 and of its result for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the Trustees report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The Trustees' report has been prepared in accordance with applicable legal requirements.

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Report of the Directors and take advantage of the small companies exemption from the requirement to prepare a strategic report.



Bernie Watson
Senior Statutory Auditor
for and on behalf of haysmacintyre
Statutory Auditors
11th July 2017

26 Red Lion Square
London
WC1R 4AG

REVITALISE RESPITE HOLIDAYS

Consolidated Statement of Financial Activities (SOFA) Incorporating Income and Expenditure Account for the Year to 31st January 2017

Notes	Unrestricted funds	Restricted funds	Total year ended 31st Jan 2017	Unrestricted funds	Restricted funds	Total year ended 31st Jan 2016
	(Note 18) £'000	(Note 17) £'000	£'000	(Note 18) £'000	(Note 17) £'000	£'000
Income and endowments from:						
3	754	978	1,732	810	815	1,625
1f	6,497	-	6,497	5,368	-	5,368
10	812	-	812	775	-	775
4	7	5	12	5	5	10
	46	-	46	27	-	27
	8,116	983	9,099	6,985	820	7,805
	-	50	50	-	732	732
	8,116	1,033	9,149	6,985	1,552	8,537
Discontinued Activities						
2	248	-	248	414	-	414
2	30	-	30	-	-	-
	278	0	278	414	0	414
	8,394	1,033	9,427	7,399	1,552	8,951
Expenditure on:						
	349	-	349	350	-	350
	6,536	1,011	7,547	5,848	776	6,624
10	659	-	659	597	-	597
10	38	-	38	-	-	0
	7,582	1,011	8,593	6,795	776	7,571
Discontinued Activities						
2	325	-	325	512	-	512
	325	0	325	512	0	512
7,9	7,907	1,011	8,918	7,307	776	8,083
	487	22	509	92	776	868
	-	-	-	-	-	-
	487	22	509	92	776	868
Reconciliation of funds:						
	4,728	1,824	6,552	4,636	1,048	5,684
17,18,20	5,215	1,846	7,061	4,728	1,824	6,552

There were no other recognised gains or losses, other than the above.
The accompanying notes are an integral part of this statement of group financial activities.

REVITALISE RESPITE HOLIDAYS

Company No. 2044219

Balance Sheets

as at 31st January 2017

Notes		Consolidated		Charity	
		2017 £'000	2016 £'000	2017 £'000	2016 £'000
	Fixed assets				
11	Tangible assets	3,831	4,054	3,824	4,043
12	Investments	45	45	45	45
		<u>3,876</u>	<u>4,099</u>	<u>3,869</u>	<u>4,088</u>
	Current assets				
13	Stocks	25	30	7	7
14	Debtors	616	507	953	827
15	Bank deposits and cash	3,932	3,371	3,617	3,044
		<u>4,573</u>	<u>3,908</u>	<u>4,577</u>	<u>3,878</u>
	Liabilities				
16	Creditors - amounts falling due within one year	(1,073)	(1,103)	(1,036)	(1,066)
	Net current assets	<u>3,500</u>	<u>2,805</u>	<u>3,541</u>	<u>2,812</u>
	Total assets less current liabilities	7,376	6,904	7,410	6,900
16	Creditors - amounts falling due after more than one year	(315)	(352)	(315)	(352)
	Total net assets	<u>7,061</u>	<u>6,552</u>	<u>7,095</u>	<u>6,548</u>
	The funds of the charity:				
17	Restricted income funds	1,846	1,824	1,846	1,824
18	Unrestricted funds - designated	5,211	4,724	5,249	4,724
18	Unrestricted funds - non-charitable trading funds	4	4	-	-
	Total charity funds	<u>7,061</u>	<u>6,552</u>	<u>7,095</u>	<u>6,548</u>
		0			

Approved by the Board of Trustees on 11th July 2017 and signed on its behalf by:



Mindy Sawhney
Chairman

REVITALISE RESPITE HOLIDAYS

Consolidated Cash Flow Statement for the Year Ended 31st January 2017

	2017 £'000	2016 £'000
Cash flows from operating activities:		
Net Cash Provided	628	1,821
Cash flows from investing activities:		
Dividends, interest and rent from investments	12	10
Purchase of plant, plant and equipment	(54)	(48)
Net cash used in investing activities	<u>(42)</u>	<u>(38)</u>
Cash flows from financing activities:		
Disposal Of Fixed Asset	2	-
Repayment of borrowings	(27)	(49)
Net cash used in financing activities	<u>(25)</u>	<u>(49)</u>
Change in cash and cash equivalents in the reporting period	561	1,734
Cash and cash equivalents at the beginning of the reporting period	3,371	1,637
Cash and cash equivalents at the end of the reporting period	<u>3,932</u>	<u>3,371</u>

