

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended
31 March 2024
for
First Touch**

Azets Audit Services Limited
Ashcombe Court
Woolsack Way
Godalming
Surrey
GU7 1LQ

First Touch

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First Touch

Report of the Trustees for the Year Ended 31 March 2024

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS102) in preparing the annual report and financial statements of the charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1072500

Principal address

Neonatal Unit
Lanesborough Wing
St George's Hospital
Tooting
London SW17 0QT

Trustees

Nicola O'Connor	- Retired 31 March 2024
Nicola Eastwood	
Achim Herbert Vogt	
Laura de Rooy	
Kim Caddy	
Dr Sijo Francis	
Helen Beattie	
Paula Abramson	
Natalie Daly	
Robert Nestor	
Adam Norgett	
Benedict Shaw	
Louise Hunter	
Clare O'Grady	

Independent examiner

Azets Audit Services
Ashcombe Court
Woolsack Way
Godalming
Surrey GU7 1LQ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure, Governance and Management

The Trust is a registered charity (charity number 1072500) and is constituted under a Trust deed dated 08 September 1998. The Trust was established by a parent of a baby treated on the unit.

The current Trustees all have experience of the unit either as parents who have had a baby treated on the unit or as clinical staff.

New Trustees

New Trustees are selected and appointed by the existing Trustees. On appointment new Trustees are given a welcome pack which includes a brief history of the Charity, a copy of the last three years financial statements, a copy of the Trust Deed and Supplemental Deed, and copies of the Charity Commission's guidance "The Essential Trustee: What you need to know" and "Charities and Public Benefit".

Relevant Interests

At this time none of the Trustees has a relevant interest but, in accordance with the Trust's policy, any Trustee with a relevant interest is required to disclose such interest and withdraw from any decisions where a conflict may arise.

First Touch

Report of the Trustees for the Year Ended 31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Additional Governance Issues

At the Trustee meetings, the Trustees agree the broad strategy and areas of activity for the Charity, including large expenditure on equipment, and training and welfare budgets. The day-to-day administration of funds, processing, and marketing is delegated to the Charity Director and Coordinator.

Its management is in the hands of a Management Committee.

Risk Management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The Charity's objective, as set out in the governing document, is the relief and treatment of premature and sick babies in the neonatal unit at St Georges Hospital by providing and assisting in the provision of specialist equipment, improving the amenities and facilities, and to support and assist the families of such babies who are or have been on the unit.

Significant Activities

The main activities undertaken for public benefit in relation to the stated objects are:

- The purchase of medical equipment (augmenting that acquired by the NHS Trust);
- Funding supplementary and specialist training for nurses; and,
- Support through the welfare fund for families and babies.

The neonatal unit at St George's Hospital is a level three centre of excellence meaning the sickest babies from South-West London and the South-East of England, and occasionally further afield, are transferred to the unit for treatment and, therefore, benefit from the funds used by the Charity.

There is no means testing relating to provisions from the welfare fund for families, support is available to all.

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have regard to the Charity Commission's general guidance on public benefit.

BACKGROUND

COVID-19 altered the way in which First Touch works with the neonatal unit. The First Touch staff continue to work remotely in the main, with a continued presence on the Unit. Staff are mindful of the continuing need to keep the risk of infections low especially in the winter months to protect the vulnerable patients and their families.

The First Touch staff offer a visible and accessible resource at the unit, which enables easier communication with clinical staff to understand what is needed, often at quite short notice, and from a fund-raising perspective with the main source of donations coming from parents and families on or formally on the unit. Many parents meet the First Touch staff and see work undertaken and want to help support by raising funds or making donations.

The Trustees would like to pay tribute to both First Touch staff and the clinical and administrative staff on the Neonatal unit who have been a crucial conduit enabling First Touch to continue to be agile and active supporting the unit as necessary.

First Touch

Report of the Trustees for the Year Ended 31 March 2024

ACHIEVEMENTS AND PERFORMANCE & FINANCIAL REVIEW

The Charity received income of £213,998 (2023: £197,698). An increase over the previous year reflecting the hard work of our staff and generosity of so many of our supporters.

Many of the families that are served by the Neonatal do not come from affluent backgrounds and they often go out of their way to raise funds in grateful thanks for the treatment their babies have received. The Charity takes great pride in the fact that most of its income is raised by those who have directly benefited from the work of the unit and the work of First Touch.

First Touch is fortunate to have a following of fundraisers and donors who step up to raise funds for equipment and projects as they are identified. The Trustees note with gratitude that the consistent achieving of targets reflects the hard work and dedication of our staff, together with families and individuals. Gift aid tax relief and gifts in kind make a huge difference to the overall total.

The Charity considers that its long-term main function is to fund the purchase of medical equipment to increase the capability of the unit to bring wellbeing to babies in its care. The charity responds to requests from the NNU for equipment and only if funds are available or if the Trustees believe that funds can be raised in a timely fashion does the charity commit to a purchase.

