

## **SHEFFIELD FAMILY HOLIDAY FUND**

### **NOTICE of 47<sup>th</sup> ANNUAL GENERAL MEETING**

**Tuesday 14<sup>th</sup> March 2023, 12:30**

**Investec Offices, Beech House, 61 Napier St, Sheffield S11 8HA**

### **AGENDA**

1. Apologies for absence
2. Minutes of the last AGM – 15<sup>th</sup> March 2022
3. Annual Accounts and Annual Report, 2022
4. Appointment of Independent Examiner
5. Election of Trustees
  - John Hopkins, Stephen Allen and Jim Fulton retire by rotation and offer themselves for re-election.
  - Nick Bolton has given notice to retire as a trustee.
6. Update from the Family Holiday Charity by Mags Rivett, Director of Income and Engagement.
7. Any other business

## **SHEFFIELD FAMILY HOLIDAY FUND**

### **Chairman's Report for 2022**

I am pleased to report that the SFHF have continued to receive an increase in its funds raised in 2022 compared to 2021. Our total funds raised amounted to £30,256 compared with £29,470 received in the previous year. Our core trust and foundation supporters contributed £23,750, a slight decrease from £24,150 in the previous year. Many of these organisations continue to show tremendous loyalty to SFHF over the years and I am extremely grateful for their support.

Our individual donors continue to show their support for the charity. I'd like to personally thank Mr and Mrs Ferretti for opening their garden again in 2022 and raising an amazing £689 for us. I'd like to extend our thanks to Sarah Lynch and Roger Purkiss who increased their support again this year. I was delighted to be contacted by Debbie Bennett from the John Lewis partnership who arranged for a donation of £1,000 towards the SFHF in 2022.

Our dividend income has increased to £2,449 this year from £2,399 in the previous one. The two investment trust holdings we have, City of London Investment Trust and Merchants Trust have increased their dividend distributions every year for the last 56 and 39 years respectively. These funds provide a steady income to guarantee holidays for families every year.

In our first full year of holidays unaffected by the pandemic, the Family Holiday Charity (FHC) has been able to return to normal business providing our holidays and breaks for Sheffield families. In total 395 individuals have been supported in 2022. FHC allocated holidays and short breaks to 282 individuals in the Sheffield region. A post code breakdown is provided within the Impact Report. 68 families benefited from a holiday or short break and 113 individuals benefited from a day trip. Families who were awarded holidays enjoyed time at the caravan parks at Barmston Beach (near Bridlington) Withernsea Sands, Golden Palm Resort (Chapel St Leonards), Butlins (Skegness) and the Knights Lodges (Bretby). Families who benefited from a day trip were taken to the Yorkshire Wildlife Park and others enjoyed a trip to see the pantomime.

The biggest challenge for the FHC has been the increased cost in goods and services. The cost of a holiday has almost doubled in price. A further increase in costs is due to the need for families to receive more support during their holiday for travel, entertainment and food expenses. The focus for our holidays shifts from quantity to quality. It is important that families have a positive experience and one they will remember for life. The feedback from families who received holidays last year is positive. 92% agreed the holiday helped them to have more fun and create happy memories as a family. If you are in any doubt as to the impact our holidays have, please read Nasrin's story in the Impact Report provided with these accounts.

The demand for holidays will continue to surge as the cost-of-living crisis bites for many families in Sheffield. Our work must continue to ensure that families can receive a much-needed break. The support we receive from FHC to administer and allocate our holidays is very much appreciated. I look forward to working with them throughout 2023 to continue to provide holidays to local needy families.

I'd like to thank Alison Gardner and Mags Rivett (FHC) for their hard work to create a new brochure for the charity. I ask trustees to use the brochure to encourage more support for the charity in 2023 and beyond.

Thank you to Investec for their support in 2022 including providing the meeting space throughout the year and the refreshments at the AGM. Once again, thank you to all of my fellow trustees for their support in publicising the good work that our charity provides for families in the Sheffield region.