Reconciliation of net income to net cash flow from operating activities

	2017 £'000	2016 £'000
Net Income for the reporting period as per the statement of financial activities	609	868
Adjusted for:		
Depreciation charge	275	303
Dividends, interest and rent from investments	(12)	(10)
Increase in investments	-	-
Decrease / (increase) stocks	5	(9)
Decrease / in debtors	(110)	358
(Decrease) / increase in creditors	(22)	311
Decrease in defined benefit pension scheme liability	(17)	-
Net cash provided / (utilised) by operating activities	<u>628</u>	<u>1,821</u>

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts for the Year Ended 31st January 2017

1 Accounting policies

a Basis of accounting

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of fixed assets, and in accordance with applicable accounting standards and the Companies Act 2006. They comply with the recommendations in the Statement of Recommended Practice 'Accounting and Reporting by Charities' (the Charities SORP FRS 102). In the opinion of the directors the charitable company is a going concern and therefore the accounts have been drawn up on a going concern basis.

These financial statements consolidate the results of the charitable company and its wholly-owned subsidiaries, Revitalise Enterprises Ltd, Revitalise Design & Build Limited, and Vitalise Limited, on a line by line basis. Transactions and balances between the charitable company and its subsidiaries have been eliminated from the consolidated financial statements. Balances between the companies are disclosed in the notes of the charitable company's balance sheet. A separate statement of financial activities, or income and expenditure account, for the charitable company itself is not presented because the charitable company has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and SORP 2015.

b Voluntary Income

Voluntary Income received by way of donations and gifts is included in full in the statement of financial activities when received.

c Grants

Revenue grants are credited to the statement of financial activities when received or receivable whichever is earlier.

Where unconditional entitlement to grants receivable is dependent upon fulfilment of conditions within the charity's control, the incoming resources are recognised when there is sufficient evidence that conditions will be met. Where there is uncertainty as to whether the charity can meet such conditions the incoming resource is deferred.

d Legacies

Income from legacies is accounted for on a receivable basis, and is recognised in full in the financial statements in the period in which probate is granted, and where there is certainty of entitlement and the sum to be received.

e Investments

The investments comprise a property held at cost. As stated in note 12, on 28th March 2017, the company completed the sale of the property for consideration in excess of its balance sheet valuation. The trustees therefore consider there to be no impairment in this value.

f Incoming resources from charitable activities

Fees from breaks, holidays, continuing care and day services are recognised in the financial statements in the year in which the break or holiday occurs or the service is provided.

g Trading subsidiary income

Income from the sales of goods and services is derived from ordinary activities and is stated net of VAT.

h Gifts in kind

Gifts in kind represent assets donated for distribution or use by the charity. Assets given for use by the charity are recognised when receivable. Gifts in kind are valued at the amount the charity would otherwise have paid for the assets. Donated goods for resale through charity shops are not recognised in the financial statements as gifts in kind.

i Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis and, because the charity is unable to recover any UK Value Added Tax paid, inclusive of that irrecoverable VAT. Resources expended are allocated to the particular activity where the cost relates directly to that activity. Overhead and other costs not directly attributable to particular functional activity categories are apportioned over the relevant categories on the basis of the activities given below.

<u>Cost type</u>	<u>Basis of allocation</u>
Office and HQ costs	Space and facilities used
Operational management	Activity numbers in Centres e.g. guest weeks
Information technology	Resources supported per department
Volunteer recruitment	Volunteer numbers supplied
Booking services	Numbers of guests booked
Marketing	Proportion of resources used

The costs shown under charitable activities by objective are the gross costs of running services. Staff are not allowed to carry forward holidays and therefore no provision is required. Staff termination costs are accounted for in the year in which they fall due.

j Fundraising costs

Fundraising costs consist of the payroll costs of fundraisers together with their office costs and specific fundraising expenditure. Also included are associated IT and premises costs as well as an element of common central costs as above.

k Governance costs

These are the costs associated with the governance arrangements of the charity which relate to the general running of the charity as opposed to costs associated with fundraising or charitable activities. The costs will normally include external audit, legal advice for trustees and costs associated with constitutional and statutory requirements such as the cost of trustee meetings.

