



Rotherfield St Martin

Inspiring our community to care for one another
Charity Number 1168555

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR 2021/22



Laughter Is The Best Medicine!

STRATEGY SNAPSHOT

**ROTHERFIELD
ST MARTIN**

STRATEGY SNAPSHOT 2021 - 2024



Our Vision: A community where every person enjoys a secure and enjoyable third age
Our Mission: Prevent isolation and loneliness by building a strong and supportive community

Our Key Objectives

To support older residents to be active and valued members of the community

To provide a community hub to support local residents and foster social connections

To develop a financially resilient, community led charity

To encourage and support our members to connect digitally

To secure a permanent hub at village centre



Inspiring and supporting our community to care for one another

Strategic Activities



To provide a range of relevant, inclusive activities & support services.

Partner with key stakeholders to establish useful resources and promote intergenerational projects.

To identify and pursue a range of different fundraising avenues and campaigns.

Engage with our community to provide practical solutions to help people connect online.

Work with relevant groups and stakeholders to secure suitable premises for the long term.

To recruit, train and retain a team of first class volunteers to help deliver our core vision.

To ensure emergency response processes and procedures are documented in case of future community crisis.

To improve efficiency through technology and training.

To provide one to one IT training if required and ongoing support.

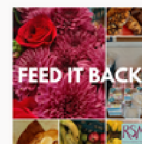
To ensure that RSM's role is understood within the community and offer education and training opportunities where relevant.

Review & develop the Parish Pals initiative to determine its role beyond Covid 19.

To champion Wealden Dementia Charter in order to raise awareness and support those with dementia in our community

To offer additional support and signposting to unpaid carers.

Our initiatives



The Trustees of Rotherfield St Martin have pleasure in presenting this Annual Report and independently examined financial statements of the charity for the year ending 31st August 2022.

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The RSM Staff Team - From left - Sarah, Fiona, Lou, Vicky and Iona

STRUCTURE, GOVERNANCE & MANAGEMENT

TRUSTEES

Rotherfield St Martin must have a minimum of 4 and a maximum of 8 charity trustees. The following people served as charity trustees during the year:

Leon Steer	Chair (appointed 1 Sept 2018 - re appointed 28 Mar 2022)
Sue Taylor	Trustee (appointed 4 Feb 2019)
John O'Conor	Trustee (appointed 30 Oct 2018 - retired 28 Mar 2022)
Mark Howard	Trustee (appointed 22 Jan 2018 - reappointed 28 Mar 2022)
Sharon Bohane	Trustee (appointed 27 Jul 2021 - reappointed 28 Mar 2022)
Elaine Fraser	Trustee (appointed 14 Jul 2020 - retired 28 Mar 2022)
Ruth Helliwell	Trustee (appointed 28 Mar 2022)
Sue Barnett	Trustee (appointed 28 Mar 2022)
Melanie den Brinker-Darby	Trustee (appointed 28 Mar 2022)

CHARITY MANAGER: Mrs Victoria Cheeseman (appointed 1 Feb 2018)

CHARITY NUMBER: 1168555

REGISTERED ADDRESS: RSM Centre
Memorial Institute
North Street
Rotherfield
East Sussex TN6 3LX

INDEPENDENT EXAMINER: Mr G Khan (ACMA)
G3J Limited
32 Abinger Drive
Redhill
Surrey RH1 6SY

BANKERS: National Westminster Bank Plc
CAF Bank

The Charitable Incorporated Organisation (CIO), Rotherfield St Martin, was established on 2 August 2016 and has the registered number 1168555.

It assumed the responsibilities and obligations previously carried out by the Charity also known as Rotherfield St Martin (registered number 1119458). The CIO has adopted the "association" model, having voting members other than charity trustees.

An AGM must be held at intervals of not more than 15 months and be open to all members of the CIO.

At each AGM trustees will stand for election/re-election to be appointed by the members of the CIO. These will be trustees that have served three years since their last appointment at an AGM, or trustees that have been appointed mid year by trustees.

New trustees are provided with a copy of the Deed (Constitution dated 2/08/2016) together with any amendments made to it, and a copy of the charity's latest Annual Report and accounts. They must also acknowledge their acceptance of the office of trustee.

In addition to the AGM, staff and trustees attend 4 Board Meetings and a planning day each year to review progress against objectives.

All staff and trustees are fully vetted before they are appointed.

Our Charitable Objects:

The charitable objects of the CIO are to promote for the benefit for the inhabitants of Rotherfield, East Sussex and the surrounding area, the provision of facilities for welfare, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

Our Vision:

A community where every person in Rotherfield and the surrounding areas, enjoys a secure and enjoyable third age.

Our Mission:

To prevent isolation and loneliness by building a strong and supportive community.

Our Values:

- Community Led
- Person Centred
- Inclusive
- Kind & Respectful
- Responsive
- Innovative & Flexible
- Collaborative

SUMMARY OF THE YEAR 2021/2022

REPORT BY CHARITY MANAGER, VICKY CHEESEMAN

In the year ending August 2022 we focussed on finding our 'new normal' and creating new opportunities. As the world emerged from the restrictions of Covid, at RSM we were faced with some challenges of our own in order to return to normal. We found that our members and volunteers fell into two categories; those that couldn't wait to get back to socialising and those that were very cautious and worried about re-joining groups and activities. The RSM team therefore had to be flexible and creative to ensure that everyone felt that their concerns were considered and that they felt respected in their choices, whilst remaining connected to their community.