**John Hopkins, Chairman of Trustees, March 2023**

**Sheffield Family Holiday Fund**  
**Minutes of the 46<sup>th</sup> Annual General Meeting**  
**Tuesday 15<sup>th</sup> March 2022, 12:30pm**  
**Investec Offices, Beech House, 61 Napier St, Sheffield S11 8HA**

In attendance: John Hopkins, June Blower, Nick Bolton, Amy Ewens, Jim Fulton, Alison Gardner, Nick Greg, Rachel Hopkins, Kat Lee, Dave Meadows (online), James Parker and John Whaling.

1. Apologies for absence.
  - Apologies were given for Stephen Allen, Sara Gowan, Liz Murray, Lady Anne Neill, Christine Nye, Sue Smith and Les Tomlinson.
2. Minutes of the last AGM via Zoom
  - John Hopkins took the attendees through the minutes of the last meeting and all agreed they were accurate.
3. Annual Accounts and Annual Report, 2021
  - John Hopkins went through the annual accounts and annual report and they were agreed to be accurate  
*Proposer - June Blower and Seconder - Rachel Hopkins*
4. Appointment of Independent Examiner.  
  
*Proposer - Alison Gardner and Seconder - James Parker*
5. Election of Trustees.
  - Alison Gardner, Rachel Hopkins, June Blower retire by rotation and offer themselves for re-election. James Parker was appointed a trustee on 22 November 2021 and accordingly offers himself for re-election.  
  
*Proposer - John Hopkins and Seconder - Jim Fulton*
6. Update from the Family Holiday Charity by Kat Lee, Chief Executive Officer
  - Kat Lee provided an update of the work of the Family Holiday Charity in 2021 highlighting that they were able to offer 28 families (115 individuals) an overnight break in 2021, and 366 individuals on day breaks.
  - Kat updated attendees on plans for 2022 including the sale of the caravan fleet owned by the charity and the grant of £600,000 received by the charity from the Department for Culture Media and Sport to be spent on holidays by June 2022. Kat highlighted the need for applications for holidays and the need to encourage more referrers to sign up on their website. Trustees agreed to use local networks to spread the word.
7. Any other business
  - John Hopkins reminded trustees that the charity's 50th anniversary is approaching in 2026 and June Blower asked about an event to celebrate this milestone. It was agreed that this would be discussed at a future meeting of trustees.
  - John Hopkins thanked all the trustees for their support of the Sheffield Family Holiday Fund over the last year.

**SHEFFIELD FAMILY HOLIDAY FUND**

**INCOME AND EXPENDITURE ACCOUNT- YEAR ENDED 31<sup>ST</sup> DEC 2022**

<b>INCOME</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Donations from Charitable Trusts, Organisations and Individuals	30,256	29,470
Dividend Income	2,449	2,399
Bank Interest	73	2
<b>Total Income</b>	<b>32,778</b>	<b>31,871</b>
Less Sundry expenses	1,683	1,017
<b>NET INCOME FOR THE YEAR</b>	<b>31,095</b>	<b>30,854</b>

**BALANCE SHEET AT 31<sup>ST</sup> DECEMBER 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>		
Quoted Investments at cost (Note 2)	25,325	25,325
Capital Fund cash balance (Note 3)	5,321	1,509
	<b>30,646</b>	<b>26,834</b>
<b>CURRENT ASSETS</b>		
Cash at Bank and with fund manager	18,695	21,259
Debtors	330	0
	19,025	21,259
Less Creditors	0	17
Net Current Assets	<b>19,025</b>	<b>21,242</b>
<b>NET ASSETS</b>	<b>49,671</b>	<b>48,076</b>
Represented by:		
<b>ACCUMULATED FUND</b>		
Balance B/fwd	48,076	45,222
Add: Excess of Income over Expenditure	31,095	30,854
	<b>79,171</b>	<b>76,076</b>
Less: Transfer to Family Holiday Charity	29,500	28,000
<b>ACCUMULATED FUND at 31.12.2022 (2021)</b>	<b>49,671</b>	<b>48,076</b>

**NOTE 1**

**HOLIDAY ARRANGEMENTS FOR 2023**

The Sheffield Family Holiday Fund (SFHF) has agreed with the Family Holiday Charity (FHC) that the direct arrangements for holidays in 2023 for disadvantaged Sheffield families will be continued by the FHC. SFHF will continue to raise funds for the provision of holidays and has agreed to transfer money to FHC in advance to finance the holidays.