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts

l Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities over the period of the lease on a straight line basis.

m Pension costs

The charitable company operates two defined contribution pension schemes with Nest and the Pensions Trust. The assets of the schemes are held separately from those of the charitable company in independently administered funds. The pension cost charge represents contributions payable under the scheme by the charitable company to the fund. There were no outstanding or prepaid contributions at the balance sheet date.

n Capitalisation policy and depreciation

Fixed assets, being assets with a useful life greater than one year, are stated at cost. Items purchased with a value greater than £500 are capitalised.

Depreciation is provided on fixed assets capitalised in the financial statements in order to write off the cost of each asset over its expected useful life on a straight line basis, as follows:

Cars	3-5 years
Buses	3-5 years
Building equipment	5 years
Freehold and leasehold buildings	
Freehold Buildings	50 years
Freehold Improvements	10 years
Leasehold Buildings	length of lease
Leasehold Improvements	length of lease - 10 years
Office equipment	5 years
IT systems	3 years
Operating equipment	5 years

Leasehold properties are amortised on a straight line basis over the period of the leases.

o Value of land and buildings

The charitable company's interests in freehold and leasehold property are stated in the balance sheet at their current market valuations.

p Stocks

Stocks are stated at the lower of cost and net realisable value. In general, cost is determined on a first in first out basis and includes transport and handling costs. Net realisable value is the price at which stocks can be sold in the normal course of business after allowing for the costs of realisation. Provision is made where necessary for obsolete, slow moving and defective stocks. No value has been placed on donated goods held for resale.

q Deferred Income

Income relating to future financial periods has been deferred and is shown in note 16 below. Income is deferred if the activity that it relates to takes place in a future period.

r Restricted funds

Such funds are subject to specific restrictions imposed by donors. The purposes and uses of such funds are set out in note 17 to the accounts.

s Unrestricted funds

Such funds are general funds, or have been set aside at the discretion of the trustees for specific purposes as set out in note 18 to the accounts. The Fixed Asset Fund represents the net book value of tangible fixed assets after the deduction of depreciation, and taking into account any additions and disposals in the year.

t Foreign currencies

Transactions in foreign currencies are recorded at the rate prevailing at the date of the transaction. Monetary assets and liabilities are re-translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

u Transfers between funds

Transfers are made from or between restricted funds when this is allowed by the terms of the donation or where permission has been obtained from the donor. Transfers are made from or between unrestricted funds following approval by the trustees.

v Debtors / Creditors Policy

Short term debtors are measured at transaction price, less any impairment. Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

w Significant Judgements Policy Statement.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgment in applying the Company's accounting policies.

x Financial Instruments

The Company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade debtors and other accounts receivable and payable, and loans from banks and other third parties.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Income Statement.

2 Discontinued activities

The discontinued activities are as follows:

Year ended 31st January 2017 -

On 28th July 2016, the company transferred its Revitalise Ellerslie Court residential home to an established care operator. The sale of the property yielded goodwill of £30,000. The company continues to own the freehold property in which the activity continues to operate and for which it receives rental income. The new operator holds an exclusive option to purchase the freehold.

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts

property for a period of 2 years from 28th July 2016, at its market value of £500,000.

3 Voluntary income

	Unrestricted £'000	Restricted £'000	2017 £'000	2016 £'000
Donations, Grants and Gifts	523	978	1,501	1,132
Legacies	231	-	231	493
Total	754	978	1,732	1,625

	2017 £'000	2016 £'000
The total value of unrestricted donations received from the Trustees during the year	1	1

4 Investment income

	Unrestricted £'000	Restricted £'000	2017 £'000	2016 £'000
Interest received	7	5	12	10
	7	5	12	10

5 Total resources expended

This is stated after charging:

	2017 £'000	2016 £'000
Audit fees	24	23
Other fees to auditors	5	-
Depreciation	215	303
Operating rentals	67	67
- equipment	60	55
- London Office rental	131	135
- other assets	562	583

During the year 7 trustees (2016: 6) received reimbursement of travel costs including those paid direct by the charity totalling £3,734 (2016: £2,181) but no emoluments. During the year, trustees' indemnity insurance was provided at a cost of £2,080 (2016: £2,014)

6 Support costs directly attributed to services and fundraising activities

	Central admin. £'000	Reservations £'000	Volunteers department £'000	IT £'000	Marketing £'000	Total £'000
Fundraising costs	40	-	-	10	20	70
Breaks for disabled people and carers	741	225	13	73	419	1,471
Continuing & longer-term care	-	-	-	-	-	-
Total group	781	225	13	83	439	1,541

For details on apportionment basis see note 11 above.