The Trustees are keen to emphasise that the level of income is not the only way to measure success. The staff undertake other roles, including raising awareness for many of the issues surrounding premature birth and baby loss, together with welfare activities: making a stay on the unit more pleasant for families and staff. The feedback that is received from staff and families on the unit about the charity's role is reviewed regularly by the Trustees and is overwhelmingly positive.

Equipment

This year commitment to equipment spending continues, however, spending in the accounts totals £8,263 with further invoices expected to arrive in the following financial year for equipment ordered. Expenditure and order highlights included new doors for the NNU with fingerprint entry system, a Baby Leo Incubator, an update to the First Touch Garden in the grounds of St George's, Apnoea Monitors, and a sophisticated simulation training doll. Annual subscriptions including the vCreate system subscription, and training for the Peer Supporter volunteers continue in addition.

It is important to note that whilst the Trustees frequently agree to purchase equipment mindful of fundraising campaigns or funds in hand in any financial year the procurement policy at St George's Trust dictates that equipment must be sourced through them and subsequently invoiced. As such the Trustees have no control over the timing of the purchases and receipt of invoices. These timings combined with the very different nature of demands on the Charity's funds during the pandemic led to the Trustees agreeing that it was appropriate for welfare spending to exceed the equipment spending in these exceptional times, and the Trustees continue to monitor the balance between equipment and welfare.

Welfare

One of the guiding tenets of the Charity is to seek to enhance the "amenities and facilities, and to support the families of babies who are or have been on the ward". This falls into the Welfare category.

Each baby on the unit at Christmas receives a Christmas Stocking and festive edible treats were available on the unit for staff and families. Babies also received a small gift to celebrate Easter, Mother and Father's days and World Prematurity Day all funded by the Charity. The Amazon wish continues to be a popular and convenient way for supporters to arrange these seasonal donations together with day-to-day supplies such as tea bags, snacks, muslins and general supplies for the staff and families that make such a difference to a very intense and difficult time for families

First Touch

Report of the Trustees for the Year Ended 31 March 2022

Awareness and support

In this the 25th Anniversary Year for First Touch, a party was held during the summer for graduates of the NNU and their families, it was a joyous occasion with many families and staff able to reconnect. Feedback suggested that this is a better alternative to the Christmas Party which comes at a time of high alert for winter germs. First Touch has also funded the training of Peer Supporters, volunteer parents trained by St Georges to be a visible and accessible face for families, visiting the nurseries and talking face to face with parents. So far this is proving popular and successful.

Trustees

Nicola O'Connor resigned as Trustee at the end of the Financial Year and is thanks warmly by the Trustees for her help, support and advocacy over her many years of involvement.

Staff

The staff at First Touch is the catalyst that allows the Charity to channel the generosity of volunteers and supporters to make such a tangible difference to the life and well-being of the babies on the unit.

The Trustees recognise that without doubt the single most important contribution to the work of the charity is that of the staff and wish to place on record their gratitude. Sarah Collins, Charity Director and Louise Williams, Charity Co-ordinator both go beyond their paid hours as part time staff on behalf of First Touch giving up their personal time to work as both the public face of the charity and day to day management and administration.

During the current financial year there have been some continued challenges for our staff, and they have met them with their inimitable dedication and flexibility allowing First Touch to continue its work, the Trustees are grateful and recognise the additional commitment of our staff stepping in to cover roles where necessary to keep the charity functioning efficiently. It has been a difficult year. In addition, we know that Sarah Collins will be leaving her role in the next financial year as she moves away from London, and the Board are seeking to ensure that staffing is covered appropriately. As part of this process the Trustees were delighted to welcome back Sonja Timpson to the staff.

The charity will continue to work innovatively and creativity to continue to support the Neonatal unit, together with the staff and families there.

Reserves Policy

The reserves held by the Charity at 31 March 2024 were £413,658 (2023: £343,085) and are split between unrestricted reserves totalling £406,158 (2023: £338,085) and restricted reserves of £7,500 (2023: £5,000).

The Charity only purchases equipment for which it has funding, or fundraising is undertaken specifically for a piece of equipment. It has minimal running costs other than staff salaries and the Trustees aim to maintain reserves in unrestricted funds at a level which equates to a minimum of six months of unrestricted charitable expenditure.

The Charity has held assets in cash, either in current or deposit accounts throughout the year. First Touch does not have any interest in real estate property or possess any marketable securities and thus has no financial market exposure. The costs associated with the core activities of the Charity are noted in the attached Statement of Financial Activities.

Approved by order of the board of trustees on 15 January 2025 and signed on its behalf by:

Nicola Eastwood - Trustee

**Independent Examiner's Report to the Trustees of
First Touch**

I report to the charity trustees on my examination of the financial statement of First Touch (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and 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

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 charity 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 accounts to be reached.