**NOTE 2**

The Quoted Investments had a market value of £33,197 at 31<sup>st</sup> December 2022 (£32,559 – 2021)

**NOTE 3**

**Capital Fund**

2022 Balance £5,321 (2021 - £1,509)

**NOTE 4**

**SUMMARY OF FUNDS TRANSFERRED TO FAMILY HOLIDAY ASSOCIATION**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Funds held by FHC b/fwd	34,181	18,620
Payments made for holidays	29,500	28,000
	<b>63,681</b>	<b>46,620</b>
Cost of holidays in 2022 (2021)	48,585	12,439
Funds held by FHC c/fwd to 2022 (2021)	15,096	34,181

**SHEFFIELD FAMILY HOLIDAY FUND**

**Independent Inspection**

My inspection of the records and the preparation of the accounts is undertaken on a voluntary basis, and not intended to be treated by the committee or members as being an audit for the purposes of the Charities Act, nor as an independent examination by a reporting accountant as defined by the Charities Act.

My inspection is undertaken at the voluntary discretion of the Trustees with the sole purpose of assisting in the preparation of a fair statement of the Fund and subject to the foregoing, I am satisfied that the statements are in accordance with the records and explanations received, and further subject to those records, are free from material misstatement.

26 Feb 2023

R Gardiner  
Accountant



**TRUST & FOUNDATION DONORS**

	<b>2022</b>	<b>2021</b>
	£	£
Harry Bottom Charitable Trust	6,000	0
Church Burgesses Trust	3,000	3,000
JG Graves Charitable Trust	3,000	3,000
Freshgate Trust	2,500	4,000
Queen Victoria and Johnson Mem Trust	2,500	3,000
Zachery Merton & George Woofindin Conv Trust	2,000	2,000
Town Trustees of Sheffield	2,000	2,000
Cutlers Company Charitable Trust	1,000	1,000
James Neill Trust Fund	1,000	1,000
Dixon Pitchfork Charitable Trust	750	750
South Yorkshire Community Foundation	0	2,000
Talbot Trusts	0	1,000
Sheffield Benevolent Society	0	1,000
Outukumpu Charitable Fund	0	400
	<b>23,750</b>	<b>24,150</b>

**OTHER DONORS**

	<b>2022</b>	<b>2021</b>
	£	£
Just Giving and Memory Giving donations	1,519	122
Sarah Lynch and Roger Purkiss	1,025	850
John Lewis	1,000	0
Mr and Mrs Ferretti Open Garden Event	689	989
Soroptimist Int of Hallamshire	500	0
Anon	400	400
St John's Church Ranmoor	307	266
Christ Church Hackenthorpe	300	0
Simon Lee	250	0
Donations less than £100	179	163
D Meadows	120	100
DD Pearson	117	0
Julia Massey	100	0
Investec Charitable Donation – Advent Calendar	0	1,500
St Marie's Activity Group	0	730
Peter Gannon	0	200
	<b>6,506</b>	<b>5,320</b>
	<b>30,256</b>	<b>29,470</b>

## Sheffield Family Holiday Fund Impact Report 2022

Information provided by Kat Lee  
Chief Executive, Family Holiday Charity (FHC)

### Our Purpose

To provide breaks for disadvantaged families in the Sheffield postcode region.



### Update on activity - Holidays

In total 68 family holidays have been funded by SFHF in 2022.