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts

7 Analysis of total resources expended

	Direct staff costs £'000	Overheads and support costs £'000	Other £'000	2017 Total £'000	2016 Total £'000
Cost of generating funds:					
Fundraising costs					
Investment for future fundraising	-	-	24	24	18
Management	210	70	-	280	269
Legacies	-	-	2	2	3
Trusts	-	-	10	10	29
Corporate and Events	-	-	33	33	31
Costs of trading subsidiary - charity shops	320	-	184	504	480
Costs of trading subsidiary - other activities	-	-	155	155	117
	<u>530</u>	<u>70</u>	<u>408</u>	<u>1,008</u>	<u>947</u>

The 'Overheads and support costs' shown above include the full costs of providing accommodation and management support for the fundraising department, along with the costs of providing marketing, public relations and communications for the department.

	Direct staff costs £'000	Overheads and support costs £'000	Other £'000	Direct depreciation £'000	Discounts/ Subsidies £'000	2017 Total £'000	2016 Total £'000
Charitable expenditure on activities in furtherance of the charity's objectives:							
Breaks for disabled people and carers	3,321	1,471	1,630	246	850	7,524	6,601
Continuing and longer-term care	-	-	-	-	-	-	0
Governance costs	-	-	23	-	-	23	23
	<u>3,321</u>	<u>1,471</u>	<u>1,653</u>	<u>246</u>	<u>850</u>	<u>7,547</u>	<u>6,624</u>
Cost of generating funds	530	70	408	-	-	1,008	917
Total resources expended	<u>3,851</u>	<u>1,541</u>	<u>2,061</u>	<u>246</u>	<u>850</u>	<u>8,555</u>	<u>7,541</u>

The total direct staff costs and the direct depreciation costs shown above include only those costs which can be directly attributed to an activity. The total staffing costs for the organisation are shown in note 8 below which incorporates the costs of both direct and indirect staffing. Governance costs comprise audit costs as per note 5.

8 Staff costs

Staff costs and numbers were as follows:

	2017 £'000	2016 £'000
Salaries	3,993	3,682
Social security costs	287	273
Other pension costs	72	87
Redundancy / Termination Costs	19	0
	<u>4,371</u>	<u>4,242</u>
Total emoluments paid to staff	<u>4,084</u>	<u>3,959</u>

During the year the charity also spent £553,733 (2016: £316,924) on agency staffing.

The number of employees whose emoluments amounted to more than £60,000 in the year was as follows:

	2017 No.	2016 No.
£90,000 - 99,999	1	1
£70,000 - 79,999	1	1
£60,000 - 69,999	-	-

Total pension contributions for these employees were £7,125 (2016: £6,358)

REVITALISE RESPITE HOLIDAYS

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	2017 £'000	2016 £'000
Total remuneration paid to key management in the year	507	447
Key management are as described in the Trustees Report.		

The average number of employees (full-time equivalents)

	2017 No.	2016 No.
Breaks for disabled people and carers	156	132
Continuing and longer-term care	17	17
Fundraising	5	5
Support services	21	20
Employed by Revitalise Enterprises Ltd	17	17
	<u>256</u>	<u>191</u>
	2017 No.	2016 No.
The average number of employees during the year was	<u>217</u>	<u>220</u>

As stated in note 10, on 1st February 2017 and subsequent to the year end, the assets, employees and trading activities of Revitalise Enterprises Ltd were transferred to the company.

