

# **The Pelvic Partnership**

Registered Charity No. 1100373

## **Accounts For the year ended 31<sup>st</sup> March 2018**

The Pelvic Partnership  
16 The Cleave  
Harwell  
Oxfordshire  
OX11 0EL

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# **The Pelvic Partnership Administrative Information As at 31<sup>st</sup> March 2018**

<b>Chairman</b>	Sarah Fishburn
<b>Secretary</b>	Janet Jaudun
<b>Treasurer</b>	Lucy Ryan Claire Wilding (from June 2017)
<b>Co-ordinator</b>	Lucy Ryan
<b>Trustees</b>	Sarah Fishburn Janet Jaudun Lucy Ryan Kate Macnab Philippa Sale Rebecca Martin Laura Leslie Claire Wilding Madeleine Speed
<b>Bank</b>	Santander Bridle Road Bootle Merseyside L30 4GB
<b>Independent Examiner</b>	Mr Nicholas Clarke 1 Lockton Barns Church Lane Harwell OX11 0EZ

# **The Pelvic Partnership Report of the Trustees For the Year Ended 31<sup>st</sup> March 2018**

## **Objects of the Charity**

To provide women and healthcare professionals with information about best practice for the treatment and management of pregnancy-related Pelvic Girdle Pain (PGP), and to support, enable and empower women to access the right treatment.

## **Governing Document**

The constitution dated 23<sup>rd</sup> September 2003.

## **Specific investment powers**

The Trustees' Act 2000 now confers the charity's investment powers.

## **Trustees**

The following trustees held office during the year ended 31<sup>st</sup> March 2018.

Sarah Fishburn  
Janet Jaudun  
Lucy Ryan  
Kate Macnab  
Philippa Sale  
Rebecca Martin  
Laura Leslie  
Claire Wilding (appointed June 2017)  
Madeleine Speed (retired March 2018)  
Fiona Tankard (retired June 2017)  
Charlene Cable (retired June 2017)

## **Trustee Selection Method**

According to the constitution, the members or Trustees can appoint any charity trustee at the annual General Meeting. Trustees are required to retire at the Annual General Meeting next after the date on which they come into office but may be re-elected or re-appointed.

## **Reserves Policy**

The charity aims to always hold at least £4,500 in unrestricted funds, which is what we estimate to be necessary to cover 6 months of running costs. This is a notional reserve which is kept in our usual bank accounts: it is not held separately. The purpose of the reserve is so that if the charity begins to run low on funds it will be able to continue provide its basic services for 6 months while attempting to raise additional income.

The Trustees are updated on the charity's financial position at every committee meeting.

If total unrestricted funds fall below £4,500, the co-ordinator will inform the trustees and they will focus efforts upon raising additional funds. If total unrestricted funds fall below £2,000, the co-ordinator will inform the trustees who will need to urgently consider whether the charity is viable, whether and how it can reduce costs, and whether steps should be taken to put in place an orderly close down of the charity.

## **Risk Management Policy**

The charity's risk register will be formally reviewed once a year. In between times, the chair, co-ordinator and treasurer will be responsible for raising at committee meetings any risks that require

discussion or new actions. The Trustees have taken out an insurance policy to protect the charity and increased efforts to gain grants for specific charity needs.

### **Investment Selection Policy**

The charity's surplus funds are invested in a deposit account to gain interest.

# **The Pelvic Partnership Report of the Trustees For the Year Ended 31<sup>st</sup> March 2018**

## **Charity's activities and achievements during the year**

### **Chairman's report**

The Pelvic Partnership committee remains a diverse group of women with personal experience of PGP and each member brings additional skills and expertise to the team. We have been delighted to recruit and welcome Claire to the team as our new treasurer this year.

At our away day early in the year, we focused on building on the Stickmum project's success and the opportunity to use social media to spread the Pelvic Partnership's message. We spent the away day focussing on applications for funding for a project to use the Stickmum image and act on feedback from women who contact us who ask for more information about effective treatment and what this should look like. Video is an ideal platform to demonstrate this, so we developed a project plan to produce a film about the biomechanics of the pelvis and how treatment can be effective for PGP. We were delighted to be successful in our application to the Big Lottery Fund, and have been filming footage for the project, which is our main focus for this year for the charity.

In addition, we were successful in our application to Tesco for their blue token scheme, and will receive £1000 towards our work.

