

The League of The Helping Hand

ANNUAL REPORT & FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2011



Founded 1908

Registered Charity No: 208792

A Company Limited by Guarantee

Registered in England No: 307257

THE LEAGUE OF THE HELPING HAND
FOR THE YEAR ENDED 31 MARCH 2011

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The following does not form part of the statutory Financial Statements:

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THE LEAGUE OF THE HELPING HAND
LEGAL AND ADMINISTRATIVE INFORMATION

Vice Presidents: Mrs D R Colvin
Mrs S Ram

General Committee

Chairman: Mrs B Salter
Hon. Treasurer: Mr O Haines (Appointed September 2010)
Hon. Solicitor: Mr J Korn
Mrs V Arthur (Resigned September 2010)
Mrs P Boucher
Mr T R Darvall
Mr P de Winton (Resigned September 2010)
Mr D Fellowes
Mrs J Horley
Mrs G Lavelle

Hon. Life Member: Mr P de Winton

Secretariat: Mrs M Parrott
Mrs YL Hughes
PO Box 342, Burgess Hill, RH15 5AQ
Tel/Fax: 01444 236099 E Mail: secretary@lhh.org.uk

Website: www.lhh.org.uk

Registered Office: 2 St Andrews Place
Lewes
East Sussex BN7 1UP

Bankers: National Westminster Bank plc
23 High Street, Witney
Oxfordshire OX8 6HB

Independent Examiner: VMR Anderson BA (Hons) FCA DChA
Clark Brownscombe Limited
2 St Andrews Place, Lewes
East Sussex BN7 1UP

Fund Managers: Smith & Williamson Investment Management
Portwall Place, Portwall Lane
Bristol BS1 6NA

THE LEAGUE OF THE HELPING HAND
REPORT OF THE GENERAL COMMITTEE
FOR THE YEAR ENDED 31 MARCH 2011

Introduction to LHH

History

LHH was founded in 1908 by Miss Ashby, a professor of elocution, "to help alleviate the sufferings of those who had to live on practically no money at all". In 1935 LHH was incorporated. In 1977 total gifts made by LHH amounted to £13,600; in 1990 they amounted to £57,200; in 2004 they exceeded £78,000 and in the current year they were nearly £114,000.

Chairman's Report for 2010/11

At the time of writing this year's Chairman's report there is great uncertainty as to how the UK will come through the debt crisis. There is constant talk of change and cutbacks, with many at risk of unemployment, both in the public and private sectors. The demand for charitable assistance is ever present. The great strength of the League of the Helping Hand is that it remains a small organisation, able to respond fairly quickly and very effectively.

LHH will continue to disburse funds in ways that are stated in our objectives and activities. The Secretary, Moira Parrott and her assistant, Yee Ling Hughes consult and advise members of the case sub-committee, who then decide, on a regular basis, how and to whom grants are awarded. We depend on their valuable work, which includes keeping themselves and us in touch with changes to legislation and benefits' regulations.

Many will remember the dedication and professionalism given to LHH by Mrs Inge Goodlad who was secretary for ten years. She died after a long battle against illness and is remembered with great affection by those who knew her.

The Committee owes an enormous debt of gratitude to our retiring Chairman and Treasurer, Mr Peter de Winton. Peter became a trustee of the League in 1971 and took over the duties of Treasurer in 1972, having been elected to the Committee in order to do so. Although he took a break from LHH some years ago, he maintained contact and on return, has worked tirelessly to keep us in order. He retired at the Annual General meeting last year and has been made an Honorary Life Member. Following Peter's retirement we welcomed Mr Oliver Haines to the Committee and he has agreed to take on the role of Treasurer.

Thanks are also due to Mrs Victoria Arthur, a much valued committee member for many years. She brought skill and knowledge to many aspects of committee work including editing the report and accounts.

We are forever grateful to our friends and supporters, who continue to make donations and I wish to assure you that we make every effort to put the funds to good purpose.
Thank you

Beatrice A. Salter
June 2011

THE LEAGUE OF THE HELPING HAND
REPORT OF THE GENERAL COMMITTEE
FOR THE YEAR ENDED 31 MARCH 2011

Structure, Governance and Management

Constitution

Originally an unincorporated body, The League of The Helping Hand (LHH) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29 October 1935 as amended subsequently. It is registered as a charity with the Charity Commission.

LHH's objective is to help and alleviate individual cases of suffering in mind or body among persons who, in the opinion of the General Committee of LHH, require financial assistance owing to ill health, accident or infirmity and are both deserving and necessitous.

