



Registered Office

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Inverness  
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[www.enfoundation.co.uk](http://www.enfoundation.co.uk)

Scottish Charity (SCIO) SC044029

*“Giving young people with the greatest needs, the chances they deserve”*



**Elsie Normington Foundation**

**Annual Report**

**2017-2018**

## Board of Trustees and Advisors

Elsie Normington	Chairperson
Liz Syred	Secretary
Graham Cooper	Treasurer (Resigned 28.09.17, died 10.02.18)
Helen Bull	Trustee
Alistair Dodds	Trustee
Andrew Grzesinski	Trustee
Rosie Jardine	Trustee
Anne McCreadie	Trustee
Sheila Proudfoot	Trustee
Richard Syred	Trustee

Jillian Sharp	Book-keeping and accounting processes
John Gallon	Rep for people with Learning Disabilities
Gordon Fyfe	Advisor for PR and Media Strategy
Gillian Cooper	Chair of Fundraising Committee
Eilidh MacMillan	Advisor, NHS Highland (resigned 30.03.17)
Jean-Pierre Sieczkarek	Advisor, NHS Highland (appointed 28.09.17)

### 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

### VAT Specialist Advisor

Paul McGonagle, Johnston and Carmichael, Clava House,  
Cradlehall Business Park, Inverness IV2 5GH

### Governance Advisor

Corra Irvin, McLeod and McCallum Solicitors  
28 Queensgate, Inverness IV1 1DJ

www.enfoundation.co.uk

www.havenappeal.org.uk

www.facebook/elsienormingtonfoundation

### Elsie Normington Foundation

#### Summary of income and expenditure for the period to 31st March 2018

	Unrestricted Funds £	Restricted Funds £	Total this FY £	year ended 31 March 2017
<b>Opening bank</b>	99,453	10,618	<b>110,071</b>	73,074
<b>Opening creditors</b>			-	
<b>Opening debtors</b>			-	<u>73,074</u>
<b>Income</b>				
Donations	88,523		<b>88,523</b>	18,500
Concerts	3,335		<b>3,335</b>	220
Events	15,868		<b>15,868</b>	6,683
Sale of merchandise/goods/books	56		<b>56</b>	400
Silent doorbell	1,473		<b>1,473</b>	379
Collections	1,588		<b>1,588</b>	1,452
Funding & grants received	-		-	-
Sale of bags	50		<b>50</b>	746
Misc	-		-	-
Grants	12,000		<b>12,000</b>	38,000
<b>Income received</b>	<u>122,893</u>	-	<b>122,893</b>	<u>66,380</u>
Pledged donation		100,000	<b>100,000</b>	-
Pledged grant		250,000	<b>250,000</b>	-
Robertson trust		380,000	<b>380,000</b>	-
<b>Income pledged</b>	-	<u>730,000</u>	<b>730,000</b>	<u>-</u>
<b>Total income</b>	<u>122,893</u>	<u>730,000</u>	<b>852,893</b>	<u>66,380</u>
<b>Expenditure</b>				
Advertising & marketing	1,437		<b>1,437</b>	100
Event hire	-		-	-
Printing, postage & stationery	1,031		<b>1,031</b>	865
Website	-		-	-
Subscriptions - Just Giving	216		<b>216</b>	288
Subscriptions - Other	100		<b>100</b>	-
Insurance	216		<b>216</b>	106
Rent	200		<b>200</b>	270
Fundraising consultant	15,363	10,618	<b>25,981</b>	13,182
Fundraising costs	155		<b>155</b>	-
Goods for re-sale ENF bags	-		-	2,256
Prof fees	3,552		<b>3,552</b>	12,220
Accountancy fees	75		<b>75</b>	60
Travel	-		-	-
Misc	-		-	36
	<u>22,345</u>	<u>10,618</u>	<b>32,963</b>	<u>29,383</u>
<b>Net Income</b>	100,548	(10,618)	<b>89,930</b>	36,997
<b>Closing bank - end of year</b>	200,001	-	<b>200,001</b>	110,071
Creditors	-	-	-	-
Debtors		730,000	<b>730,000</b>	-
<b>Net funds</b>	<u>200,001</u>	<u>730,000</u>	<b>930,001</b>	<u>110,071</u>

### **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 Regulations have 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  
30th Sept 2018

### **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.

### **Organisation Status**

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 nine Trustees, as Graham Cooper, ENF Treasurer resigned due to ill health and died a short time later. The Board acknowledge the high commitment which Graham contributed in setting up the financial systems and his meticulous book-keeping and financial reports. He is sadly missed by all the Trustees.

