



*Affiliated to the  
British Heart  
Foundation*

# The Ticker Club

Registered Charity No. 519754  
Supporting cardiac patients at Wythenshawe Hospital



## **ANNUAL REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31<sup>st</sup> JANUARY 2022**

### **Introduction**

The Report and Accounts now presented take into account the requirements of the legal accounting and reporting framework for Charities deriving from the Charities Act 2011

### **Charitable Status**

The Ticker Club (TC), based at the Manchester University NHS Foundation Trust (MFT), Wythenshawe Hospital, Manchester M23 9LT is registered with The Charity Commission, Charity Number 519754.

### **Constitution of the Club**

The Constitution of The TC was adopted at a general meeting of club members on 10<sup>th</sup> December 1987 and amended at subsequent General meetings held on 14<sup>th</sup> September 1989, 9<sup>th</sup> November 1989, 10<sup>th</sup> October 1996, 10<sup>th</sup> August 2000, 10<sup>th</sup> July 2003 and 28<sup>th</sup> April 2011.

### **Objectives of the Club**

The objective of the TC is to promote the relief of persons in Manchester and the surrounding area who are to undergo, or who have undergone, heart procedures of any kind.

In furtherance of this objective, the Ticker Club:

- a. Offers moral support and encouragement to such persons and their relatives.
- b. Supports financially or otherwise heart and vascular procedures carried out by the Manchester University NHS Foundation Trust (MFT) at Wythenshawe Hospital.
- c. Raises funds, invites and receives contributions etc. to finance the Club's activities (provided that no substantial trading activities shall be undertaken).
- d. Makes grants or donations in cases of need to alleviate hardship.
- e. Does such other lawful things as shall further the Ticker Club's objective.

### **Public Benefit**

The Executive Committee confirm that it has complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidelines published by the Charities Commission.

## **Membership of the Club**

Membership is open to all persons who have been diagnosed as having a heart problem, their relatives and to all those who support the aims and objectives of the TC. All members are required to pay an annual subscription, which is currently £10.00 per head, or £15.00 for member and partner. At the 2021-year end there were 459 club members (95 joint partner members). At the 2022-year end there were 408 club members (87 joint partner members). During the current year existing members not renewing their subscriptions have been deleted from the records to comply with GDPR legislation. Taking into account any new members, (including members' partners) the membership level has dropped slightly, showing an 11% decrease. However, it needs to be noted that this has continued to be a challenging year both for recruiting and retaining members due to the Coronavirus.

Members of the TC have not been able to undertake ward visits, work from the TC office, sell raffle tickets to the public, hold social events, engage in leisure activities or meet up and discuss matters of ongoing interest. However, the quarterly Newsletter continues to be produced keeping all members abreast of Club affairs and informing them of forthcoming events, etc.

## **Executive Committee**

The day-to-day running of the TC's affairs is carried out by an Executive Committee. At the start of the year this comprised of 9 full members plus 2 co-opted members, at the end of the financial year there were 9 full members and 1 co-opted member. This Committee meets at regular intervals (usually bi-monthly). Executive Committee members are elected by the Club membership, normally at the Annual General Meeting (A.G.M.).

The Charity Commission guidelines recognise that during the current situation extraordinary measures may be taken if it is in the best interest of the Charity. All information, correspondence, minutes etc have been kept on file.

### **The confirmed Executive Committee members being:**

**Officers:** David Holmes – Chair (second year of office), Martin Merriman – Vice Chair (first year of office), Gaynor Slater – Secretary (second year of office) and Marie Holmes – Treasurer (first year of office)

**Committee Members:** Belinda Carter, John Miller, Muneeb Yassir, Nazir Choonara and Khalid Ghaffur

**Recommended Co-opted Member:** Vernon Marshall

The A.G.M. of the T.C. was held on Thursday October 14<sup>th</sup> 2021, 10.30 am at the Cresta Court Hotel, Altrincham. The meeting format followed the agenda and formalised the business of the T.C. Trustees were formally appointed and ratified. Under the Club's Constitution an Independent Examiner is appointed at each A.G.M. and for the year under review, the Independent Examiner was Mr S.C. Clegg.

