

THE HIBBS LUPUS TRUST

TRUSTEES' ANNAL REPORT

31 OCTOBER 2019

Company number: 7805005

Charity number: 1147783

## **CEO's statement**

This year has yet again been fulfilling and inspiring as the Trust has worked with many new patients and their families growing our charity yet further in strength. The challenges for charities however, continue. Significant changes have occurred at Cannock Hospital in that it is now under the authority of the Royal Wolverhampton. Nevertheless, donations have again been pledged this year to the Rheumatology department at Cannock Hospital; the benefits of which will be experienced by lupus patients in Staffordshire. Support meetings for patients have been held at the hospital with the support from the rheumatology department.

The lupus patient helpline aims to be an initial port of call for anyone looking for help or support with lupus and has been accessed by a number of patients and their families from across the U.K. The helpline complements the Trust's website and offers a link that can make the difference when people require it.

The Trust has seen further development with the recruitment of trust Ambassadors. Located across the UK, the work of the Ambassadors is proving vital in raising awareness whilst also supporting them in their own lupus journeys. The latest Ambassadors are family members of patients too, which serves as evidence for the benefit of this role to patients and those affected by this illness. Perhaps most significantly this year, we have been able to begin support meetings in other parts of the Midlands as Ambassadors have set up support meetings in Coventry. This extension of our network has been very welcome and the trust founders are grateful for the continued support of our Ambassadors for their commitment to this work.

Our work in the community continues to grow. The number of support meetings we have held has increased and attendance figures are also growing healthily. The role of guest speakers along with patient participation has further helped to strengthen the meetings' value.

International links for the Trust continue to develop and donations are being received from across the world highlighting the impact of the Trust and indicating the need for our work to continue to grow as we reach new audiences in need of help.

Our annual lupus walk based on Cannock Chase continues to grow and is the highlight of the year. Patient friendly, this challenge encourages a rally of walkers to step forward in aid of lupus awareness. A virtual walk also proved to be a great success allowing those further afield or in poorer health to participate.

The year has seen our website receive 94,275 visitors demonstrating the impact of this medium of support is significant and wide reaching.

The team at the Trust work tirelessly to make the lives of lupus patients better and, as we press forward in the forthcoming year, we keenly anticipate the next developments to raise awareness of lupus. In order to contribute to the anticipated developments of the charity, the Trustees agreed this year to create a post to develop the reach of its work.

**John Hibbs**  
CEO

## **HIBBS LUPUS TRUST 2018-2019 AT A GLANCE**

- The Hibbs Lupus Trust annual World Lupus Day Walk continued to grow significantly
- We held quarterly support meetings in Cannock where experts from the medical profession joined the meetings to provide detailed information and advice on how to manage lupus
- We also started support meetings in Coventry thanks to our wonderful ambassadors
- Participation in fundraising events increased with over 25 runners teaming up to take on the Rodbaston 10k which resulted in fantastic awareness at the event and on social media
- Engaged and supported the creation of the Lupus Society at Brunel University
- Provided free tickets to lupus patients who attended the APS International Congress Patient Day
- Our Twitter account grew to over 14,300 followers
- Our Facebook page now has over 4000 likes
- Trust supporter Kiran and her family climbed the O2 arena to raise awareness of lupus
- Worked with the NHS to highlight the support available for health costs such as prescriptions for lupus medication
- The Trust website, which provides information and support, has seen an increase of 33.31% in unique visitors taking it to 94,275

## **WHERE THE MONEY CAME FROM**

The Hibbs Lupus Trust raised £26,701 through fundraising events, donations and corporate support. A small increase on the previous year.

## **MISSION**

The Hibbs Lupus Trust works to improve the lives of people affected by lupus and to raise awareness of the condition.

## **OBJECTIVES**

- To provide support and information to anybody affected by or concerned about lupus
- To raise awareness of the symptoms of lupus to encourage early diagnosis and reduce life threatening complications associated with the condition.
- To raise funds to provide facilities, equipment and services for NHS hospitals and foundation trusts for the benefit of lupus patients.

## **MEETING THE CHALLENGE**

How we met our objectives in 2018/19

### **Providing support and information to anybody affected by or concerned about lupus**

#### Patient support group

We continued to hold patient support groups in Staffordshire and now Coventry. The group meets quarterly and provides the opportunity for people living with lupus to meet, share experiences and support each other. Experts from the medical profession were invited to join us providing detailed information and advice on how to manage lupus and its effects.

#### Information advice line

The information advice line continues to provide support and information to those affected by lupus, their family and friends. The information advice line is open from Monday to Friday from 9am – 5pm. Outside of these hours the Trust continues to be available via email and across our social media channels.

#### Online community

Through our online community, Twitter, Facebook and now Instagram, we provide support and information to lupus patients and put them in touch with others who find themselves in a similar situation. We have seen an increase of followers on Twitter, Facebook and Instagram.

