



**The
Harley Jae
Trust**

Annual report and financial statements

1 April 2023 - 31 March 2024

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Our reference and administrative information

The Trustees of The Harley Jae Trust present their report and financial statements for the year ended 31 March 2024.

Charity name	The Harley Jae Trust	The Harley Jae Trust is for the public benefit, to contribute to the relief of children in Nottinghamshire, up to the age of 18 who are in need through the suffering of ill health by reason of a life limiting or life changing condition.
Charity registration No.	1160377	
Registered office	Unit 5 Riverbank Business Park Whatton Nottinghamshire NG13 9FX	
Board of Trustees	Joseph Rafter – Chairman Jemma Christian Jason Bailey Adam Cavell Thomas Holmes	February 2015 - current March 2015 - current April 2015 - current January 2018 - current January 2019 - current
Secretary and lead volunteer	Anna Tomlinson	November 2022 - current
Volunteer	Nikki Williams	January 2024 - current
Advisory Committee	Adelle Frost Carole Taylor	Long Term Ventilation Nurse Specialist Health Play Specialist Paediatric Critical Care/LTV
Policy Committee	Joseph Rafter	Chair
Independent examiner	UHY Hacker Young 14 Park Row Nottingham NG1 6GR	
Bankers	Barclays Bank plc High Street Nottingham	

Structure, governance, and management of the trust

The Harley Jae Trust is a CIO – Foundation Registered 09 Feb 2015.

Trustees (Directors) take overall financial and strategic planning responsibility. The operational management is carried out by our CEO. A yearly development plan is developed by Trustees and CEO.

As we grow as an organisation, we understand every project needs a clear leadership to ensure success. We will ensure establishment of policies and continuous monitoring of proper implementation is in place as we develop as a Non-profit Organization. We will balance the powers of the members (with associated accountability), and their primary duty of enhancing the prosperity and viability of our organisation. We will establish Steering Committees to allow us to deliver projects to their full potential.

Employees and volunteers

The charity does not currently have any paid employees or volunteers outside of the trustee board.

Risk and Uncertainties

The Trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Objectives, activities and aims

The Harley Jae Trust's objectives are to improve the lives of children in Nottinghamshire, up to the age of 18 who are living with a life limiting or life changing condition.

Our promise

The Harley Jae Trust has a promise to support the advancement of health, save the lives and improve the care for children living with life limiting and life changing conditions as well as their families.

Our vision

Our vision is to improve the quality of lives of children who suffer from ill health due to life limiting conditions by providing vital health related equipment or other items that improve the livelihood or emotional wellbeing of the child and thro families.

We want them to thrive not just survive and will research the need and improve our services to do so.

Our aims

- To provide equipment that aids or releives the symptoms of children that suffer with ill health due to a life limiting or life changing condition.
- To provide equipment and support to medical units that enables them to provide high quality care for children with life limiting and life changing conditions.
- To raise awareness of life limiting conditions that affect children through promoting community involvement in fundraising initiatives.

Our Core Values

At The Harley Jae Trust, we believe in the following core values:

- To reduce the length of stays in hospital of children living with life limiting and life changing conditions.
- To transform and improve the lives of children with life-limiting and life-changing conditions.
- To provide services to improve the wellbeing of children with life-limiting and life-changing conditions and their families.
- To research and keep up to date with the services that are available and that are required for children living with life-limiting conditions and their families.
- To raise awareness of life limiting and life-changing conditions that affect children.

How we achieve our core values

- Provide vital equipment that is required to enable a child's discharge and cannot be funded by any other means.
- Provide resources that enhance the health and emotional wellbeing of children with life-limiting and life-changing conditions.
- Support advancing the care skills of parent/carers and staff working with these children to ensure the best quality of care is received.
- Form relationships with paediatric medical units, in particularly but not exclusive by High Dependency Units and Paediatric Intensive Care Units, Community Nursing Teams, specialised schools, Children's Charities and Children's Hospice's.
- Raise public awareness of life-limiting and life-changing conditions that affect children.