Organisation

LHH is currently governed by eight trustees who are directors of the company and who make up the General Committee. Prior to the appointment of any new trustee, he or she is asked to attend at least two of the General Committee's quarterly meetings before a decision is made to appoint. Details of the trustees and the appointments and resignations during the year are set out in the Legal and Administrative Information.

Risk Management

The trustees regularly review the risks to which the charity is exposed and implement procedures to mitigate them. There are internal controls built into the procedures which the trustees believe are working satisfactorily.

Objective and Activities

LHH's objective is translated into the current policy of LHH, which is to aim to help three different categories of beneficiary who suffer from illness or incapacity and are in need of financial assistance or respite; these are Regular Beneficiaries, Single Payment Beneficiaries and Carers, all of which need to be referred by agencies independent from the charity. The charity's operations extend throughout the United Kingdom.

The trustees confirm that they 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 future activities and setting the expenditure priorities for the year ahead.

Activities – achievements and performance

The charity has established its grant making policy to achieve its objects for the public benefit to improve the lives of three groups of disadvantaged people, by advancing relatively small sums with which their lives can be improved significantly. We review the grant making policy annually to ensure that it reflects the charity's objects and therefore advances public benefit.

THE LEAGUE OF THE HELPING HAND

REPORT OF THE GENERAL COMMITTEE FOR THE YEAR ENDED 31 MARCH 2011

Regular Beneficiaries

During the period June 2009 to March 2010 LHH experienced a significant drop in income. Due to this the Committee decided to put a hold on committing to new regular benefactions until the situation improved. The global financial circumstances during this period resulted in the number of people receiving regular help dropping to an average of 65. Generally there is a natural depletion in numbers annually due to people dying or being admitted into nursing homes; however this is usually counterbalanced by new people being taken on. Fortunately the trustees are now able to consider new benefactions and numbers are slowly rising. The Secretary maintains good communications with all beneficiaries via phone, email, regular newsletters, and birthday and Christmas cards. She has visited 62 people in their own homes during this year.

Single Payment Beneficiaries

LHH has maintained a similar level of one-off grants this financial year however, the average amount being awarded has increased to £150 compared with £120 last year. LHH grants range from £50 to £250 maximum.

Out of the 1,131 application forms received in 2010/11 (1,108 in 2009/10), LHH was able to give a positive response to 39% of applicants with 445 grants being awarded (422 in 2009/10). Grants were used to help with the purchase of items including essential household furnishing such as beds, sofas and wardrobes; white electrical goods; clothing/shoes as well as contributing towards utility bills / heating oil and daily living expenses.

The Worshipful Company of Mercers increased grant funding of £20,000 has helped LHH considerably in maintaining the level of welfare activity this year.

Carers' Breaks

This financial year saw the final instalment of a 3 year grant from The Sobell Foundation, which is being spent on Carers' Breaks. LHH would very much hope that more funding will be secured for the future and in the meantime, financial assistance for Carers towards a well deserved rest, will continue to be offered until existing funding runs out.

Financial Review

Overview

This year has seen a small recovery in income and in investment valuation despite the uncertain economic climate. This has resulted in a small recovery in our capital base. Other income has improved together with the improved investment income which has enabled us to increase the level of grants and reduced the operating deficit to a controllable level.

Income and expenditure

Investment income improved by 10% and grants from the Mercers' Company and other income has improved overall income by 19%. Annual costs have been contained at similar levels to 2010.

THE LEAGUE OF THE HELPING HAND
REPORT OF THE GENERAL COMMITTEE
FOR THE YEAR ENDED 31 MARCH 2011

Investment portfolio

We are reliant on the performance of the portfolio to maintain the capital base whilst providing high yields. Approximately 75% is invested in equities being similar to 2010 with the balance in Government and fixed interest accounts. A number of higher risk investments have been sold for medium risk higher yield stocks.

The portfolio valuation has improved by 9.2% over the year compared with the benchmark index of 8.2%. The total return has been 9.18% compared to a return of 8.18% from the benchmark.

The investment objective continues to be an emphasis on income with a medium level of risk. The income forecast for this coming year 2011/12 is a 5% increase and it is hoped that dividend prospects will continue to recover as and when the economy improves.

The future

The budget for 2011/12 envisages the continuation of the existing activities with grants covered by net anticipated income after expenditure. The General Committee continue to source additional donations and funds.

The number of regular beneficiaries is budgeted to continue at current levels on the basis that income levels are maintained. The Committee continues to focus on making resources stretch as far as possible to cover beneficiaries' needs. We are mindful of the very uncertain economic conditions, and controls are in place to ensure we work within these constraints.

Administration costs

Our secretariat continues to maintain costs on a very tight level whilst not inhibiting their work or the results to the beneficiaries.