## **Organisation Structure**

The T.C. is operated entirely on a voluntary basis and no member or officer of the T.C. receives any remuneration whatsoever, although appropriate reimbursements are made in respect of expenses incurred in relation to T.C. activities.

The T.C. has the full-time use of an office, provided free of charge, which is located in the entrance foyer of the North-West Heart Centre at Wythenshawe Hospital. However, since the start of the Coronavirus from March 2020 the T.C. has not had access to the office.

## **Club Agents / Advisers**

The Ticker Club maintains Bank and Building Society accounts with: -

(a) Virgin Money, 6 Bridge Street, St Helens WA10 1NF, a Current Account and a Lottery Account.

(b) Vernon Building Society, 19 St Petersgate, Stockport, SK1 1KF (interest paying account.)

## **Activities Undertaken**

### **1. Patient Support, Cardiac Ward and Clinic visiting**

It has been difficult since March 2020 due to the fact that all in-hospital activities had to be suspended due to the restrictions put in place following the outbreak of the Coronavirus. This required a more forward-thinking, technologically focused approach to Patient Support. Patients were now able to contact the T.C. indicating their willingness for volunteers to speak to them. This system was implemented by a small working party from the T.C. along with staff within various hospital departments. The new system gathered momentum and volunteers maintained regular contact with as many patients as was feasibly possible.

The 2021 Annual Volunteers Seminar was reluctantly cancelled due to the fact that those scheduled to attend would have contravened Covid guidelines. However, individual volunteers were contacted on a regular basis by the Volunteer Co-ordinator to keep them up to date and informed about recent events and any developments. When allowed the Seminar will take place as in previous years.

There has also been an initiative by the Cardio Thoracic Critical Care Unit (C.T.C.C.U.) team to continue the Cardiac Patient Information talks which were held each Friday pre-Covid. A video feed was to be posted onto the hospital website for patients to view and The T.C. were asked to contribute. This was undertaken by a T.C. member, who is also a member of the C.T.C.C.U. presentation team. At this moment in time, the video has not been posted online due to the fact that Trust approval is required and the committee are waiting in anticipation for 'the premiere'.

The T.C. continue to support the various clinics and fund leaflets for patient information. This year a series of leaflets have been funded for the Heart Valve Clinical Lead, Doctor Laura Dobson, who realised that patients were being given so much information verbally it caused confusion. With assistance from The T.C. a series of leaflets have been produced detailing this condition which patients can read after their visit.

During 2021 The T.C. purchased little equipment but continued to fund literature for the benefit of cardiac patients at Wythenshawe Hospital. Details of which are in the Treasurer's Report. However, funding has been agreed for a further Vein Harvesting machine which is currently being processed along with the accompanying invoice.

### **2. Patient Representation**

There have been no new forums taking place due to the fact that Coronavirus has caused more restrictions than were first anticipated. However, The T.C. are still receiving calls from patients and families via the mobile phone purchased, enabling continued patient contact.

Unfortunately, the Cardiac Surgery Specialist meetings are still suspended but contact is maintained wherever possible through technology and information leaflets. The T.C. volunteers are still available when the need arises in the future. Outside of the MFT the various Cardiac Group Forums are still active and the Vice Chair continues to represent The T.C. at these events.

### **3. Fundraising**

Once again, fundraising has been severely curtailed this year as outside events have been cancelled due to Coronavirus. They are only just starting to return albeit not as well publicised as in the past. The committee have not been able to recruit new people who could represent the Club.

