

“Give them the chances they deserve”



Elsie Normington
FOUNDATION

Elsie Normington Foundation

Annual Report 2015-2016

*“To make a great dream
come true, the first
requirement is a great
capacity to dream.*

The second is persistence”



*“Give them the chances
they deserve”*

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TRUSTEES

Office Bearers

Elsie Normington	Chairperson
Liz Syred	Secretary
Graham Cooper	Treasurer

Helen Bull	Trustee
Alistair Dodds	Trustee
Andrew Grzesinski	Trustee
Rosie Jardine	Trustee
Anne McCreadie	Trustee
George Normington	Trustee
Sheila Proudfoot	Trustee
Richard Syred	Trustee

Eilidh MacMillan Advisor, NHS Highland

PROFESSIONAL SERVICES

Bank

Clydesdale Bank, 15 Academy Street, Inverness IV1 1JN

Solicitor

Andrew A Murchison, Director
Murchison Law, Solicitors, 5 Ardross Terrace, Inverness, IV3 5NQ
www.murchisonlaw.co.uk

Independent Examiner of Accounts

Dawn Walker
Rose Cottage, Rose Street, Avoch, Ross-shire IV9 8QF

Fundraising Consultants

KMG Consultants Ltd, 102 Hope Street, Glasgow G2 6PH

Architect

Colin Armstrong Associates, Chartered Architects
Pavilion 1, Fairways Business Park, Inverness IV2 6AA
www.colinarmstrong.com

WEBSITE

www.enfoundation.co.uk

SOCIAL NETWORK

www.facebook.com/elsienormingtonfoundation

Elsie Normington Foundation (or known as EN Foundation or ENF) is a Scottish Charity which was set up in November 2012 to promote the welfare of children and young people who have learning disabilities. It is regulated by the Office of the Scottish Charity Regulator (OSCR) and was officially recognized as a Scottish Charity by OSCR on 28th May 2013.

EN Foundation is a Scottish Charitable Incorporated Organisation (SCIO) and has a governing document. At the end of the year, the EN Foundation had eleven Trustees and one advisor from NHS Highland. During the year, Lisa Law was no longer available to stand as a Trustee and resigned. An Advisor who specializes in Learning Disability attended our meetings as the NHS Highland Representative.

Regular Board Meetings and Community Fundraising Meetings have been convened throughout the year, discussing Business Planning, the Fundraising Strategy and Partner involvement for the Haven Centre.

EN Foundation is grateful to the Merkinch Community Centre for the use of their premises for meetings.

Chairman's Report

I am delighted to report that this year has seen continuous development of the ambitious plans to build the Haven Centre. This is a long term project which requires a continuing commitment to see the vision become a reality - and I am honoured to have such a strong team of Trustees, Community Fundraisers, Supporters and Helpers who are willing to ensure the vision becomes a reality.

Some major milestones were reached throughout the year - especially when we established our partnerships with Direct Childcare and Key Community Supports, bringing a wealth of knowledge and experience to the planning and development process.

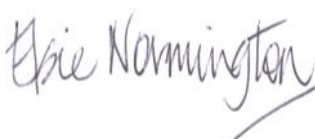
We also completed the tendering process of appointing our Architect and professional team, working with them on the drawings to completion, which took numerous meetings and many discussion.

Our Business Plan was also updated, which was a large piece of work and now reflects current national policy and social care trends.

The milestone of reaching our first £100,000 at our 'Big Spring Sing' was an exciting achievement for us and I want to thank everyone for all their time, skills, knowledge, wisdom and sheer hard work to reach this stage in the journey. The vision is a marathon of work and involves several stages, so I am most encouraged at all the progress which has been achieved throughout the year.

Let us continue the good work!

Elsie Normington
Chairperson



Objectives

To continue convening the EN Foundation Board of Governance with a strong and committed group of Trustees

To develop and finalise the vision for 'The Haven Centre' and secure partners who would work with EN Foundation

To raise the profile of the EN Foundation through community fundraising and press coverage

Activities

The Board of Trustees have met regularly throughout the year and also attended many meetings with partners and other professionals in developing the vision from concept to completion.

Throughout the year there has been significant community fundraising efforts delivered by the Fundraising Volunteer Team with many of the events being highlighted in the local press and social media

A 6 minute DVD was launched at the 'Big Spring Sing' where local families tell their own stories and state their reasons for needing the Haven Centre in Inverness.

There has also been ongoing discussion with the Highland Council regarding the land option agreement and the footprint for the site.

Several funding applications have been submitted and thanks is acknowledged to Crerar Trust and the Pebble Trust for their donations. Many individuals and groups have also done fundraising for ENF.



New Appointments

1. Liz Syred was appointed as Secretary to the Board June 2015
2. Two partners were appointed: Direct Childcare and Key Community Supports who will deliver the operational services. These partners have met on numerous occasions to discuss the concept drawings. A working partnership agreement was also signed.
3. The Business Plan was updated with the help of three days free consultancy from HISEZ and also intensive input from various Board Trustees and friends.
4. A tendering process was undertaken to secure an Architect and associated professional team. The firm of Colin Armstrong Associates was appointed as the Architect to the project.