What we do to ensure we can deliver

- Raise funds through supporting and forming fundraising events.
- Approach and welcome but not exclusive to, Individual, Private and Corporate sponsorship and fundraising.
- Apply for funding bids to trusts and foundations that share our values.
- Identify and administer for growth to fulfil the need for our services.
- Identify families who require additional support with caring for their child which have resulted as part of their life limiting condition and working directly with them.
- Form relationships to create strong and trusted delivery in our services.

Trustees have had regard to the Charity Commission's guidance on public benefit, and believe that the above activities are in accordance with that guidance.

Our future

In 2024/2025 we will continue to support new needs to tackle improving the health and well-being of children living with life limiting conditions and their families in Nottinghamshire.

We plan to this by:

- Expanding our trustee board from five trustee's to seven.
- Adjusting our referral criteria for small grants in order to make the funding more accessible to children families.
- Increasing our small grants in order to account for rapid inflation growth and the cost of living crisis
- Exploring more ways we can provide financial and emotional support to families and children.

Our approach to fundraising

This year we will continue to work on our new fundraising strategy by applying for grants to ensure we maintain and meet the urgent need to further improve the lives of our beneficiaries and ensure sustainable growth.

We will adapt our public fundraising to the current climate and ensure we fall in line with our financial plan



Message from the chair

The Harley Jae Trust continues to provide essential support for children with life limiting conditions, their families and the health professionals that work tirelessly to improve their health and wellbeing.

The Harley Jae Trust has now completed its ninth year of operation which once again has predominantly involved holding private fundraising events in order to raise money for vital equipment and resources as well as gifts for the children and families.

The cost-of-living crisis in the UK continues to present many challenges for families with children who are admitted into hospital for long periods of time which is why we are remaining committed to providing small grants to families in Nottingham's Pediatric Critical Care Unit.

Basic living expenses such as food, travel, clothing and equipment are at times, a luxury for parents who are having to make the choice between going to work or remaining by their child's side in hospital. Due to this growing need we are now exploring ways to make the grants more accessible as well as greater invlaue. This will be the charities main focuss for the next twelve months.

Sourcing funding opportunities will be a main focus over the next twelve months, and we are confident that with these funds we can deliver vital and crucial work that will help improve lives.

To all our supports, volunteers, donors and sponsors, we thank you for your commitment, generosity and hard work. Despite the challenges ahead we look forward to working with all you again next year. Together we can truly make a difference..



Joe Rafter
Chairman

Achievements and performance highlights

See some of the notable events from The Harley Jae Trust throughout 2023-24.

Apr 23



Easter Egg delivery

On 4th April 2023 we visited Nottingham QMC with some help from our lovely volunteers Nick and Charlotte Williams from Shredall. We had lots of kind egg donations from local companies including Natwest in Newark, Shredall, Biffa and Morrisons.



Preloved swap shop

We held a preloved swap shop event at Gunthorpe Village Hall on Friday 21st April. We sold tickets online and the evening was a great success. Guests brought ten preloved items of clothing and swapped with each other. We then charged £1.00 per additional item.



Meeting Raj!

Joe and Anna met Raj Chagger from Riaan Remembers. An amazing project providing support to families experiencing baby loss, specifically Dad's dealing with grief. We discussed working on fundraising events in the future.

May 23



Goody bags delivered!

In May, we put together goody bags for the families on the ward providing them with self care products to use whilst in hospital. Anna contacted and visited various Nottingham companies to request donations including Boots, The Body Shop, Charlotte Tilbury, Molten Brown and Loreal. We kindly received some amazing donations.



Harley's 18th birthday and Joe's 40th!

We celebrated not only Harley Jae's 18th birthday but our charity founder Joe Rafter 40th birthday.

Aug 23



Kimberley Film Festival

On 12th August 2023, we were invited to attend the Kimberley Film Festival as their main sponsor. Tickets were sold to customers and we received a percentage of the donations raised. Our Volunteers held a stall on the day to sell our logo clothing and play games. We raised an amazing £2184.55.