The T.C. were again unable to sell tickets in the hospital for the Annual Raffle. Books of tickets were only sent to members and the response was incredibly good, raising a total of £2035. All the prizes were won by members or their family and friends. Details of the winners are documented in the Winter Newsletter and on the website. This total is about the same as the income for 2020 which shows members commitment.

The T.C. has been fortunate in receiving donations and this year £13426 was gratefully received. This amount will be increased when the Gift Aid portion has been claimed from HMRC. There is no cost to register for Gift Aid providing you are a U.K. taxpayer.

The donation platform used to date, Virgin Money Giving, has been terminated due to the fact they have withdrawn this facility from their business. The T.C. now receive regular payments from PayPal Giving Fund. The T.C. is also registered with Amazon Smile, any person who makes a purchase from Amazon using a Smile account, can contribute a half of one percent of their purchase to Ticker Club funds at no cost to themselves. The process is easy to administer and therefore to register The T.C. as a preferred charity.

All of the funds received are used for the benefit of patients and their families in the Cardiac Unit at Wythenshawe Hospital, as is the funding of equipment or any literature for patient use and information.

### **Review of Progress and Achievements**

The T.C. continues to have a strong working relationship with M.F.T. and are sure that this will continue when face-to-face involvement resumes in 2022.

Some of the changes taking place at the hospital this year has seen an increase in elective heart surgery and referrals from within the Trust hospitals as well as external Trusts. It is anticipated that this will continue to increase when other plans currently in discussion take place. Although The T.C. are not currently directly involved, there is the desire if the opportunity arises.

The Treasurer has been continuing to work at home with not being able to access the office. A decision was made to uplift all the accounts working files from the office computer in March 2020 to a laptop. Since June 2020, The T.C. office at Wythenshawe Hospital has been used by hospital staff to allow social distancing. The Treasurer has turned the hallway at home into a T.C. branch office, complete with photocopier. This has enabled the production of accounts to continue in a timely manner every month along with the final accounts for 2021/2022. The Treasurer continues to oversee the finances of the Club for the benefit of all members.

The Secretary keeps the Charity Commission website updated and continues to keep the T.C. 'on the straight and narrow', by producing the minutes of the committee meetings precisely and promptly, ensuring action points are followed up and 'closed off'.

The Media Coordinator has been producing Newsletters which are available on The T.C. website and these are also sent to members by post. The usual edition dates have been kept to wherever possible despite Coronavirus restrictions.

The Volunteer Coordinator, along with assistance from the Vice Chair, have kept in regular contact with most of the volunteers. Unfortunately, volunteers have not been able to carry out their usual role and duties but have still maintained their enthusiasm and will hopefully be busier in 2022.

The Membership Secretary has been keeping in touch with as many members as possible, especially potential new members applying off the website. In addition, contributions to quizzes for the newsletter and organising social meetings is included in this role. The T.C. is looking forward to when Social Meetings can resume again and attended by T.C. members along with family/friends.

The T.C. recently welcomed a new member of the committee who has already contributed many new and original ideas.

There were 2 co-opted members on the committee, however 1 of the co-opted member's found the need to step down. The T.C. are grateful for the work undertaken and the co-opted member's involvement with the patient contact team. The remaining co-opted committee member has agreed to continue in post which maintains the numbers in line with the constitution.

The T.C. has been able to resume 'face to face' committee meetings which has allowed for a better feeling within the committee. These meetings are being held socially distanced in the Education Resource Centre and will continue to be held there for the foreseeable future.

The 2021 Christmas Social was held at the Cresta Court Hotel, Altrincham and the Annual Raffle was drawn at this event. It was well attended; however, the format will be changed for 2022 to freshen up this social event. A change of venue and new ideas should also increase numbers.

All members play an integral part in support of the Cardiac Unit in the hospital and The T.C. committee extend thanks to everyone in helping to achieve the Club's aims and objectives.

There are a number of changes anticipated this year. Hopefully TC volunteers will return to working within the hospital and a T.C. office facility to be available within the entrance area to the cardiac outpatient clinic.