RESOURCES

Our team returned to our hub at the heart of the community, re opening for 50 weeks of the year. Our clubs re opened and our therapists returned. With approval from our landlord, we were able to use our building in a flexible manner to support not just our members but also the wider community. As a result we introduced our community wide 'Feed It Back' programme offering surplus food from supermarkets in our lobby and we established a Ukrainian Hub.

The team used various methods of IT to communicate with members and volunteers, and we adopted a hybrid approach to some clubs with a mix of online and face to face groups. We also reached out to our community to source smaller alternative venues for our more cautious members to feel comfortable.

RESPONDING TO NEEDS

Our core aim of bringing people together to combat isolation and loneliness has never changed, but the way in which we achieved this during the year had to.

Coming out of lockdown our members' core set of needs were; reassurance, regaining physical health, accessing appropriate health care, support in re-joining clubs and activities safely and practical support such as transport to medical appointments and our clubs and activities.

Together with a core group of RSM volunteers, the staff team were able to meet these needs by recruiting additional volunteers, adopting an open-door policy Monday to Friday with a reactionary team, making regular telephone calls to those who didn't wish to mix in person immediately and by sourcing alternative venues for activities.

Our monthly newsletter, with a selection of news items, useful information, games and quizzes, continued to keep all our members and volunteers up to date and to continue to feel part of a community.

'The number of over 50s experiencing loneliness is set to reach two million by 2025/6. This compares to around 1.4 million in 2016/7 – a 49% increase in 10 years' Campaign to End Loneliness 2022

RAISING AWARENESS

We are a well-established charity and many organisations and individuals are aware that we support older people. However, the breadth of our work is still not widely known.

It remains a challenge to raise awareness of all that we offer, due to the vulnerability of some of our members and the nature of the work we undertake to support them. Therefore, rather than using the usual channels to raise awareness of all that we do, we have worked on building professional relationships with professional bodies such as Social Prescribers, Adult Social Care, East Sussex Vision Support, Wealden District Council, 3VA, Action in Rural Sussex and Age UK, who are fully aware of all our services and can therefore signpost older people to us.

We continue to engage with our local MP Nus Ghani to raise awareness of our dementia work and to ensure that the challenges faced by older people in our rural community remain on the political radar.

I was surprised and pleased to accept an invitation to the East Sussex Women of The Year Lunch in May 2022 celebrating the achievements of women in the county working within charities that promote physical activities for well-being. It was a fantastic opportunity to mix with inspirational women and of course to talk about the work of RSM.

In June 2022, the RSM staff and trustees were delighted to accept an invitation to Wealden District Councils Jubilee Celebration at Pevensey Castle, in recognition of our community work during the Covid pandemic.

FUNDING

We ended the year in a financially robust position largely due to the support of our donors effective strategic planning. However, grants remain our highest source of income. During the year we received several small grants for targeted projects, particularly related to our food waste programme. But with an uncertain economy, it was more difficult to source core funding. We are therefore extremely grateful to the continued support of our long-term supporter, the John Armitage Charitable Trust, who increased their annual grant to support our core costs. We continued to raise income via our own activities and services as well as fundraising events throughout the year. We have also been fortunate to receive two legacies from two of our founding members.



*Wealden Council Jubilee Celebration at Pevensey Castle -
2nd June 2022*

FINDING SOLUTIONS

Following lockdown, it was vital to reconnect and network with other organisations and professionals within our sector.

Many changes in working practices had taken place across Wealden during lockdown and, in particular, we saw changes in local healthcare provision.

Perhaps one of our biggest challenges was responding to medical drive requests. The NHS, in a bid to catch up on the backlog, issued outpatient appointments across counties, often at unsocial times of day.

Being situated near the county border of East Sussex and Kent, we had to respond to an increased request for drives to medical appointments to a far wider number of destinations than prior to lockdown. We responded to this by recruiting new volunteer drivers who were prepared to literally 'go the extra mile'.

SUMMARY

Our clubs and activities are thriving once again. We continue to build our hub at the heart of our community and whilst our core aim continues to be combating isolation and loneliness in older people, we are delighted that we are reaching a younger demographic through our surplus food programme, therefore making our work wider known and understood.

I would like to thank our community and supporters, who enable us to offer friendship, advice and support, and as a team, learn, develop and flourish.

Vicky



Audrey and driver, Ken

OUR IMPACT - PERFORMANCE AGAINST OBJECTIVES

TO SUPPORT OLDER RESIDENTS TO BE ACTIVE AND VALUED MEMBERS OF THE COMMUNITY

We often ask ourselves 'what is older age' ? As ours is an ageing population living better than our predecessors, this can be a difficult question to answer. Our members range in age from 44 to 96, meaning that as a person-centred charity, we focus on the person rather than their age and our support is flexible and diverse.

We embrace our members wisdom and knowledge, and the friendship and support we offer is very much reciprocated. Our manager will always use our members as sounding boards for new ventures and is always thankful for their experience of past and present local issues which is invaluable. We very much encourage our members to be 'involved members' rather than a customer being served.

Many of our volunteers are recently retired and looking for an opportunity to put their skills to good use and remain connected and valued. These volunteers are an absolute asset to our charity as they grow into their new role, often commenting that they don't know how they ever had time to work!

We were delighted to be invited by the Parish Council to attend the community planting of a tree for the Queen's Green Canopy, and even more delighted that our volunteer, member and former Chairman, Andy Miller, was asked to represent RSM.