I have had the opportunity to raise awareness of the Pelvic Partnership and PGP in a number of settings, including conferences and training events for health professionals, and have been encouraged that there has been positive reception and increased awareness of the condition. We continue to incrementally raise awareness in this way whenever opportunities arise, and to build on existing support and opportunities to reach healthcare professionals, fitness educators and women.

Thank you to the amazing team of trustees and volunteers who take on a significant workload to develop our projects, undertake fundraising and promote awareness of PGP at every opportunity, and to Lucy Ryan who has worked particularly hard over the past year to address the website challenges, and to keep the organisation running smoothly throughout.

Sarah Fishburn  
Chair

### **Secretary's Report**

This year we have continued to focus on completing ongoing projects, with the aim of making our information quickly and readily accessible to all women who need it. The "PGP Following Pregnancy" web section is now up and running on the website and it is hoped that this will underline our core message that Pelvic Girdle Pain is treatable at any stage following pregnancy, whether a few days post-partum or many years or even decades later. In this section we have also included a page on "If it is not PGP, what could it be?" which we hope will signpost women to other organisations which can offer them specific and appropriate support and advice for their particular symptoms.

This year we have also made a distinct effort to move away from our original paper based information booklets sent by post and embrace the opportunities offered by online and social media. This better reflects the way people seek out information today and also offers women with PGP the opportunity to communicate with and offer support to each other within a controlled and safe environment. Thank you to Lucy for continuing work on our social media pages, website and blog. At our next Away Day in May, we will be training some of our social media savvy volunteers to manage our new Facebook members support group so our online presence and support will continue to expand and evolve. To this end Lucy and I have also revamped our Handbook to better reflect how we now answer enquiries and to set some guidelines for Social Media use.

The YouTube video project is now well underway. Funding has been secured, thanks to trustee and volunteer efforts in completing funding applications at the last Away Day; an Editor has been commissioned; and guidelines for the video drawn up. Watch this space! It will be wonderful for women to “see” what treatment really looks like at last.

Becky is currently working on a survey, which will give us a lot of data about women’s experiences of PGP and allow us to tailor forthcoming projects to their particular needs.

Fundraising continues as ever, and we continue to find ourselves in a fairly healthy financial position, despite the considerable expenditure necessary to achieve our ongoing projects. As mentioned above, we were lucky enough to be successful with our application for funding from the Big Lottery Fund and Tesco Bags of Help. In February Mad Speed organised our most successful quiz to date, raising £900.14, and we also received funds from a local church quiz before Christmas. . Also Sarah’s husband Paul cycled for us at RideLondon last July and raised £611.25, and we hope to recruit cyclists for the next RideLondon event.

Thank you to everyone who has contributed to helping us have another good year: all those who have assisted with projects, answering calls or Facebook comments, putting forward ideas; all those who have organised fundraising events, or given funds or donations. It is all much appreciated.

Janet Jaudun  
Secretary

## **Co-ordinator’s Report**

I have been delighted with the progress we have made over the past three years, which has been possible due to the grant funding, fundraising and donations we have received. In my report I will focus on the work we have been able to do to our website and social media as our other exciting projects are being covered in the other reports.

### **Website update (content and template)**

We have been gradually updating the content of our website since May 2015 with the aim of giving women with PGP and healthcare professionals up to date information about the treatment and management of PGP.

Over the past year we have developed and uploaded a new web section called ‘PGP following pregnancy’. This has expanded on the information we already provided to include women who did not receive the right support or treatment when their PGP symptoms started and have continued with painful and disabling symptoms for months or years following birth.

We have also updated our template to be more user friendly and function better on mobile devices. This has been a complicated process as our website holds so much content so I thank everyone for

your patience during the template change earlier this year and hope you like the new look and find our website easy to navigate.

Our regular blog and social media posts continue to attract followers (1000 on Facebook, 360 on Twitter), which is very encouraging and means we are expanding our reach.

We have also continued to receive positive feedback from supporters and members about how informative our website is. Women are reporting that they have been able to access hands-on treatment using the information on our website allowing us to direct our volunteer time to focus on project work and developing other ways of supporting women with PGP rather than using all volunteer time for our helpline.