Those families comprise: 161 children and 121 Adults

80% of the families SFHF helped rated their holiday experience as an 8 or more out of 10.

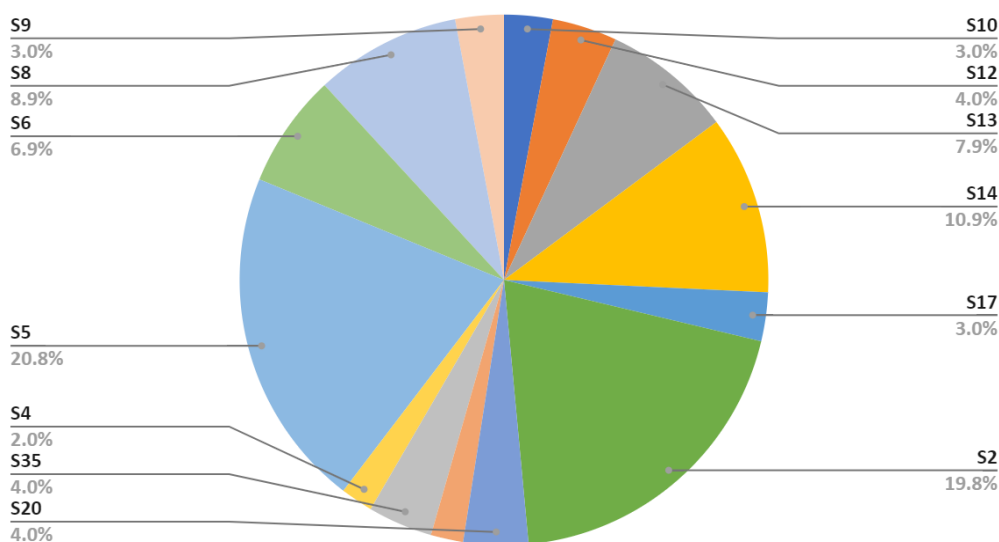
92% agreed the holiday helped them to have more fun and create happy memories as a family

80% agreed that the holiday had a positive impact on the mental health and wellbeing of their family

76% agreed that the holiday had a positive impact on the family's confidence

78% agreed that the holiday had a positive impact their ability to deal with the challenges they face as a family

Postcode areas supported



### Update on activity - Group trips

a group of 70 people (16 adults and 54 children) to book to go to the pantomime in December.

a group of 43 people (20 adults and 23 children) to have a trip to the Yorkshire Wildlife Park in November.

**Family feedback**

“The log cabin was absolutely immaculate, and the staff were amazing. Nothing was too much trouble for them. We had a loaf of farmhouse bread, fruit loaf, milk and a bottle of Prosecco. We would definitely 100% go back. There might be a chance in the future for us to save up to do this.”

“Thank you so much. it has been an extremely difficult year and this holiday was so lovely, just to do normal fun things with the children.”

“ Thank you so much for the opportunity - we loved every minute of it! This really helped us be more positive in a difficult time.”

**Referring organisations in 2022**

Sheffield Young Carers Project	Shelter
SOAR Work	Various Sheffield Schools
Sheffield Housing Associations	Sheffield Childrens’ Hospital NHS Foundation Trust
Sheffield City Council	

**Referring organisations feedback**

“I have not referred for a holiday with the FHC for several years but as the experience and your support was so easy I will certainly consider this again in the future. I can definitely see the benefits to vulnerable families of going away together and having some fun with the children away from the stress etc. at home. Thank you so much for providing this amazing service!!”

“It was a really positive experience. The booking was really good. The money given for food and Travel was great. The only thing would be if any funds could be given towards fun activities as nothing is cheap except the beach but it is not always warm weather. Amazing experience for families and makes such a difference.”