#### Hibbs Lupus Trust Website

Our website continues to feature as a key platform for providing information to our supporters and patients of lupus. It is updated frequently with information and is noted to be easy for people to navigate; the Hibbs Lupus Trust site is also optimised for mobile use. Unique visitors to our website have increased by over 33% from last year.

### **Raising awareness of the symptoms of lupus**

#### Information days and talks

We have run information days in the local community. These provide the opportunity for us to raise awareness of the symptoms of lupus and promote earlier diagnosis. They also increase the awareness of our work. We have held a number of information days. Our Ambassadors now also promote the work of the charity further afield.

#### Leaflets

We continue to distribute lupus leaflets at hospitals, GP practices and at events.

#### World Lupus Day

World Lupus day aims to raise awareness of lupus. This day continues to be a key day in the work of the Trust in raising awareness.

#### Trust Ambassadors

This year, we have recruited more Trust Ambassadors from across the UK to help promote and support the work of the Trust and to help increase the reach of our work. The Ambassadors are working to distribute information leaflets and posters as well as using social media to publicise our events and our support network.

### **Fundraising**

Despite a continuing difficult economic climate, our supporters, event participants and corporate partners have raised over £26,701 to help the Trust to continue our work.

## Raising funds

A number of local community groups have provided donations following events held locally. The sale of goods such as wristbands, travel mugs and clothing also generated funds for the charity this year. These have been sold in local venues and online to a wider customer base.

*“Always a pleasure helping The Hibbs Lupus Trust raise awareness for Lupus and money to help so many people. Thank you for all that you do.”*

## Events

A charity ball organised by Trust supporter Kellie once again raised an incredible sum of money and awareness.

We have had many crazy participants once again taking on the Wolf Run during the year. The event is always well run and provided a great platform to raise awareness at the event and on social media.

July saw a great number of participants take on the 5k family fun run in Coventry organised by our wonderful ambassadors James and Alice.

In September we had 25 runners take on the Rodbaston 10k which was a fantastic day raising awareness.

For World Lupus Day 2019, the Trust held its annual Lupus Walk on Cannock Chase welcoming over 250 walkers. In addition, virtual walkers across the country also completed the walk to raise awareness. Each participant was awarded a medal for completion of the event. The day catered for a range of health needs meaning that everyone could get involved.

## Corporate Support & relationships with local groups

The Trust worked with a number of local businesses and schools to raise both funds and awareness in the community.

*“Thank you for coming into school to talk to our health and social students!”*

## **POLICY, PERFORMANCE AND ORGANISATION INFORMATION**

### Reserve Policy

The charity operates a 6 month reserve policy

### Financial review

The results of this year show a year on increase in income of £3,353, from £23,343 in 2018-2018 to £26,701 in 2018-2019. Resources expended increased from £11,026 to £12,767 in the same period.

### Staff

In September 2019 The Hibbs Lupus Trust made the decision to take on a part time employee to run the charity. John Hibbs took on this role so that the charity could move forward and improve the services it offers.

The Trust is aware of its health and safety responsibilities towards volunteers and all users of its services. It maintains a Health and Safety Policy and Equal Opportunities Policy.

### Structure, Governance and Management

The board meets quarterly and delegates day-to-day running of the charity to John who works on a part time basis.

### Recruitment Induction and Training of Trustees

From time to time, the Trustees may advertise for new members to join the Board. They may review their own contacts and those of the charity in order to identify suitable candidates and also advertise on the charity’s website. All candidates are interviewed before being appointed. The board aims to maintain a diverse mix of skills and backgrounds.

As part of their induction, new Trustees are given financial and other documents and encouraged to review the charity’s website and social media activity to familiarise themselves with the work of the charity.

**Approved and signed on behalf of the trustees by:**

John Hibbs  
CEO

Date: 10<sup>th</sup> September 2020

## **LEGAL AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 OCTOBER 2013**

### Status

The organisation is a charitable company limited by guarantee. It was incorporated on 11 October 2011. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 October 2013 was 3.

### Governing document

The company was founded under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association. These were last updated 26 September 2019.

### Company number

Registered with Companies House under 7805005

### Charity Commission

Registered in England and Wales under charity number 1147783

### Registered office

St Thomas House  
83 Wolverhampton Road  
Cannock  
Staffordshire  
WS11 1AR

### Board of Trustees

#### Board Members

Viki Hibbs – Trustee  
Steve Hibbs – Trustee  
Carol Hibbs – Secretary

### Accountants

CMS Associates  
St Thomas House  
83 Wolverhampton Road  
Cannock  
Staffordshire  
WS11 1AR

## STATEMENT OF TRUSTEE'S RESPONSIBILITIES

The Trustees (who are also Directors of The Hibbs Lupus Trust for the purpose of company law) are responsible for preparing the Trustee's report and the Financial Statements in accordance with the applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare the financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the year then ended.

In preparing these financial statements the Trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities Statement of Recommended Practice (SORP)
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice 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 assume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time that financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- There is no relevant audit information of which the company's auditors are unaware; and
- The Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.