### **Facebook members support group**

We have also been working on a Facebook members support group which will be a closed group for members to enable members to support each other on their roads to recovery from PGP. This will be an area to share practical and emotional management tips and to encourage each other.

We have a training day coming up in May to train new and current volunteers to manage this group, which we plan to launch in the summer.

### **Thank you:**

Thank you and farewell to our communications officer Mad Speed who has decided to resign as a Trustee and I wish her the very best in her future ventures.

Thank you to the rest of the committee and volunteers for the hard work and effort you each put in to our meetings, funding applications and events, and project work.

A big thank you to our chair Sarah Fishburn for the voluntary time you give, especially for supporting me and responding to helpline calls.

I look forward to seeing our charity continue to evolve, support grow and women with PGP accessing the treatment they need more easily over the next year.

Lucy Ryan  
Co-ordinator

### **Treasurer's Report**

We ended the financial year with a healthy bank balance (£17,714) due to receiving a £10K grant from the Big Lottery in March. If we exclude the £10K grant (which is ring-fenced for our YouTube video project), our expenditure during the financial year was roughly double our income. We started the year with a very healthy bank balance, and so it was entirely appropriate for us to invest this in work to advance the charity's aims, i.e. the Stickmum project and new web content.

Some of the shortfall was due to one-off costs (or foregone income) which are not expected to occur again next financial year, namely:

- design work for posters to use in our Stickmum campaign at healthcare professional Conferences;
- extra administration costs involved to our Communications Officer for work on our e-newsletter, topical blog articles and completing our online members area. This work is now carried out predominately by volunteers and we only pay our co-ordinator for creating and distributing the e-newsletter.

- unplanned expenditure on the website due to the need to update our template which had become out of date and exposing us to bug threats which had not been anticipated; and
- an administrative error in our Gift Aid claim meaning we needed to resubmit it, so that this income will be received in the 2018/19 financial year.

However, part of the shortfall was due to a drop in our fundraising income. It will be important next year to boost fundraising and bring our expenditure (excluding the Big Lottery grant) in line with our income.

### **Income**

A large portion of our income this year was the £10K grant from the Big Lottery fund we received in March, which has yet to be spent. Fundraising drew in £3,938, down from £7,076 the previous year. Membership income remained stable at £928. Donations amounted to £634 (the previous year we received an unusually large donation, so the figures aren't comparable). We did not receive a gift aid return this financial year due to our return being rejected, but this should come into our accounts early in the new financial year.

### **Independent fundraising**

We received £765 from the company Viewpoint, which kindly nominated us as its charity of the year; and £218.50 from the St Peters Church quiz. Martin Thorne raised £1003.98 including Gift Aid at a Charity Boxing Event which we received funds for in the last financial year as well as this year.

### **Committee fundraising**

Sarah's husband Paul Fishburn raised £611.25 including Gift Aid by cycling for us at Prudential RideLondon in July. The Harwell quiz night organised by Mad Speed made a net profit of £900.14 in February.

### **Grants**

We received a fantastic £10K Big Lottery grant for the YouTube project which has yet to be spent.

### **Key Expenditures**

The majority of our expenditure was on project support costs including the major update to the website, and preparation for the Stickmum video project (£7,592). Other significant expenditure was on the Stickmum project (£1,405) and the website (£1,034).

We unfortunately encountered problems with our website which resulted in unexpected expenditure on a rebuild of the site. We took this opportunity to make changes to the website template to enable most future website work to be carried out by our coordinator in future to reduce costs.

### **Looking forward**

We have a very healthy bank balance at present, and as most of this is ring-fenced for our YouTube project it will be important to make sure we raise enough additional income next year to cover our running costs.

Claire Wilding  
Treasurer

This report has been approved by the trustees and is signed on their behalf by:

**Signed version seen at meeting** (Chairman of The Pelvic Partnership)

Mrs Sarah Fishburn  
21st June 2018

## Independent Examiner's Report

# To The Trustees of The Pelvic Partnership On Accounts For Year Ended 31<sup>st</sup> March 2018

### Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

### Basis of Independent Examiner's Statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; 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 version seen at meeting** (Independent Examiner) Date: 21st June 2018

Mr Nicholas Clarke CPFA  
1 Lockton Barns  
Church Lane  
Harwell  
OX11 0EZ

# The Pelvic Partnership Income & Expenditure Account Receipts and Payments For the Year Ended 31<sup>st</sup> March 2018