New members are invaluable. Please see contact details on the Ticker Club website for information regarding joining the T.C or the committee and finding out about the roles.

## Treasurer's Report

The Receipts and Payments Account shows the income and expenditure for the financial year 1st February 2021– 31st January 2022 and the balance of money held as at 31st January 2022. Comparative figures from the previous year are shown.

The receipts for the current year exceed payments by £11,947.

### Receipts and Payments Account

Our income from membership shows a decrease of £372 to £3,425.

Donations are, payments of £11,031 for direct donations, including boxes, and logo items, plus £972 from Virgin Money Giving (now closed), Memory Giving £170, £1,240 Paypal Giving and £13 from Amazon Smile. Total £13,426

Annual Gift Aid of £1,302 is for the period ending 31st January 2021 and Virgin Money Giving £313, for the period ending 30<sup>th</sup> November 2021, Memory Giving £28 and Paypal Giving £134 for the period ending 31<sup>st</sup> January 2022 Total £1,777

Due to Covid restrictions there were no outside fundraising events.

The only social event in 2021 was the Christmas Social. A deposit of £100 was carried forward from 2020 so an overall small loss was made as we had four guests who have helped the club function during the crisis.

Fundraising was limited to our Annual Raffle; tickets were sent to members only, due to the restrictions, and raised £2,035 (after costs). The draw took place at the Christmas Social.

The Monthly Lottery raised £1,266

All costs incurred directly by any Events or Fundraising are shown under payments.

The Ticker Club has no paid employees. All the Executive Committee Members and Patient Support Visitors are volunteers. Travel expenses are paid to volunteers in respect of duties carried out on behalf of the charity.

The Administration cost includes the travel expenses of £384 of the Executive Committee Members in respect of administrative duties.

All M.F.T. volunteers are now required to wear a uniform when in the hospital. The Club has purchased a number of polo shirts bearing the club logo for our volunteers.

Printing costs include the "There for you" and the new "Here to Help" leaflets which promote the club and its activities. The A.G.M., open to all members was held at the Cresta Court on October 14<sup>th</sup> 2022. A deposit has been paid for the A.G.M. 2022.

The 2021 Annual Volunteer Seminar was cancelled.

The Web site cost is for administration cover.

The cost of the newsletter sent to all members is itemised in the accounts.

Sundry expenses include the Annual Licence for the Annual Raffle and Monthly Draw, card fees incurred by Virgin Money Giving, and Memory Giving.

### Hospital Support

Due to Covid restrictions there were no Travel expenses for ward & clinic visitors

Materials purchased New Beginning Books £5,800, Valve Information Leaflets £370.

Four cardiac wards F5, F6, CTCCU and Jim Quick each received £100 towards in-patient gifts at Christmas.

Hospital equipment

A massage Chair for F6 £370

## Statement of Assets and Liabilities

Cash funds are shown as balances in all accounts held by the Charity as at 31st January 2022, plus any deposits un-credited, less any un-presented cheques at this date. The balance of Funds was £167,793 as at 31st January 2022.

Other monetary assets are payments due to the Charity but will not be paid until the following financial year. Estimated values are shown.

Assets retained for the Charity's own use at nominal resale value. At the Executive Committee meeting on 9th January 2020, it was agreed to depreciate the photocopier to £100 - 2020, £50 – 2021, Nil - 2022.

### Liabilities

Liability is an obligation to pay for something e.g., creditors, loans etc.

Estimated travel expenses due up to the end of the financial year but not yet paid £13, Zoom £14.

The Designated fund is for approved requested items for the hospital which should be purchased in the next financial year. Vein Harvester £22,672 - Cardiac Surgery

The Trustees have agreed to a reserves policy of two years, to ensure there are sufficient funds to cover our committed funding to the Cardiac unit and expenses incurred to fund our activities and administration.