### **Criteria to be given a holiday**

The FHC have a base level of criteria in order for a family to be awarded a holiday: a household income of less than £24k, one child in the family must be under 18 and the family must not have had an overnight break in the last 4 years. The FHC works very closely with the relevant referrers to ensure that holidays and day trips are awarded to the most deserving families. In many cases the FHC will also help the families with travel costs and work with the referring organisations to offer additional support.

### **Challenges in 2022**

The charity received two large government grants in 2022 – which was fantastic news for families as the FHC were able to help so many more. It did stretch resources though and the FHC had to make some swift changes to our operating model to be able to deliver at the scale and pace required. The systems have become outdated and at times they got in the way of the FHC's work during the year. The FHC has started a programme of digital development which will address this to ensure they can work as efficiently and effectively as possible. They also experienced the same challenges as others around the increased cost of goods and services, competitive recruitment market and strong competition from other causes for funding. The continued support of SFHF ensures that families in Sheffield continue to access holidays and days out in an increasingly difficult time for them.

### **Plans for 2023**

The FHC team is currently getting systems ready to go live with applications for holidays in 2023. They are working on some major projects which will launch during the year ahead.

A new customer relationship management tool to improve the experience of supporters and fundraising activity.

A new booking system for holidays to improve the family and referrer experience and reflect the updated operating model.

A Theory of Change and impact measurement and management framework to help the FHC communicate and increase impact.

## Nasrin's story

### Nasrin and her family's holiday was funded by Sheffield Family Holiday Fund.

Nasrin is readying herself for her next round of chemo. Diagnosed with stage 3 breast cancer in 2020, she underwent surgery and extensive treatment for several months, but she found out earlier this year that the cancer has come back.

One thing keeping her going is her happy memories of a holiday away in August with her husband and two daughters at Butlins in Skegness. "Those five days away did us a lot of good," she says. "It was just really special."

"When I had chemo the first time," she goes on to say, "I had this guilt that I wasn't able to spend time with my girls. I couldn't even do a day trip to the park." When Nasrin first found out about the cancer, her youngest daughter Yasmin, now nearly three, was only a few months old. Her illness and the long recovery process impacted hugely on their time together during her daughter's early years. Her older daughter Asma, 12, was also badly affected and started struggling at school.

The cancer diagnosis came very soon after the sudden death of Nasrin's mum. "It was a shock. She was only 59. It was hard for me to grieve because I was heavily pregnant with Yasmin at the time."

Nasrin's life has been turned upside down by the double trauma and so the opportunity to take a short break with everyone together, although daunting because of her health condition, was one that she didn't want to miss.

Fortunately, because everything was close by on site at Butlins, she was able to really enjoy the time with her family. "I was nervous if I'd be able to do everything and keep the girls happy," she explains,

"I thought I'd have to plan something each day or go places which I can't do, I can't plan ahead anymore."

"But you don't have to book anything," she continues, "not even the swimming. You could just do what you wanted to do on the day, and I could take a break whenever I wanted to rest."

Seeing her daughters laughing and playing together lifted Nasrin's spirits no end and she was content to just sit on a bench and watch them darting in and out of the water sprinkler or collecting shells on the beach.

One of her favourite moments came when Yasmin squealed with delight when she met Peppa Pig and had her photo taken. For Asma, because the holiday camp provided a safe environment, she was able to explore independently and make her own way to the arcades when her mum needed to rest.

“Looking at Asma now,” Nasrin says, “the holiday kept her busy and her mind off things. There’s a positive change in her and it has really boosted her. That’s why to me, it was the best holiday compared to any other holidays I’ve been on.”

Because Nasrin’s going through so much at the moment, and has low moods and anxiety as a result, she very nearly didn’t go away. But not wanting the girls to miss out, she overcame her worries and is glad now that she has joyful moments to draw on as she goes through the next round of chemo.

“Whenever I have low moods, I just remember those five days, what we did there and the pictures that we took. I talk to Asma about what was funny and what made us laugh. It’s given me more strength for my chemo.”

**Thank you to everyone who has supported the  
Sheffield Family Holiday Fund in 2022**