RSM Member & Volunteer Andy Miller Planting a tree for the Queen's Green Canopy

TO PROVIDE A COMMUNITY HUB TO SUPPORT LOCAL RESIDENTS AND FOSTER SOCIAL CONNECTIONS



We are fortunate to be situated in the heart of our community and consequently witness daily village life through our office windows. We operate an open-door policy and are visited daily by our members, volunteers, therapists, residents and representatives of other local organisations. We are often the first port of call when there is a crisis, local issue or if help or information is required .

Our team have a wealth of local knowledge and if we are unable to help, are very happy to sign post to appropriate services. We have developed an in-house APP where we hold useful local information and details of recommended and trusted local tradespeople, which we can recommend to our members.

We have become a 'safe place' for vulnerable older people. People living with dementia visit us daily. Although they may not always remember our names, they remember that they are met with friendship and kindness and often use the phrase 'I know how to find you and I know I can trust you'.

We have also welcomed Ukrainian families, setting up a hub with clothing, toiletries, books and toys for children. Alongside this we have worked with 3VA to provide practical support issuing SIM cards, helping with applications for Universal Credit and opening bank accounts.

Rotherfield St Martin is very much a place where local people offer help and ask for help.



Anita and Poppy drop by



In the last year we have also expanded our food waste programme, collecting surplus food from four local supermarkets which we offer to our community via our 'Feed it Back' table. This is an essential service for both older people who no longer drive and find it challenging to visit the local supermarket as well as for families who are facing food poverty.

TO DEVELOP A FINANCIALLY RESILIENT, COMMUNITY LED CHARITY

As a charity our main source of income is from grants and donations. During the year we have been financially supported by local organisations, trusts, residents and members. Although our membership subscriptions and activities generate some income these are subsidised to make them affordable for older people, particularly for those who are reliant on a State Pension. To diversify our income we have introduced monthly fund-raising events, such as our popular Pub Quiz, a 100 Club and have attend local events throughout the year which help us to raise funds and our profile locally.

We were extremely grateful to receive a legacy from a Founding Member in recognition of the friendship they received from RSM. Legacies have such an impact on our charity and moving forward we will introduce a 'Leave a Gift in your Will' campaign.

TO PROVIDE A PERMANENT HUB AT THE VILLAGE CENTRE

We investigated the possibility of taking ownership of our current premises under a gift scheme with the Charity Commission. The building is over 200 years old and requires substantial funds to restore it and make it suitable for modern day needs.

Taking advice from Action in Rural Sussex and consulting with our community, this initially looked like a viable option. However due to imposed restrictions from the Charity Commission, we took the decision not to proceed due to potential risk to our charity.

The Landlord is now in discussion with our Parish Council to determine if they could take on the building as Sole Trustee. Under this scheme we could remain as tenants which would give us security for many years to come.



*RSM HQ at Rotherfield
Memorial Institute*

TO ENCOURAGE AND SUPPORT OUR MEMBERS TO CONNECT DIGITALLY

Covid highlighted to us how disadvantaged some older people are due to lack of digital accessibility. We have found that many older people have digital tools but lack the experience of how to use them. We have therefore started to help members on a one-to-one basis and will look to extend this to workshops in the coming year if there is demand.

With the closure of many banks locally, we have introduced a cashless payment system for all our services and activities for the convenience of our members and community.

With many more people now becoming familiar with electronic communication, we have started to use WHATTSAPP so that information can be communicated efficiently and securely. This is particularly popular with our volunteer drivers.

OUR IMPACT - A YEAR IN NUMBERS

185



**Physical Exercise
Classes**

1,089



Volunteer Drives

3,780



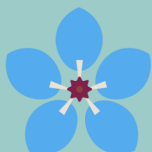
**Newsletters
Posted**

1,500



**Hot Meals
Cooked**

94



**Local Dementia
Friends**

4,500



**Phone Calls
Answered**

OUR IMPACT - ACHIEVEMENTS

LUNCHEON CLUB

At the start of the year we took over the weekly Village Luncheon Club which was at risk of folding following lockdown. This valuable service provides a subsidised three course home cooked meal for older people in the community. We have six wonderful volunteer teams who shop, prepare, cook, serve and clear away the service each week. For many people who live alone, this is a weekly event offering friendship and home cooked food, to look forward to.

Age UK as part of their 'Eat, Drink, Live Well' scheme, advise older people to find a local lunch club as they provide a nutritionally well-balanced hot meal.

In the last year we have increased the average weekly meals provided to 35, updated the menus to provide well balanced and nutritious meals and have recruited additional volunteers to help prepare and cook the meals. The clean plates at the end of each club speak for themselves!



NEW CLUBS



Getting Crafty!

VOLUNTEER POWER

Our volunteers are instrumental in all that we do and collectively give at least **165** voluntary hours to us each week through an array of roles. Being open for 50 weeks of the year, this equates to **8,250** hours per year, which if paid at the minimum wage equates to **£78,375** (higher than our actual salaries cost).

Our volunteers have an amazing set of skills and range from retired GPs to University students. In the summer we held a Volunteer BBQ as a small way to say thank you for all that they do. Many new friendships were made, and it was very rewarding to see so many of our volunteers sharing their positive volunteering experiences.