Investment Management

Our investment portfolio is managed by Smith & Williamson Investment Management (S&W). In order to comply with the Trustee Investment Act 2000, and as recommended by S&W, the investment objectives and policy are reviewed on a regular basis by the General Committee. The level of investment risk is also established and agreed in accordance with guidelines provided by S&W. The primary objective is to maximise income whilst maintaining capital growth through a diversified portfolio of securities.

Reserves Policy

LHH meets its obligations to beneficiaries out of the income derived from the investment portfolio and the grants it receives, and may on occasion do so out of capital. Accordingly, the level of reserves held is sufficient to cover forthcoming management and administrative expenditure and regular grants and donations to which it is committee.

By order of the General Committee

Date:

Mrs. M Parrott - Secretary

INDEPENDENT EXAMINERS REPORT
TO THE TRUSTEES OF
THE LEAGUE OF THE HELPING HAND

I report on the financial statements of the charity for the year ended 31 March 2011, which are set out on pages 8 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Part 16 of the Companies Act 2006 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINERS REPORT
TO THE TRUSTEES OF
THE LEAGUE OF THE HELPING HAND

Independent examiner's statement

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

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

- to keep accounting records in accordance with S386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Company Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005)

have not been met; or

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

V M R Anderson BA (Hons) FCA DChA
Chartered Accountant
Clark Brownscombe Limited
2 St Andrews Place
Lewes
East Sussex
BN7 1UP

Date:

LEAGUE OF THE HELPING HAND
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2011

		Unrestricted Funds	
	Note	2011 £	2010 £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income:			
- Investment income		94,496	86,231
- Bank deposit interest		476	10
- Subscriptions		2,422	1,825
- Donations		20,539	13,640
- Grants		<u>20,000</u>	<u>15,000</u>
TOTAL INCOMING RESOURCES		<u>137,933</u>	<u>116,706</u>
RESOURCES EXPENDED			
Costs of generating funds:			
- Investment management costs		8,329	7,710
Charitable activities	2	136,115	122,696
Governance costs	3	<u>1,660</u>	<u>1,682</u>
TOTAL RESOURCES EXPENDED		<u>146,104</u>	<u>132,088</u>
Net (outgoing) resources		(8,171)	(15,382)
Other recognised gains on investment assets		<u>93,550</u>	<u>597,621</u>
NET INCOMING RESOURCES FOR THE YEAR		85,379	582,239
Fund balances at 1 April 2010		<u>2,199,403</u>	<u>1,617,164</u>
Fund balances at 31 March 2011		<u>2,284,782</u>	<u>2,199,403</u>

The notes form part of these financial statements

THE LEAGUE OF THE HELPING HAND
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2011

	Note	£	2011 £	2010 £
INCOME				
Investment income receivable			94,496	86,231
Bank deposit interest			476	10
Subscriptions and donations			<u>42,961</u>	<u>30,465</u>
			137,933	<u>116,706</u>
 ADMINISTRATIVE EXPENSES				
Staff costs	4	-		682
Communications		1,698		1,562
Accountancy fees		1,660		1,682
Consultancy fees		19,840		20,353
Investment managers fees		8,329		7,710
Sundry expenses		453		620
Office equipment purchase and maintenance		-		679
Insurance		<u>313</u>		<u>298</u>
			<u>32,293</u>	<u>33,586</u>
NET INCOME			<u>105,640</u>	<u>83,120</u>
 GIFTS				
Payments relating to regular beneficiaries:				
Quarterly gifts		40,681		40,281
Christmas gifts		3,440		4,010
Holidays		2,500		3,000
Visits		1,962		2,610
Payments to other beneficiaries:				
One-off gifts		<u>65,228</u>		<u>48,601</u>
			<u>113,811</u>	<u>98,502</u>
(DEFICIT) FOR THE FINANCIAL YEAR BEFORE INVESTMENT GAINS			<u>(8,171)</u>	<u>(15,382)</u>

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

	2011 £	2010 £
Retained (deficit) for the year	(8,171)	(15,382)
Realised gains on investments	15,578	124,737
Unrealised gains on revaluation of investments	<u>77,972</u>	<u>472,884</u>
Total recognised gains for the year	<u>85,379</u>	<u>582,239</u>

The notes form part of these financial statements.