9 Major component parts of expenditure

	2017 £'000	2016 £'000
Cost of sales	29	28
Staffing, agency, training and uniform costs	5,603	4,878
Rents	255	240
Property maintenance and cleaning	371	479
Telephones and postage	75	69
Water and energy costs	257	269
Event costs	204	183
Food costs	284	270
Medical sundries	23	18
Volunteer fares	49	74
Insurance	208	208
Vehicle running costs	104	92
Stationery and printing	140	122
Tour operating and courier costs	1	1
Professional fees	251	160
Depreciation	278	303
Marketing	258	295
Guest Subsidies / Discounts	856	317
Loss on Sale Fixed Asset	1	0
Business development costs.	38	0
Other	238	279
	<u>8,918</u>	<u>8,083</u>

10 Net Income from activities and assets, liabilities and funds of trading subsidiaries

The charity's wholly owned trading subsidiaries, Revitalise Enterprises Ltd, Revitalise Design & Build Ltd and Vitalise Limited, are incorporated in the UK. Revitalise Respite Holidays owns all four ordinary £1 shares issued in Revitalise Enterprises Limited, the one ordinary £1 share issued in Revitalise Design & Build Ltd and the one ordinary £1 share issued in Vitalise Limited. Revitalise Design & Build Ltd was incorporated on 22nd December 2016. The major sources of income for Revitalise Enterprises Ltd are shown below. In the year Revitalise Design & Build Ltd incurred business development expenditure as part of the preparation work undertaken for the establishment of a new respite centre. Vitalise Limited is a non-trading company. A summary of the trading results for the year to 31st January 2016 is shown below.

	Revitalise Enterprises Limited (Company no. 01397520)		Revitalise Build & Design Ltd (Company no. 10537324)		Vitalise Limited (Company no. 09567655)	
	2017 £'000	2016 £'000	2017 £'000	2016 £'000	2017 £'000	2016 £'000
Income						
Sale of donated goods through charity shops	734	717	-	-	-	-
Sales from licensed bars within Centres	54	50	-	-	-	-
Sales from kiosks in Centres	10	8	-	-	-	-
Other	14	-	-	-	-	-
Total Income	<u>812</u>	<u>775</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Expenditure						
Sale of donated goods through charity shops	504	490	-	-	-	-
Sales from licensed bars within Centres	32	30	-	-	-	-
Sales from kiosks in Centres	8	9	-	-	-	-
Overheads and other expenditure	115	78	(38)	-	-	-
Total expenditure	<u>659</u>	<u>597</u>	<u>(38)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net profit after tax and before gift aided payments	<u>153</u>	<u>178</u>	<u>38</u>	<u>-</u>	<u>-</u>	<u>-</u>
Amount gift aided to the parent charity	(153)	(178)	-	-	-	-
Profit / (loss) for the year	<u>-</u>	<u>-</u>	<u>38</u>	<u>-</u>	<u>-</u>	<u>-</u>
The aggregate of assets, liabilities and funds was:						
	2017 £'000	2016 £'000	2017 £'000	2016 £'000	2017 £'000	2016 £'000
Assets	361	384	-	-	-	-
Liabilities	(357)	(380)	-	-	-	-
Funds	<u>4</u>	<u>4</u>	<u>-</u>	<u>0</u>	<u>-</u>	<u>0</u>

The above figures include £5,000 of Governance costs (2016: £5,000)

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes. The charity's trading subsidiary Revitalise Enterprises Ltd gifts available profits to the charity. Its charge to corporation tax in the year was:

	2017	2016	
	£'000	£'000	
UK Corporation Tax at 20% (2016: 20%)	596	643	

11 Consolidated tangible fixed assets

	Freehold land and buildings £'000	Leasehold land and buildings £'000	Furniture and equipment £'000	Motor vehicles £'000	Total £'000
Cost or book value					
At 1st February 2016 brought forward	6,976	1,902	1,778	454	11,110
Additions	-	-	54	-	54
Disposals	-	-	(1,486)	(5)	(1,491)
At 31st January 2017	6,976	1,902	346	449	9,673
Depreciation					
At 1st February 2016 brought forward	3221	1,882	1,678	275	7,056
Charge for the year	134	4	57	80	275
Disposals	-	-	(1,486)	(3)	(1,489)
At 31st January 2017	3,355	1,886	249	352	5,842
Net book value					
At 31st January 2016	3,755	20	100	179	4,054
At 31st January 2017	3,621	16	97	97	3,831

The above figures include the assets of Revitalise Enterprises Ltd, comprising furniture and equipment, leasehold improvements and a motor vehicle with a cost of £19,884 and aggregate depreciation of £11,885.