Our youngest volunteers - Hamish, Alex and Maddie



JUBILEE COMMUNITY CELEBRATION

The Jubilee gave us a platform to bring our whole community together. We held two successful events - a Jubilee party and an exhibition 'A Hall Load of Memories' celebrating our community during the Queen's reign.

The exhibition championed our older residents, many of whom have lived in our community for decades and consequently were able to provide invaluable information about our Parish to visitors. For weeks on end older residents brought in scrap books, photos and even relics for us to exhibit. Some of them took up residence at the exhibition to answer questions posed by younger visitors. This was an empowering experience for older people in our community.



The party was a joyful occasion with much dancing, laughter, and reminiscing. We take much pleasure in enabling these types of occasions as they bring much joy to our members.



RAISING AWARENESS OF DEMENTIA IN OUR COMMUNITY

We made the bold decision this year to no longer run a dedicated dementia club. Our rationale being that people living with dementia should be able to access all our services or activities and be visible in our community. This was reinforced by feedback from members living with dementia and their families, some of whom had commented that they need the stimulation of a diverse crowd.

To ensure that we are Dementia Aware as a team, we attended a fantastic course 'Learning from Living with Dementia' which is co-produced by dementia trainers and Educate who are a team of people living with dementia themselves. This had made us aware of how to ensure that people living with dementia feel safe and comfortable at our clubs, whether this be arranging for a driver to collect them, the environment or support from a volunteer.

Our Dementia Champion, Iona, ensures that our community is Dementia Aware and has continued to run Dementia Awareness sessions to create over 90 local Dementia Friends. We also held our first ever Memory Walk to raise awareness and funds for the Alzheimer's Society. This was a brilliant day held in the Autumn sunshine, which was attended by supporters, people living with dementia, their families and some four-legged friends. The event raised **£1,600**.



Our First Ever Dementia Memory Walk



Raising Awareness!

During Dementia Awareness Week we photo bombed the community with facts about dementia.

We were dismayed when after a couple of days, many of our cards had been removed. We then learnt that one of our members who lives with dementia had removed them as he thought they were wonderful and had collected them and given them to his friends and family to help them be more dementia aware!

SUPPORTING A WHOLE COMMUNITY

When news broke of the war in Ukraine, like other community organisations we asked ourselves ‘how can we help’?

Our response was to set up a Ukrainian Support Hub with two functions; a store of clothes, toiletries, household items etc. for refugees who needed essentials when first arriving in the UK, often with nothing, and a 'safe space' providing practical advice and support, such as distributing sim cards, applying for Universal credit, bank accounts and how to access other vital services.

We engaged with two wonderfully kind local translators to help with this process and 3VA, who are working with our local County Council to home and support Ukrainian refugees across the county.

As well as hosting families, the community generously gave funds to support Ukrainian families in the local area and with the help of the Parish Council and local residents, we have managed these funds to provide things such as school uniform, to pay for school trips and holiday clubs for Ukrainian children. This has been essential in helping families integrate into our community.



Ukrainian hosts collecting children's books from our hub



WHAT WE HAVE LEARNT THIS YEAR

Throughout the year we provide daily clubs and activities but what had a real impact this year was our Holiday at Home programme that saw us leave our community and travel further afield. The staff team always attend the trips which gives us a real opportunity to chat to our members, find out more about their lives, share experiences together and importantly find out what really matters, so that we can ensure that all that we do has a positive impact.

Let's Consider Some Facts About Loneliness:

- Half a million older people go at least five or six days a week without seeing or speaking to anyone at all
- Two fifths of all older people (about 3.9 million) say the television is their main company
- Loneliness and social isolation put individuals at greater risk of cognitive decline and dementia
- Loneliness is likely to increase your risk of death by 26%

Cited by Campaign to End Loneliness (2022)

So how do we tackle loneliness? It is easy to make assumptions, so we have asked our members and have learnt that:

- Our members enjoy spending time out of the house and enjoy a change of scenery
- They want to meet new people and make new friends
- They don't let poor mobility be a barrier to getting out and about
- They enjoy new experiences but also enjoy reminiscing, which promotes happy memories
- People living with dementia enjoy our trips if they are supported 1:1 and are well prepared and know where they are going
- Our members enjoy a day out and can be independent, but are happier when we organise and manage the day for them from start to finish, as this reduces stress
- They enjoy being part of a group
- They love having something to look forward to

Our Solution:

We plan trips that all our members can attend. We visit each venue when planning a trip to ensure its safe, friendly, welcoming, and accessible. If there is an obstacle, we find a solution. There is a good ratio of staff and volunteers at all outings to ensure that each trip runs smoothly. Nothing is rushed and as a result everyone can relax, enjoy a happy day out and make new friends and memories.

So, what do our days out look like?



Oh I do like to be beside the seaside!



Lets get physical

WE LIKE TO MOVE IT - HYDROTHERAPY WITH RSM!

Every Tuesday late afternoon, RSM members come to our hydrotherapy exercise class to improve their fitness and mobility. The session is held at a purpose built hydrotherapy pool in Crowborough which is typically 36C (which is about 10 degrees warmer than a normal swimming pool). The warmth of the water allows muscles to relax and eases the pain in joints, aiding exercise.

We employ two professional instructors who alternate each week. They are able to adapt to individual limitations and preferences. Also in residence is a trained Life Guard and two members of RSM staff.