### **Charity Activity**

Regular Board Meetings have been convened throughout the year, continuing to drive forward the vision to build a specialist facility in Smithton, Inverness for children and young people with severe learning disabilities. Minutes are kept of such meetings then ratified and approved at the subsequent Board Meeting.

Community Fundraising Meetings have been convened throughout the year and several volunteers have continued to be committed to helping raise money through grassroots fundraising efforts. Many successful events have enabled increased exposure of the vision within the community and also raising funds through such events.

Services of a Consultant Fundraiser have supported the Board to submit several large funding applications and provide the follow up on such submissions.

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

### **Future Plans**

- ◆ To continue raising awareness of the vision through social media, local press, fundraising events and networking
- ◆ To continue raising funds following the ENF Funding Strategy
- ◆ To continue in dialogue with developed partnerships as the project evolves and develops
- ◆ To continue pursuing appropriate development for the project

## Annual Review from ENF Chairman

*"The future belongs to those who believe in the beauty of their dreams"*  
Eleanor Roosevelt

Another year has passed so quickly and we take this moment to reflect and consider how far we have come on our exciting adventure to make our dream become a reality.

First of all, I want to thank all the Trustees for their strong commitment to the cause and being persistent in supporting the vision of 'The Haven Centre' - giving so much time and skills to the cause, attending so many meetings and working on many diverse tasks. Also a big thank you to the Fundraising Team for giving such a huge effort at organising fundraising events, selling tickets and persuading family and friends to attend such – this is all hugely appreciated.

Secondly, it was a great sadness to lose one of our dedicated Trustees - Graham Cooper who was the ENF Treasurer and set up the financial systems, also attended many meetings and even in his final weeks, he enquired of up to date reports on how things were developing with the project. His wife Moira and daughter Gillian have given much to ENF and continue to do so with their wider family, supporting a wide range of events.

Thanks must also be noted to all those in community who have sent donations and also organised 'their own fundraising events' for the HAVEN, including adults with learning disabilities themselves - who love to perform in community concerts.

Much work has been done with Grant Giving Agencies and we were delighted to be awarded the large pledge of £380,000 from the Robertson Trust which has caught the attention of other funders, thus validating the vision for this much needed centre.

Finally, a big thank you to the Inverness Courier for choosing ENF as their chosen charity and providing such consistent and meaningful press coverage. This has provided significant awareness within the public domain.

So we continue to press on toward our goal - believing that one day - the Haven Centre will be built, providing a much needed facility for our most vulnerable in society.

Elsie Normington  
Chairperson

## Some Fundraising Events

### Snowman Rally Support Raises £2,214

Thanks to the Snowman Rally for supporting the Haven Appeal. We raised over "£2,000. Many volunteers gave up their time to collect car parking fees and rally drivers pledged so willingly. Thank you to all those who helped



### Highland Business Women

Pupils from Drummond School went to the Drumossie Hotel to help Elsie with her presentation about the Haven to Highland Business Women. ENF were chosen as their charity of the year as a result of the pupils and Elsie's superb presentations.

### Music

The Lovat Arms in Beaully held an open mic session in aid of The Haven and raised over £600.

session in aid of The Haven

**"We've got talent"** involving people with learning disabilities was held at The Merkinch Community Centre and raised a considerable amount, which when added to various Singing for Pleasure and Rainbow Singers events brought in over £5,000. John Gallon, our LD Rep. was an enthusiastic MC for the talent show which showcased how people with LD can participate. These events showcased how people could benefit from The Haven Centre.

Rainbow Singers at the Big Spring Sing

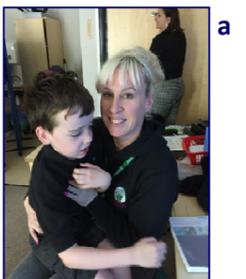


Elsie's book **The Silent Doorbell** continues to raise money for the cause bringing in last year another £1,473. It also helps to raise the profile of the project.

Various other events were run throughout the year including **'Race night'** and **'Quiz night'**; **Hats & Flats afternoon tea at castle** and **Singing for Pleasure Christmas Concert.**

### Supporters

Logan and his mum Natalie a PSA at Drummond School are backing the appeal as they hope it will be somewhere that Logan can play safely with his friends in the future.



**Finally, the Two Daisies who hope to raise money for the Haven too.....**