The value of land within land and buildings that is not depreciated amounted to £819,330

The net book value of assets held under finance lease is £37,935 (2016: £75,870)

12 Investments

Investment movements during the year are as follows:

	2017	2016	
	£'000	£'000	
Market value as at 1st February 2016	45	45	
Market value as at 31st January 2017	45	45	

On 28th March 2017, and subsequent to the year end, the company completed the sale of the property which comprises the investment, for a cash consideration of £120,000

13 Stocks

	Consolidated		Charity		
	2017 £'000	2016 £'000	2017 £'000	2016 £'000	
Goods for resale	17	23	-	-	
Food Stocks	8	7	7	7	
	25	30	7	7	

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts

14 Debtors

	Consolidated		Charity	
	2017 £'000	2016 £'000	2017 £'000	2016 £'000
Trade debtors	173	162	177	312
Amounts due from related parties	-	-	360	345
Charity debtors	47	96	42	36
Prepayments	112	92	95	13
Other receivables	279	11	279	11
	<u>611</u>	<u>507</u>	<u>653</u>	<u>617</u>

15 Cash deposits and cash

	Consolidated		Charity	
	2017 £'000	2016 £'000	2017 £'000	2016 £'000
Deposits held by the charity	3,532	2,975	3,532	2,679
Current accounts	258	390	31	61
Cash held on hand	2	2	1	1
	<u>3,792</u>	<u>3,371</u>	<u>3,617</u>	<u>3,041</u>

All monies controlled by the charity are held in bank accounts in the name of the charity or its trustees.

16 Creditors

	Consolidated		Charity	
	2017 £'000	2016 £'000	2017 £'000	2016 £'000
Amounts falling due within one year				
Trade creditors	307	294	233	274
Other creditors	51	56	51	55
Accruals	125	212	113	159
Transition and social security	87	77	83	71
Deferred income	434	397	434	337
Secured loans	27	27	27	17
Defined benefit pension scheme liability	32	40	32	40
	<u>1,073</u>	<u>1,103</u>	<u>1,016</u>	<u>1,036</u>
Amounts falling due after one year				
Secured loans	52	79	52	79
Defined benefit pension scheme liability	263	273	263	273
	<u>315</u>	<u>352</u>	<u>315</u>	<u>352</u>

The movement in defined income liabilities is as follows:

	£'000
Opening balance as at 1st February 2013	397
Transferred to the income and expenditure accounts in 20.6/17	(397)
Income received in 2016/17 relating to 2017/18	434
	<u>434</u>

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts

17 Restricted funds

The following funds are derived from donations given for particular purposes:

	Balance As At 01/01/2016	Incoming Resources	Outgoing Resources	Net Incoming / (Outgoing) Resources	Net Movement In Funds	Balance As at 31/01/2017
	£'000	£'000	£'000	£'000	£'000	£'000
Elerslie Court	537	-	(14)	(14)	(14)	523
Joan Brander	218	152	(183)	(11)	(11)	207
Alzheimer's weeks	-	89	(88)	-	-	-
Simplyhealth	150	204	(210)	(6)	(6)	144
John Lyon's Charity	25	-	(2)	(2)	(2)	23
Refurbishment of centres	-	30	(30)	-	-	-
ABF - The Soldiers Charity	-	43	(43)	-	-	-
Royal Air Force Benevolent Fund	-	14	(14)	-	-	-
The Royal Navy Benevolent Trust	-	10	(10)	-	-	-
Capital Campaign	887	50	-	50	50	937
Interest	7	5	-	5	5	12
Other	-	450	(450)	-	-	-
	1,824	1,032	(1,011)	21	22	1,816

The categories of funds above are defined as follows:

Elerslie Court	These funds were received through the transfer of assets from the Southport & District Cerebral Palsy Association (SDCPA). The expenditure represents the depreciation charge on the Elerslie Court property and assets, formerly owned by that Society.
Other Revenue funds	These funds are predominantly held for supporting guests with financial needs or for those from specific geographical areas in taking a break at a Respite Centre. The largest such fund is the Joan Brander Memorial Fund. Other revenue funds held are generated from restricted donations to support the work of Revitalise in other ways.
Capital Campaign	These funds have been received in response to the charity's capital campaign for the construction of its fourth respite centre in Worcestershire