Hydrotherapy of this sort is particularly good for those with arthritis, stiffness of joints and those recovering from hip or knee surgery

Key benefits include the ability to:

- Move more easily
- Relax your body
- Regain fitness following an operation or accident
- Ease pain
- Perform gentle all over body exercise
- Improve circulation and breathing
- Improve sleep quality



CASE STUDY

RSM member, Susan started coming to hydrotherapy about a year ago on the recommendation of her doctor. Susan says

"Hydrotherapy was something I wanted to do and my Doctor agreed it would be good for my health. It reduces the pain of fibromyalgia and is improving my fitness and mobility, because the water takes all the weight off my knees. I find I can move in the water in a way I can't on land.

The instructors give me alternatives if I can't manage a particular exercise. I find that although I have some pain when I get out the pool, I will have 5 good days afterwards and I sleep better. It's brilliant and really relaxes me.

It is a really friendly bunch and I feel very comfortable. I'm not at all self conscious now because they are so kind and understanding - they all have similar problems and I really enjoy their company. It has really helped my mental health too"

It's the best thing I've ever done

I'd encourage anyone to try it

It's something I really look forward to every week

OUR VALUES IN ACTION - (from our members)

“ I would be totally lost without your help”

“Its such a comfort to know you are there”

“I am just having a bad day and you have made me smile again”

“Where would everyone go if there was no RSM?”

“I can’t believe how kind you have all been”

“All the meals at lunch club are delicious”

“Your drivers are stars”



“Thank you all who supplied the hot tea and fish and chips (during Storm Eunice) – extremely grateful”

“My dear Vicky and all the team, how kind, so much time and care you give to us all”

“By far the best charity I have ever volunteered for – very organised and professional”

“Many thanks for yet another wonderful day. I am beginning to know the other members who are lovely and the helpers of course”

“You always spoil us”

“Thank you for just being RSM!!”

“Well done RSM thank you so much for all the brilliant organising you have done over the last few days, you did a great job and we thoroughly enjoyed everything”

OUR VOLUNTEERS - CASE STUDY

Our volunteers are integral to all that we do and we love welcoming new volunteers on board. We were delighted to receive a call in April from a chap called Steve. Steve works at Waitrose and after 25 years' service, the company give its' employees six months paid leave as a thank you for long service. We were on Steve's radar and he was offering to volunteer at RSM for his six months leave.

Steve had come across RSM about 5 years ago when he and some colleagues spent time learning about dementia and attended a trip to a Dementia Café. He says "I rang RSM to see what I could do to help two or three days a week to keep me busy".

Well, as you know, RSM doesn't need asking twice. We immediately accepted his kind offer and once his checks were completed, we set him to work!

During his six months with us Steve became a volunteer driver, taking our members to and from medical appointments and clubs. He enjoyed attending our 'Men at Ten' club one morning and came along to help at all our Holiday At Home trips over the summer.

Steve also came to the rescue for a member who had to have surgery at a hospital in Medway, making the hour and a half drive there and waiting with his passenger until he was admitted onto the ward. We were told subsequently that the surgery had been life-saving. His family will be forever grateful.

What did you most enjoy about your experience?

"I'm a people person and I loved meeting so many new people and hearing about their lives and their stories. They are fascinating".

"Volunteering at RSM gave me a sense of achievement and also gave me a peace of mind – in some cases I might be the only person someone had seen that day or even week."

What have you learned about yourself?

I've learned to listen more and let another person talk and share their worries or joy. Its more about them than me. I like being in one to one situations or in a small gang as I don't enjoy being in a big group really.

Volunteering at RSM has been easy. The communication is clear and helpful and I never felt pressured into doing something I wasn't comfortable doing. It's been a really enjoyable experience and I will come back.

If anyone is thinking of volunteering, I'd say give it a go. You'll meet a variety of people, you'll go to new places and every day will be different. And you could be making a big difference for someone.

Steve is back working full time at Waitrose but hopes he might join us on a trip or two again in the summer. If you see him at work, do say hello!



Steve and Paul enjoying a day out!

OUR VOLUNTEERS (stars) IN ACTION



Welcoming



Helping Hand



Kindness





Generosity



Friendship



Caring



TRUSTS

We received grants from a number of trusts and organisations both local and further afield. We are immensely grateful to:

- Virgin Media
- Sainsburys
- Sussex Police
- Brian Mitchell
- 3VA Food Partnership
- Rotherfield Parish Council
- Lidl's
- 3VA Ukraine
- John Armitage (JACT)
- Masonic Charitable Foundation

Grants received from these organisations have enabled us to grow our work, expand experiences for our members and embark on new projects. This includes sourcing and providing surplus food to help ease the continuing cost of living crisis; keeping older vulnerable people informed against potential crime, supporting Ukrainian refugees and offering half day activities with transport for older people to combat isolation and loneliness. Consequently, our members are better connected to their community and are enjoying living in a well supported community.

LEGACIES

We have been immensely grateful to receive memoriam donations and a legacy of **£20,000** from a dear member who passed away during the year. These are immensely gratifying to receive as they demonstrate the care and respect that our members and their families have for our charity.

DONATIONS

We received both regular and one-off donations throughout the year. In total we received **£25,666** which in the current economic climate, we are extremely grateful to receive.

SUPPORTERS

We are also extremely grateful for the goods received in kind from food outlets; Cook, Lidl, Sainsburys, Tesco and Marks and Spencer. These donations support our community Feed it Back table which has increased to twice weekly as a result.