Future Plans

Meetings

Convene at least six Board meetings throughout the year.

Convene at least four Fundraising meetings throughout the year.

Consultant Fundraiser

Our Consultant Fundraiser and his Assistant will continue to submit funding applications and work closely with the Trustees in fundraising.

Community Fundraising

A key group of volunteers give much of their time and effort to community fundraising events. These occasions continue to be very popular and successful. Items are also sold at these events.

It is hoped to recruit a part time community fundraiser to drive this agenda forward in the next two years.

Project Management

The Architect will continue in his role as Project Manager for the Haven Centre and also co-ordinate the other professional members of the building and design team

Partner Dialogue

We will continue dialogue with the Highland Council, NHS Highland, Key Community Supports and Direct Childcare as we develop the concept buildings and work towards an operational service.

Corporate Involvement

An Appeals Committee will be formed to assist with corporate fundraising towards The Haven Centre.



Left to right: Fiona Ednie (Direct Childcare) Elsie Normington (ENF) and Debbie Mackinnon (KEY Community Supports) signing the partnership agreement.

Independent Examiner's Report

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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, I do not express an audit opinion on the accounts.

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave 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.

Dawn Walker
Independent Examiner
3rd June 2016

Trustees Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended)

Statement of Disclosure to Auditors

The Trustees have provided all information required in order to facilitate a financial audit of the accounts.

We have taken all necessary steps to furnish the auditor with any information which is required to complete this audit.

Accounts were approved by the Trustees at a Board meeting on Wednesday 13th May 2016

**STATEMENT
OF FINANCIAL
ACTIVITIES**

Elsie Normington Foundation					
Final Accounts					
1st April 2015 – 31st March 2016					
Income		Unrestricted Funds £	Restricted Funds £	Total This FY £	Total Last FY £
Grants :-	Crerar Hotels Trust		8000.00	8000.00	0
	Total Grants awarded	0.00	8000.00	8000.00	0
Donations :-	General Donations	9929.72		9929.72	11,252.49
	Personal Events	5535.13		5535.13	9,106.85
	Total Donations	15464.85	0.00	15464.85	20,359.34
Sale of Goods :-	Donations from sale of Goods	810.95		810.95	268.50
	Sale of photographs	0		0.00	112.00
	Book & Calendar Sales	389.55		389.55	1708.27
	Total Sales	1200.50	0.00	1200.50	2,088.77
ENF Events :-	Fashion Show Event	1363.00		1363.00	
	Summer Concert	677.00		677.00	
	Girls Brigade Concert	750.00		750.00	
	Quiz Night	795.20		795.20	
	Culloden House afternoon tea	430.00		430.00	
	Christmas Concert	1609.78		1609.78	
	Big Spring Sing	3256.33		3256.33	
	Singing & Bucket Collection Events	1732.52		1732.52	
	Total Events	10613.83	0.00	10613.83	16,719.74
	Total Income	27,279.18	8,000.00	35,279.18	39,167.85
Expenditure					
	Professional Fees	3628.25	0	3628.25	15,203.86
	Event Hire	0	0.00	0	1,150.00
	Stationery / Printing	126.25	0.00	126.25	1,400.45
	Insurance	111.6	0.00	111.6	110.88
	Fundraising costs	216	0.00	216	295.75
	Advertising & Marketing Materials	1224.13	0.00	1224.13	1,285.81
	Postage	0	0.00	0	119.1
	Travel	0	0.00	0	101.9
	Misc.	68	0.00	68	32.34
	Total Expenditure	5,374.23	0.00	5,374.23	19,700.09
	Income over Expenditure	21,904.95	8,000.00	29,904.95	19,467.76
	surplus brought forward	43,168.28	0.00	43,168.28	23,700.52
	Total	65,073.23	8,000.00	73,073.23	43,168.28
	Bank Balance as at 31/3/16	65,073.23	8,000.00	73,073.23	43,168.28

FUNDRAISING ACTIVITIES

Fundraising Report

The Fundraising Team has continued in their enthusiasm to organize a wide range of events throughout the year. Other groups have also come forward and ran events themselves then donated the proceeds to ENF.

Some examples of events:

Diamond Wedding event and two other wedding events

Afternoon Tea at Culloden House Hotel with David and Sarah Murray

Quiz Night with Teams

Tin Pan Alley Jazz Band

Selling Silent Doorbell books

Singing for Pleasure concerts, raffle and collection

'BIG SPRING SING' with various choirs at Smithton Church

Girls Brigade Concerts

Shopping evening at Kirkhill Church of Scotland

Free North Church Coffee Morning

Catenians Christmas Dinner



ENF fundraising Group celebrating all their successes throughout the year.

Well done to everyone!



Culloden House
Hotel Event



Isobel McLean
climbed
Mount Kilimanjaro
and raised £1835

Well done Isobel and
thank you for such
an amazing effort !!



Three generous donations
from wedding events



Elsie Normington
F O U N D A T I O N

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Scottish Charity SC044029