THE LEAGUE OF THE HELPING HAND

BALANCE SHEET AS AT 31 MARCH 2011 COMPANY NUMBER: 00307257

	Note	2011	2010
		£	£
FIXED ASSETS			
Investments	7	2,264,458	2,182,303
CURRENT ASSETS			
Debtors		6,756	9,193
Cash at bank		<u>16,555</u>	<u>10,926</u>
		23,311	20,119
CREDITORS: Amounts falling due within one year		<u>2,987</u>	<u>3,019</u>
NET CURRENT ASSETS		<u>20,324</u>	<u>17,100</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>2,284,782</u>	<u>2,199,403</u>
FUNDS			
Unrestricted funds			
- Includes revaluation reserve of £231,092 (2010: £137,867)		<u>2,284,782</u>	<u>2,199,403</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2011.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2011 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements were approved on behalf of the General Committee on 23 June 2011

O Haines (Hon Treasurer)

The notes form part of the financial statements

THE LEAGUE OF THE HELPING HAND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

1. Accounting Policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention as modified by the revaluation of the investment portfolio and incorporate the results of the principal activity which is described in the General Committee's report and which is continuing. The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). In addition they have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities 2005".

b) Income

Income for the year comprises investment income, bank interest, subscriptions, donations, grants and legacies.

c) Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of VAT which cannot be recovered.

The main categories of expenditure are:-

- Charitable activities include grants made and related support costs.
- Costs of generating funds are investment management costs.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

d) Grants payable

Amounts payable to the beneficiaries are accounted for when the charity is committed to paying them.

e) Fund accounting

Unrestricted Funds: these are generally funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

f) Investments

Investments are included in the financial statements at their market value. Gains or losses arising on realisation are shown in the Statement of Financial Activities. The historical cost of the investments was £1,988,873 (2010 £1,999,017).

g) Donations

Donations and fund raising income are accounted for when received.

h) Legacies

Legacies are accounted for when received.

THE LEAGUE OF THE HELPING HAND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

2. Charitable Activities

	2011	2010
	£	£
Grants	113,811	98,502
Staff costs	-	682
Other support costs	<u>22,304</u>	<u>23,512</u>
	<u>136,115</u>	<u>122,696</u>

3. Governance Costs

	2011	2010
	£	£
Accountancy fees	<u>1,660</u>	<u>1,682</u>

4. Staff costs

	2011	2010
	£	£
Salaries	-	725
Social security costs (net of online filing incentive)	<u>-</u>	<u>(43)</u>
	<u>-</u>	<u>682</u>

5. Trustees remuneration

No trustee received any remuneration for taking the role. It is not general practice to reimburse travel expenses to trustees.

6. Taxation

LHH is a registered charity and under Section 505 (1) of the Income and Corporation Taxes Act 1988 is exempt from taxation.

THE LEAGUE OF THE HELPING HAND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

7. Investments

	Investments	Cash	Total 2011	Total 2010
	£	£	£	£
Market value at 1 April 2010	2,136,885	45,418	2,182,303	1,598,297
Additions at cost	523,736	-	523,736	522,142
Disposal proceeds	(534,206)	-	(534,206)	(514,999)
Net investing movement	-	10,470	10,470	(7,143)
Investment income retained in CAF and Close Brothers	-	401	401	95
Investment manager's fees	-	(8,329)	(8,329)	(7,710)
Bank charge	-	(5)	(5)	-
Funds withdrawn	-	(3,462)	(3,462)	(6,000)
	<u>2,126,415</u>	<u>44,493</u>	<u>2,170,908</u>	1,584,682
Unrealised gains	77,972	-	77,972	472,884
Realised gains	<u>15,578</u>	<u>-</u>	<u>15,578</u>	<u>124,737</u>
Market value at 31 March 2011	<u><u>2,219,965</u></u>	<u><u>44,493</u></u>	<u><u>2,264,458</u></u>	<u><u>2,182,303</u></u>

8. Share capital

LHH is limited by guarantee, having no share capital. Members have a liability not exceeding £1 each.

THE LEAGUE OF THE HELPING HAND
DONATIONS AND TAX REPAYMENT DETAILS

LHH would like to thank all those who made donations during the year. These include:-

Bartholomew Charitable Trust
Ms C Broderick
RM Douglas Charitable Trust
Mr W Horley
Mrs Le Couteur
Mr Alf Runcorn
Spencer Hart Charitable Trust
Sir John Sumner's Trust
The Chiddick Charitable Trust
The Sobell Foundation
The Sydney Black Charitable Trust
The Vantage Foundation
The Worshipful Company of Grocers
The Worshipful Company of Mercers
ZVM Rangoonwala Foundation

SUPPORTING LHH

LHH welcomes fundraising support by all methods, such as:

- Gift Aid
- Donations
- Events and sponsorship
- Legacies
- Tax repayment donation (available until 5/4/2012)
- Membership of LHH
- Easyfundraising.org.uk – a website via which donations may be made whilst ordering goods and services online