Additionally we would like to thank our local pubs for their continued support. The Kings Arms for supporting our Christmas activities and The Catts Inn who let us host a monthly fundraising quiz.



EVENTS & FUNDRAISING

In a difficult climate we have reached out to our immediate community to support us in our fundraising this year.

We have held monthly pub quizzes, raffles, attended local fairs and events and have been supported for a third year by a fabulous home-grown initiative 'The Pop-Up Plant Stall'.

We also took part in the annual online Christmas Big Give, which raised **£5,605**. In total (with Gift Aid) we raised **£7,459** through our fundraising.

We also are extremely fortunate to have the support of Morag Hockin, who has given so much of her time to raise money for our charity through inspirational initiatives. We would also like to thank Dan Fahy and his team at Le Grys Estate Agents, who donated the takings from their raffle at the Rotherfield Fayre to RSM.



Selling RSM Art at Eridge Fair



Counting the pennies at the Secret Christmas Garden Fete with Morag



Taking part in the monthly RSM Pub Quiz at the Catts Inn, which raised funds for RSM

FINANCIAL ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

TRUSTEES' REPORT

Rotherfield St Martin returned a surplus of £40,005 in the financial year compared to a surplus of £23,712 in the previous year. This great result was principally achieved thanks to the generosity of individuals and organisations through legacies and donations and we hope that more people will consider benefitting the charity in this way so that our long-term future can be secured.

Income for the year was £145,814 which was £34,373 higher than in the previous year. This was mostly due to a legacy of £20,000, grants of £48,000 and donations of £25,666. Following the full re-opening of clubs and activities we generated total income from member events of £33,349 compared to £10,549 in the previous year. This is a great achievement and reflects the increasing involvement of members with the charity.

Expenditure was correspondingly higher than the previous year at £105,809 compared to £87,729, this is largely due to the costs associated with running the clubs and activities during the year. Salary costs have increased slightly to £68,732 from £64,947 and the Trustees are grateful for the service and dedication of the whole team which often extends beyond their contractual commitments.

Bank balances continue in a strong position showing a total of £240,261 compared to £198,825 in the previous year. This healthy position has been arrived at due to a pattern of legacies having been received over the years and the success in attracting grants and donations to help support the annual running costs. The Trustees are considering the best way to hold funds not required for immediate use but are conscious of the risks inherent in other forms of investment and will be seeking professional advice in this context.

Reserves are needed to bridge the gap between spending and receiving of resources and to cover unplanned emergency repairs and future planned expenditure. At 31 August 2022 our total reserves amounted to £235,926 which is a strong position and in the absence of specific projects almost safeguards our future for the next 5 years. Our reserves, which are detailed on the Balance Sheet, comprise:

Restricted Funds of £35,667 which represent funding received for specific projects not yet completed by 31 August 2022

Unrestricted Funds of £200,259 which are made up of a **Designated Fund** of £59,416 relating to a legacy received in earlier years which was earmarked for our premises project. Now that the future of our tenancy at The Memorial Institute has become clearer, we will need to decide how to apply this money once the renovations to the building have been completed. The balance of **Undesignated Funds** now amounts to £140,843 and the Trustees are considering how best to utilise these funds for the long-term benefit of the Charity.

The Charity Commission recommends that, in order to ensure ongoing viability, a charity should hold between 9 and 15 months of total running costs. Rotherfield St Martin's monthly running costs are now approximately £8,300 and, on this basis, we should be holding between £74,700 and £124,500 and our Unrestricted Funds of £140,843 cover this range with some spare capacity to fund additional projects as necessary.

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST AUGUST 2022

	£	£	2022 £	2021 £
	Restricted Funds	Unrestricted Funds	Total	Total
Note				
1		16,702	16,702	2,782
2		9,447	9,447	1,582
3		7,200	7,200	6,185
4		3,869	3,869	0
5		25,666	25,666	50,051
		20,000	20,000	500
6	32,000	16,000	48,000	40,981
7		6,132	6,132	6,378
		0	0	282
		98	98	7
8		7,459	7,459	2,693
		1,241	1,241	
Total Income	32,000	113,814	145,814	111,441
9		8,542	8,542	1,291
10	80	4,675	4,755	1,138
11		3,412	3,412	2,072
12	20	2,745	2,765	0
13	500	5,406	5,906	8,942
14		1,985	1,985	1,942
15	100	5,753	5,853	5,800
16	25,676	43,056	68,732	64,947
17		904	904	447
18	214	2,741	2,955	1,150
Total Costs	26,590	79,219	105,809	87,729
Net Income/(Expenditure)	5,410	34,595	40,005	23,712
Total Funds Brought Forward	30,257	165,664	195,921	172,209
Total Funds Carried Forward	35,667	200,259	235,926	195,921