After the deduction of the costs of fundraising activities and administrative expenses the Club's net income is available for the purchase of equipment for Cardiac and related departments within Wythenshawe Hospital and grants and donations to local hospital services and other items relating to patient welfare.

The Trustees acknowledge the cash funds held by the Club is an unusually high figure mainly due to the legacy of £121,515 received January 2020, £22,672 of this has been agreed to fund the Vein Harvester. Due to the current Covid situation it has been difficult to liaise with the hospital to discuss any further funding requests, hopefully this will change during the next financial year.

The Accounts have been checked and verified by the independent examiner.  
Mr S Clegg FCA CPFA

Signed ..... Marie Holmes Treasurer Date .....

Signed ..... Martin Merriman Vice Chair

Date .....  
On Behalf of the Executive Committee

**RECEIPTS AND PAYMENTS FOR PERIOD 1ST FEBRUARY 2021 - 31ST JANUARY 2022**

	2021/22		2020/21	
	£	£	£	£
<b>Receipts</b>				
Membership Subscriptions		3425		3797
Donations		13426		13434
Legacies		0		121515
Gift Aid Recoverable		1777		2128
Building Society Interest		43		216
<b>Social Events :</b>				
Members Socials	0		15	
Christmas Social	790	790	0	15
<b>Fundraising :</b>				
Annual Raffle	2321		2385	
Monthly Lottery	2322	4643	2390	4775
<b>Total Receipts</b>		<u>24104</u>		<u>145880</u>
<b>Payments</b>				
<b>Administration Etc :</b>				
Travel Expenses	384		512	
Printing Stationery & Postage	814		436	
Phone & Zoom	195		0	
AGM and Seminar	117		0	
Web Site	263		80	
Newsletters	720		660	
Logo Shirts Mugs and Pens	634		0	
Equipment	0		167	
Sundry Expenses	40	3167	172	2027
<b>Direct Support to Hospital :</b>				
Patient Support Visits	0		397	
Patient Support Materials	6170		5415	
Ward Gifts	400		400	
Equipment funded for the Hospital	370	6940	29920	36132
<b>Social Events :</b>				
Members Socials	0		0	
Christmas Social	708	708	100	100
<b>Fundraising :</b>				
Annual Raffle	286		335	
Monthly Lottery Prizes	1056	1342	1144	1479
<b>Total Payments</b>		<u>12157</u>		<u>39738</u>
Net Receipts (payments) for the Year		11947		106142
Add : Balance of Funds from Previous Year.		155846		49704
Balance of Funds		<u>167793</u>		<u>155846</u>



**STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST JANUARY 2022**

	<b>2021/22</b>	<b>2020/21</b>
	£	£
<b>Cash Funds</b>		
Deposit Account at Vernon Building Society	84482	84439
Current Account at Virgin Money	81173	70228
Lottery Account at Virgin Money	2218	1135
Plus Un-credited deposits	0	220
Less Un-presented cheques	<u>-80</u>	<u>-176</u>
	<u>167793</u>	<u>155846</u>
 <b>Other Monetary assets</b>		
Gift Aid Recoverable	1200	1000
Building Society Interest Due	100	100
Paypal	<u>1150</u>	<u>0</u>
	<u>2450</u>	<u>1100</u>
 <b>Assets retained for the charity's own use (at nominal resale value)</b>		
Photocopier	<u>0</u>	<u>50</u>
	<u>0</u>	<u>50</u>
 <b>Liabilities</b>		
Travel and Patient Counselling Expenses	13	25
Zoom	<u>14</u>	<u>0</u>
	<u>27</u>	<u>25</u>
 <b>Designated Funds</b>		
Agreed Hospital Purchases	<u>22672</u>	<u>0</u>
	<u>22672</u>	<u>0</u>

Date .....

Signed ..... Marie Holmes Treasurer

Signed ..... Martin Merriman Vice Chair  
On Behalf of the Executive Committee