Charity golf day

On 25th August, we held our annual golf day at Oakmere Golf Club in Southwell. Tickets sold for £55.00 and we had a great turnout on the day. Awards were handed out on the day for the winners. In total, we raised £3,100.

Sep 23



The ladies conquer Ben Nevis!

Our local lady supporters decided to organise a sponsored walk up Ben Nevis. They completed the task and raised an outstanding £1000.

Dec 23



The Annual Charity Ball

On 2nd December, we held our annual charity ball at a new venue – Goosedale, Papplewick. We sold 200 tickets and on the evening. We had some amazing acts on the evening including a magician, live band, casino, 3 course meal and live auction. It was a fabulous evening and we raised a total of £12,040.28.



Santa and his helpers visit the PCCU

On 14th December, we delivered Christmas presents to the families on the ward. For a Christmas eve delivery, we ordered some santa sacks for the children ready for the special day for the nurses to add their own gifts.

Jan 24



We welcomed Nikki!

We welcomed a new volunteer, Nikki Williams. Nikki is Joe's sister and Harley Jae's auntie so the work she does is very close to her heart. Nikki is excellent at working with the local communities and building relationships to support our fundraising. She has lots of great plans for the future.

Feb 24



Car boot galore!

In February, we held a stall at two local car boot venues and sold many donated items – toys, books, games and clothing. We raised £100.

Financial review

The total income generated in the year came to £35,818. The majority of our income came from Fundraising & Events - £28,308 All income received was unrestricted.

Our donations to the ward, transitioning children home and supporting them in the community totalled £22,685 which was an increase of £13,146 from the previous financial year.

This is a reflection of the number of referrals received for support with over 98% of referrals being approved.

At 31 March 2024 there are no restricted funds held within the reserves. Unrestricted reserves which are available for use towards the general objectives of the charity are £25,984

No gift aid has been claimed for the year.

Liabilities at the year-end relate to accounts preparation fees.

We raised

£47,818

**through donations,
grants and events!**

Trustees' responsibilities in relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

Joseph Rafter

Position

Chairman

Date

18 December 2024

Independent examiner's report to the trustees of The Harley Jae Trust

I report to the trustees on my examination of the financial statements of The Harley Jae Trust (the trust) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the trust you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the trust's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the trust as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

David Allum FCA
For and on behalf of UHY Hacker Young
Chartered Accountants
14 Park Row
Nottingham
NG1 6GR

Dated:

Statement of financial activities including income and expenditure account

For the year ended 31 March 2024

	Notes	Unrestricted funds 2024	Unrestricted Funds 2023	Restricted Funds 2023	Total 2024
Income from:					
Donations and legacies	2	19,510	15,615	-	15,615
Fundraising and events	3	28,308	7,627	-	7,627
Total income		47,818	23,242	-	23,242
Expenditure on:					
Fundraising and events costs	4	17,310	7,633	-	7,633
Donations made	6	34,685	9,539	5,513	15,052
Merchandise	5	3,454	1,148	-	1,148
Total expenditure		55,449	18,320	5,513	23,833
Net expenditure and movement in funds		(7,631)	4,922	(5,513)	(591)
Reconciliation of funds:					
Fund balances at start of period		25,984	21,062	5,513	26,575
Fund balances at end of period		18,353	25,984	-	25,984

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Balance sheet

as of 31 March 2024

	Notes	2024	2023
Current assets		20,753	25,984
Cash at bank and in hand			
Creditors	10	[2,400]	-
Amounts falling due within one year			
Net current assets		18,353	25,984
The funds of the trust		18,353	25,984
Unrestricted funds			
		18,353	25,985

The receipts & payments accounts were approved by the Trustees on 18 December 2024 and were signed on their behalf by:



Joseph Rafter
Trustee

Notes to the financial statements

For the year ended 31 March 2024

1 Accounting policies

Charity information

The Harley Jae Trust is a charitable incorporated organisation incorporated in England and Wales. The registered office is Chesterfield House, 1 Station Street, Nottingham, NG13 8AQ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the trust's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" [effective 1 January 2019]. The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Income

Income is recognised at the point it can be reliably measured.