Notes to the Accounts for the Year Ended 31st August 2022

Note:	<u>2022</u>	<u>2021</u>
1 <u>Combating Isolation Income</u>		
Art Club Income	554	45
Bridge Income	177	-
Canasta	98	-
Craft Club	253	-
Holiday at Home income	2,178	2,662
Knitting and Nattering Income	474	15
Lunch Club Income	8,806	20
Men at Ten income	278	-
Monday Meetings contributions to transport Income	157	-
Monday Meetings Fees Income	3,125	-
Toastie Club income	603	39
Total	<u>16,701</u>	<u>2,781</u>
2 <u>Health & Wellbeing Income</u>		
Counselling income	16	0
Exercise Income	3,166	666
Hydrotherapy Income	2,722	367
Pilates income	1,480	249
Singing income	21	-
Table Tennis Income	446	-
Therapies Income	1,379	165
Time to talk	219	135
Total	<u>9,447</u>	<u>1,582</u>
3 <u>Services Income</u>		
Rotherfield Repairs Donation	472	429
Sales of Product Income	-	151
Office Services	-	2,775
Other services income	-	14
Printing & Copying income (ex PCC)	-	685
Rotherfield Rides Donation	204	40
Rotherfield Rides Income	3,906	2,091
Surplus Food Donations	2,618	-
VDS Fees income	-	-
Total	<u>7,200</u>	<u>6,185</u>
4 <u>Office Services /income</u>		
Office Services	404.6	-
Printing and Copying	512.52	-
Postage	187	-
Rotherfield Parish Council Newsletter	2,765	-
Total	<u>3,869</u>	<u>-</u>

Notes to the Accounts for the Year Ended 31st August 2022

5	<u>Donations Income</u>		
	Corporate Donations Income	200	27,050
	Donations In Memoriam Income	23,554	1,275
	Donations Income	7,048	3,853
	Membership Donations Income	229	1,740
	Online Campaigns	5,605	6,803
	Regular Donations	9,029	9,831
	Total	45,666	50,551
6	<u>Grants</u>		
	Grants Received - Restricted	32,000	34,231
	Grants Received -Unrestricted	16,000	6,750
	Total	48,000	40,981
7	<u>Membership</u>		
	Subscriptions Income	6,132	6,378
	Total	6,132	6,378
8	<u>Other Fundraising Income</u>		
	Events Income	482	-
	Gift Aid refund HMRC	5,350	-
	Surplus Food Donation	-	2,314
	Miscellaneous sales/income	139	15
	Monday Meetings Raffle Income	284	-
	Catts Quiz	771	-
	100 Club	380	365
	Other fundraising	53	-
	Total	7,459	2,693
9	<u>Combating Isolation Costs</u>		
	Art Club expenses	220	58
	Holiday at Home expenses	1,791	1,158
	Monday Meetings - speakers & expenses	710	-
	Monday Meetings - village hall hire	1,045	13
	Toastie Club costs	44	50
	Bridge Club Costs	51	-
	Cnanasta Club costs	19	-
	Knitting and Knattering Club Costs	40	-
	other costs	10	-
	Lunch Club Costs	4,614	-
	Christmas Costs	-	11
	Total	8,542	1,291

Notes to the Accounts for the Year Ended 31st August 2022

10	<u>Health & Wellbeing Costs</u>		
	Health & Wellbeing Costs	56	27
	Dementia costs	10	-
	Exercise costs	2,059	505
	Hydrotherapy costs	1,890	188
	Pilates costs	693	150
	Therapies costs	40	163
	Time to talk	6	105
	Total	4,755	1,138
11	<u>Services Expenditure</u>		
	Surplus Food Costs	400	655
	Treat Tuesday	-	187
	Rotherfeld Rides expenses	3,012	1,229
	Total	3,412	2,072
12	<u>Office Services Expenditure</u>		
	Rotherfield Parish Council Newsletter	2,765	-
13	<u>Office Running Expenditure</u>		
	Office Running Expenditure	384	140
	Cleaning	655	737
	IT Costs	500	952
	Consumables	199	274
	Office/General Administrative Expenses	206	546
	Phone Costs	995	786
	Postage	904	2,886
	Printing	1,550	2,231
	Repairs and Renewals	88	-
	Stationery	424	390
	Total	5,907	8,942
14	<u>Professional And Insurance Fees</u>		
	Accountancy	849	796
	Insurances	837	971
	Legal	-	20
	Other Professional Services	299	155
	Total	1,985	1,942
15	<u>Rent, Rates And Services</u>		
	Rent, rates and services	5,853	5,800
	Total	5,853	5,800

Notes to the Accounts for the Year Ended 31st August 2022

16	<u>Salaries And Consultants</u>		
	Consultancy costs - bookkeeping	1,340	1,319
	Consultancy costs - office assistance		485
	Payroll bureau costs	514	648
	ERS NIC	-	-
	ERS pension	3,154	2,063
	Salaries gross pay	63,723	60,433
	Total	68,732	64,947
17	<u>Staff And Trustee Costs</u>		
	Staff costs - other	10	25
	Training and courses	35	10
	Trustees costs	50	12
	Volunteers costs	809	400
	Total	904	447
18	<u>Other Expenditures</u>		
	Uncategorised Expenditure	54	64
	Fundraising & events costs	406	-
	Grant Projects Expenditure	815	1,086
	Memorial Institute Project	1,680	
	Total	2,955	1,150

Balance Sheet for the Year Ended 31st August 2022

	Note	£	<u>2022</u> £	£	<u>2021</u> £
Office Equipment Cost			-		-
Total Fixed Asset			-		-
Current Assets					
Cash at bank and in hand					
Bank Current Account		33,875		90,452	
Bank Deposit Account	1	121,330		23,318	
CAF Gold Account		85,056		85,001	
Petty Cash on hand				54	
Total Current Assets			<u>240,261</u>		<u>198,825</u>
Current Liabilities					
Creditors: amounts falling due within one year					
Membership payments in advance		2,985			
Accruals		458		2,036	
PAYE & NIC payable		475		477	
Pension contributions payable		417		391	
Total Current Liabilities			<u>4,335</u>		<u>2,904</u>
Net current assets (liabilities)			235,926		195,921
Total net assets (liabilities)			<u>235,926</u>		<u>195,921</u>
Charity funds					
Restricted Funds	2		35,667		30,257
Unrestricted Funds					
Undesignated Funds	3	140,843		106,248	
Designated Funds		59,416		59,416	
			<u>200,259</u>		<u>165,664</u>
Total Charity funds			<u>235,926</u>		<u>195,921</u>