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts

18 Unrestricted funds

	Balance As At 01/02/2016 £'000	Incoming Resources £'000	Outgoing Resources £'000	Net Incoming / (Outgoing) Resources £'000	Transfers £'000	Net Movement In Funds £'000	Balance As at 31/01/2017 £'000
Tangible Fixed Asset Fund	3,531	54	(283)	(200)	-	(200)	3,052
Working Capital Fund	1,103	209	-	200	487	698	1,850
Net Movement in Funds	0	8,394	(7,007)	487	(487)	0	-
Trading Company Funds	4	-	-	-	-	-	4
	<u>4,728</u>	<u>8,657</u>	<u>(8,170)</u>	<u>487</u>	<u>-</u>	<u>487</u>	<u>5,215</u>

Tangible Fixed Asset Fund The Tangible Fixed Asset Fund incorporates the value of fixed assets held by the charity and used in the provision and administration of services. Any assets purchased by the charity are paid for by the Working Capital Fund and the value of these is then transferred to the Fixed Asset Fund. Conversely the value of depreciation charged on fixed assets for the year and impairment are passed back from the Fixed Asset Fund to the Working Capital Fund.

During the year the sum of £53,603 was invested in capital expenditure.

Working Capital Fund See reserves policy on page 16 of the Trustees' report.

Trading company funds See note 10 above.

19 Share capital

The charity is a company limited by guarantee and has no share capital.

20 Assets and liabilities representing funds

	Fixed Asset fund £'000	Working Capital Fund £'000	Other unrestricted funds £'000	Trading company funds £'000	Restricted funds £'000	Total £'000
Represented By						
Fixed assets	3,352	-	-	1	523	3,876
Net current assets	-	2,174	-	3	1,323	3,500
Creditors - due after 1 year	-	(315)	-	-	-	(315)
	<u>3,352</u>	<u>1,859</u>	<u>-</u>	<u>4</u>	<u>1,846</u>	<u>7,061</u>

21 Lease commitments

The future minimum operating lease payments for the group and the charity are as follows;

	Consolidated		Charity	
	2017 £'000	2016 £'000	2017 £'000	2016 £'000
with one year	287	183	244	122
between two and five years	618	474	593	417
over 5 years	-	-	64	32
	<u>885</u>	<u>657</u>	<u>802</u>	<u>571</u>

The future minimum finance lease payments for the group are as follows;

	2017	2016
	Consolidated £'000	Consolidated £'000
with one year	27	27
between two and five years	52	79
over 5 years	-	-
	<u>79</u>	<u>106</u>

REVITALISE RESPITE HOLIDAYS

Notes to the Accounts

23 Results for the financial year

As permitted by section 408(3) of the Companies Act 2006, the statement of financial activities of the parent charity by itself is not presented as part of these accounts. The parent company's income for the financial year, including gift aided donations from its subsidiary, amounted to £8,577,000 (2016: £8,352,000) and it had a surplus for the year of £347,000 (2016: £866,000)

24 Capital Commitments

As at 31st January 2017 the charity had capital commitments totalling £0 (2016: £0).

25 Pension Schemes

The charity's current employees are members of two defined contribution schemes, with Nest and Series 4 of the Pensions Trust multi-employer scheme.

In previous years the charity had employees in Series 1, 2 and 3 of the Pensions Trust multi-employer scheme. These series of the scheme are defined benefit schemes in the UK.

It is not possible for the company to separately identify its assets and liabilities to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme under FRS 102.

The company is required to pay additional recovery plan contributions in line with the estimated share of the Series 1 and Series 2 scheme liabilities.

During the year the contributions totalled £39,000 (2016: £39,000).

The contributions increase annually by 3% for the period of the recovery plan.

The recover plan will be reviewed at each triennial valuation, the next two being in 2017 and 2020, which could result in a change in the contribution value.

There is a requirement to provide in the accounts for the deficit contributions to be made under the recovery plan. This liability is stated in note 16

The provision for the defined pension scheme liability has been discounted by 1.57% as of 31 January 2017 (31 January 2016 - 2.28%).

The potential debt on withdrawal for the charity as at 30th September 2016 (the date of the last calculation) is £815,000 (2015: £661,000).

As Revitalise has no intention of withdrawing from the plan in the foreseeable future the likelihood of the debt crystallising is remote, and it has therefore not been included in the balance sheet.

26 Financial Instruments

	Consolidated		Charity	
	2017 £'000	2016 £'000	2017 £'000	2016 £'000
Financial assets measured at amortised cost	225	308	577	737
Financial liabilities measured at amortised cost	-455	-427	-432	-403