Income & Expenditure Account  
For The Year Ended 31st March 2018

			2018	2017
RECEIPTS	UR	R	Total	Total
	£	£	£	£
<b>Income</b>				
Membership	928		928	952
Donations	634		634	6,380
Fundraising Events	3,938		3,938	7,076
Sale leaflets	8		8	0
			0	0
Tax reclaim on gift aid	0		0	1,596
Interest Received	5		5	8
Miscellaneous Income	0		0	12
Workshops			0	0
<b>Grants</b>				
Stickmum PGP Video Project		10,000	10,000	0
	<u>5,513</u>	<u>10,000</u>	<u>15,513</u>	<u>16,024</u>

**The Pelvic Partnership  
Receipts and Payments  
For the Year Ended 31<sup>st</sup> March 2018  
Continued:**

	UR	R	2018 Total	2017 Total
	£	£	£	£
<b>PAYMENTS</b>				
<b>Expenditure</b>				
<b>Direct charitable</b>				
Stickmum Leaflet-printing Design , postage & Advertising Printing, Leaflets & Newsletters	1,405 726		1,405 726	1,614 497
Travel			0	0
Conference			0	0
Fundraising costs AGM & Meeting Costs	833		833 0	1,346 0
<b>Support Overheads</b>				
Administrator Fees	6,410		6,410	6,690
Postage	434		434	507
Stationery	21		21	51
Telephone	219		219	401
Website & Hosting	1,034		1,034	447
Insurance	379		379	374
Counselling Training & Supervision	0		0	165
Bank charges			0	0
Sundry Expenditure			0	0
	<u>11,461</u>	<u>0</u>	<u>11,461</u>	<u>12,092</u>
Net of Receipts/ (Payments)	(5,948)	10,000	4,052	3,932
Cash Funds Last Year End	13,662	0	13,662	9,730
Cash Funds This Year End	<u>7,714</u>	<u>10,000</u>	<u>17,714</u>	<u>13,662</u>

# The Pelvic Partnership

## Statement of Assets and Liabilities

### As at 31<sup>st</sup> March 2018

**Balance  
Sheet**

As At 31st March 2018

			2018	2017
	Restricted Funds £	Unrestricted Funds £	Total £	Total £
<b>ASSETS</b>				
Bank and Cash				
Bank Current A/c	10,000	1,201	11,201	1,654
Bank Deposit A/c	0	6,513	6,513	12,008
	<u>10,000</u>	<u>7,714</u>	<u>17,714</u>	<u>13,662</u>
<b>LIABILITIES</b>				
	-	-	-	-
			<u>17,714</u>	<u>13,662</u>
<b>INCOME FUNDS &amp; RESERVES</b>				
		Note		
Restricted funds			10,000	0
Unrestricted- General Fund			<u>7,714</u>	<u>13,662</u>
			<u>17,714</u>	<u>13,662</u>

At the A.G.M. of The Pelvic Partnership, the annual accounts for year ended 31<sup>st</sup> March 2018 were approved and accepted by the trustees on 21<sup>st</sup> June 2018 and signed on their behalf by:

(Chairman of The Pelvic Partnership)  
Mrs Sarah Fishburn

# The Pelvic Partnership

## Accounts for the Year Ended 31<sup>st</sup> March 2018

### Notes to the Accounts

#### 1. Basis of accounts preparation

These accounts have been prepared on a 'Receipts and Payments' basis according to the requirements of SORP 2005 and the Charities Commission for England and Wales.

#### 2. Remuneration to Trustees

No remuneration has been paid to any of the trustees during this year

		2018	2017
TRUSTEE	Out of Pocket Expense Reimbursed		
Sarah Fishburn	Stationery costs	276	6
Lucy Ryan	Administration fees, postage, Stationery & Website	6,125	6,307
Mad Speed	Administration fees, Fundraising	1,075	1,746
Becky Martin	Travel, Meeting costs	38	
Kate Mc Nab	AGM, Fundraising & Meetings	85	
		<u>7,599</u>	<u>8,059</u>

#### 3. Restricted Fund Analysis

	Bal B/fwd 01-Apr-17 £	Receipts in Year £	Payments in Year £	Bal C/fwd 31-Mar-18 £
Restricted Grant- Stickmum PGP Video Project	0	10,000	0	10,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