Notes to the Balance Sheet for the Year Ended 31st August 2022

1 Bank Deposit Account

Opening Balance	£23,318
Transfer from Current Account	£97,969
Interest	£43
Total	<u>£121,330</u>

2 Restricted Funds

bb/f from previous years	£30,257
Received in current Year	£32,000
Applied in Year	£26,590
c/f to future years	<u>£35,667</u>

3 Movement in Unrestricted Funds

bb/f from previous years	£106,248
(Increase) / Decrease in Restricted Funds	-£5,410
Surplus for year	£40,005
Total	<u>£140,843</u>

ANALYSIS OF CHARITY FUNDS

	£	£	£	£
	Brought Forward	Received in Year	Spend in Year	Carried Forward
Unrestricted Funds Received in year				
Rotherfield PC		1000		
John Armitage		10000		
MCF		4000		
Rotherfield PC		1000		
Total Unrestricted	106248	16000		122248
Surplus for year (excl unrestricted)				24005
Increase in restricted funds				-5410
Total				<u>140843</u>
 Restricted Funds Received in Year				
Sainsburys Neighbourly Foundation		500		
The PCC for Sussex		3000		
Brian Mitchell (building project)		5000		
3VA		3000		
Lidl		500		
3VA Hfu grant		4320		
3VA Hfu grant		680		
John Armitage Donation		15000		
Total Restricted Funds	<u>30257</u>	<u>32000</u>	<u>26590</u>	<u>35667</u>
Designated Fund for Premises	<u>59416</u>			<u>59416</u>
Total Funds				<u><u>235926</u></u>

INDEPENDENT EXAMINERS REPORT

Rotherfield St Martin – Independent Examiner Report

For the Year Ended 31 August 2022

Report to the Trustees of Rotherfield St Martin for the year ended 31 August 2022 Charity No. 1168555 set out on the previous pages.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Act)) and that an independent examination is needed

It is my responsibility to:

Examine the accounts (under section 145 of the Act);
To follow procedures laid down in the General Directions given by the Charities Commission (under section 145 (5) of the act); and
To state whether matters have come to my attention.

Basis of independent examiner's statement

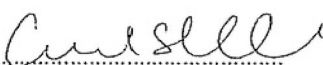
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and in comparison, of the accounts presented with those records. It also includes a consideration of any unusual items or disclosures in the accounts and seeking explanations from the Trustees concerning 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 accounts.

Independent Examiner Statement

In the cause of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect, the Trustees have not met the requirements to ensure that:
 - a. Proper accounting records are kept (in accordance with section 130 of the Act); and
 - b. Accounts are prepared which agree with the accounting records and comply within the accounting requirement of the Act; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed on 1st February 2023

Independent Examiner 

Mr G Khan
G3J Limited
32 Abinger Drive
Redhill, Surrey
RH 6SY

LOOKING TO THE FUTURE

We are living in uncertain times with fears of the ever rising cost of living. Many older people have become fearful of rising costs and are unsure of how to make appropriate adjustments.

We are therefore ensuring that we are well placed to offer both support and advice, alongside friendship and companionship.

It is equally important to us that our small staff team are well supported, as they support many vulnerable older people, which at times can be stressful, upsetting and challenging. Therefore, we are embarking on a Wellbeing in the Workplace scheme in 2023 to support our staff.

Based upon what we have learnt over the last 12 months our immediate plans include:

- Ensure our staff team are well supported in the workplace
- Support our members with practical advice and support, through fears over cost of living
- Ensure that we are well placed to offer new experiences to our members and spend quality time with them

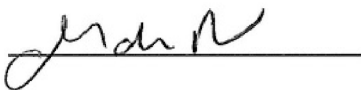
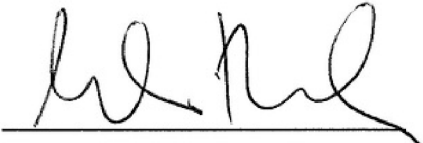
If you are inspired by our work and would like to get involved either as a volunteer, member, financial supporter or by offering your skills, please call us on **01892 853021** or visit our website www.rotherfieldstmartin.org.uk



DECLARATION

The trustees declare that they have approved the trustees' report.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	<u>Melanie den Brinker</u>	<u>MARK HOWARTH</u>
Position(s)	<u>Trustee</u>	<u>TRUSTEE</u>
Date	<u>26th January 2023</u>	<u>26th January 2023</u>

We would like to thank all our staff, volunteers, members, donors and supporters for their continued support of our work. Their support makes a real difference to people's lives and ensures that we can continue to build a community that cares for one another.



" A Warm Welcome Awaits You at RSM "

Rotherfield St Martin
RSM Centre, The Memorial Institute
North Street, Rotherfield
East Sussex
TN6 3LX

01892 853021
www.rotherfieldstmartin.org.uk

Registered Charity No. 1168555



@RSM Centre



@rotherfield_st_martin



Rotherfield St Martin