1.5 Expenditure

Expenditure is recognised at the point it can be reliably measured.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

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1.7 Financial instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

2 Income from donations and legacies

	Unrestricted Funds 2024	Unrestricted Funds 2023
Donations and gifts	19,510	15,615
Donations and gifts:		
Monthly	4,523	6,302
One off	2,987	9,313
Seconded staff	12,000	-
	<hr/> 19,510	<hr/> 15,615

3 Income from fundraising and events

	Unrestricted Funds 2024	Unrestricted Funds 2023
Golf days	6,299	-
Other	1,758	231
Charity ball	18,241	7,360
Kimberley film festival	2,010	-
Present dash	-	36
	<hr/> 28,308	<hr/> 7,627

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4 Expenditure on raising funds

Fundraising and publicity

	Unrestricted Funds 2024	Unrestricted Funds 2023
HJT Events	14,914	6,432
Advertising	2,396	1,291
	<hr/> 17,310	<hr/> 7,633

5 Merchandise

	Unrestricted Funds 2024	Unrestricted Funds 2023
Sportswear	340	-
Leisurewear	1,538	52
Accessories	1,576	1,096
	<hr/> 3,454	<hr/> 1,148

6 Expenditure on charitable activities

Direct costs

	Charitable expenditure 2024	Charitable expenditure 2023
Seconded staff cost	12,000	-
Ward	18,711	7,537
Community support	-	5,149
	<hr/> 30,711	<hr/> 15,052

Share of support and governance costs (see note 7)

	Charitable expenditure 2024	Charitable expenditure 2023
Support	3,974	2,366
	<hr/> 34,685	<hr/> 15,052

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6 Expenditure on charitable activities (Continued)

	Charitable expenditure 2024	Charitable expenditure 2023
Analysis by fund		
Unrestricted funds	34,685	9,539
Restricted funds	-	5,513
	<hr/> 34,685	<hr/> 15,052

7 Support costs allocated to activities

	2024	2023
General overheads	1,574	2,366
Independent examination fee	2,400	-
	<hr/> 3,974	<hr/> 2,366

Analysed between:

Accountancy	638	1,008
Office costs	-	3
Subscriptions	152	188
IT Software	-	402
Giving Platform Charges	-	60
Insurance	784	705
Independent examination fee	2,400	-
	<hr/> 3,974	<hr/> 2,366

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the trust during the year.

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

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10 Creditors: amounts falling due within one year

	2024	2023
Accruals and deferred income	2,400	-
	<hr/>	
	2,400	-

11 Related party transactions

Footsteps to Futures Ltd

Trustee J Rafter is a director of Footsteps to Futures Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £2,492 (2023: £4,000). No payments were made to Footsteps to Futures Ltd in the year (2023: £1,215). Footsteps to Futures Ltd also contributed seconded staff time at nil cost to the charity. The cost of this staffing is estimated to be £12,000 (2023: £Nil)

Severn Property Ltd

Trustee A Cavell is a director of Severn Property Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £3,545 (2023: £0).

Magpie Security Ltd

Trustee J Bailey is a director of Magpie Security Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £2,200 (2023: £0).

Stepping Stones Ltd

Trustee T Holmes is a director of Stepping Stones Ltd. During the year, donations and fundraising events income was received from Footsteps to Futures of £1,200 (2023: £0).

Trustee - J Rafter

Trustee J Rafter received £139 during the year as reimbursement for purchases made in respect of the Charity Ball (2023: £350).

Trustee - A Cavell

A Cavell, sister of trustee A Cavell, received no payment during the year for marketing services (2023: £559).

Other related party transactions

Trustees donated £750 to the charity on aggregate (2023: £50).



**The
Harley Jae
Trust**

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 theharleyjaetrust.org

Registered Charity Number: 1160377