Debra Saunders FCA, BSc (Hons)
Azets Audit Services
Ashcombe Court
Woolsack Way
Godalming
Surrey GU7 1LQ

Dated: 24 January 2025

First Touch

Statement of Financial Activities for the Year Ended 31 March 2024

		Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
	Notes	£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		86,689	2,718	89,407	66,666
Activities for generating funds	2	111,005	-	111,005	119,644
Investment income	3	1,439	-	1,439	469
Incoming resources from charitable activities					
Gifts in kind		<u>12,147</u>	<u>-</u>	<u>12,147</u>	<u>10,919</u>
Total incoming resources		211,280	2,718	213,998	197,698
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income		6,262	-	6,262	8,347
Charitable activities					
Purchase of medical equipment		8,263	-	8,263	87,855
Support through the welfare fund for families and babies		112,073	218	112,291	120,135
Gifts in kind		12,147	-	12,147	10,919
Support costs		<u>4,462</u>	<u>-</u>	<u>4,462</u>	<u>3,605</u>
Total resources expended		143,207	218	143,425	230,861
NET INCOME/(EXPENDITURE)		68,073	2,500	70,573	(33,163)
RECONCILIATION OF FUNDS					
Total funds brought forward		338,085	5,000	343,085	376,248
TOTAL FUNDS CARRIED FORWARD		<u>406,158</u>	<u>7,500</u>	<u>413,658</u>	<u>343,085</u>

The notes form part of these financial statements

First Touch

Balance Sheet At 31 March 2024

	Notes	2024 £	2023 £
CURRENT ASSETS			
Debtors	6	3,854	5,335
Cash at bank		<u>412,684</u>	<u>340,510</u>
		416,538	345,845
CREDITORS			
Amounts falling due within one year	7	(2,880)	(2,760)
		<u>413,658</u>	<u>343,085</u>
NET ASSETS			
FUNDS	9		
Unrestricted funds		406,158	338,085
Restricted funds		<u>7,500</u>	<u>5,000</u>
TOTAL FUNDS		<u>413,658</u>	<u>343,085</u>

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The financial statements were approved by the Board of Trustees on 15 January 2025 and were signed on its behalf by:

Nicola Eastwood -Trustee

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 March 2024**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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 charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

Going concern

We have paid particular attention to the likely effects on the charity of the current global economic uncertainty and the trustees remain confident that sufficient funding, and reserves, are in place and that the charity has adequate resources to enable it to continue as a going concern for the foreseeable future.

Incoming resources and debtors

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Debtors and prepaid expenses are included at the monetary value of the transaction.

Resources expended and liabilities

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Gifts in kind

Gifts in kind are recognised when received and recorded based on the estimated value of a similar good or service available to buy. These amounts are recognised within income and expenditure.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Capital expenditure

Expenditure of a capital nature is written off to income and expenditure in the year in which it is incurred.

2. ACTIVITIES FOR GENERATING FUNDS

	2024	2023
	£	£
Fundraising events	<u>111,005</u>	<u>119,644</u>

First Touch

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

3. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>1,439</u>	<u>469</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

5. STAFF COSTS

	2024	2023
	£	£
Gross wages	65,661	61,619
Employers NIC	437	-
Employers pensions	1,269	1,239
Other staff costs	1,231	1,016
	<u>68,598</u>	<u>63,874</u>

No employees (2023: Nil) received employee benefits for the reporting period of more than £60,000.

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Prepayments and accrued income	<u>3,854</u>	<u>5,335</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Accruals and deferred income	<u>2,880</u>	<u>2,760</u>

8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Current assets	409,038	7,500	416,538	345,845
Current liabilities	<u>(2,880)</u>	<u>-</u>	<u>(2,880)</u>	<u>(2,760)</u>
	<u>406,158</u>	<u>7,500</u>	<u>413,658</u>	<u>343,085</u>

First Touch

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

9. MOVEMENT IN FUNDS – CURRENT YEAR

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General Fund	338,085	68,073	406,158
Restricted funds			
Equipment Fund	5,000	2,500	7,500
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>343,085</u>	<u>70,573</u>	<u>413,658</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	211,280	(143,207)	68,073
Restricted funds			
Equipment Fund	2,718	(218)	2,500
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>213,998</u>	<u>(143,425)</u>	<u>70,573</u>

MOVEMENT IN FUNDS – PRIOR YEAR

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General Fund	374,748	(36,663)	338,085
Restricted funds			
Equipment Fund	1,500	3,500	5,000
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>376,248</u>	<u>(33,163)</u>	<u>343,085</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

9. MOVEMENT IN FUNDS – PRIOR YEAR (continued)

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	291,051	(235,437)	55,614
Restricted funds			
Equipment Fund	1,500	(2,370)	(870)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>292,551</u>	<u>(237,807)</u>	<u>54,744</u>

10. RELATED PARTY DISCLOSURES

There were no transactions with related parties for the year ended 31 March 2024 nor for the year ended 31 March 2023.

11. RESTRICTED FUNDS

Equipment Fund

Donations received for specific items of medical equipment are allocated to this fund and any purchases made are then matched accordingly.

First Touch

Detailed Statement of Financial Activities for the Year Ended 31 March 2024

	2024 £	2023 £
INCOMING RESOURCES		
Voluntary income		
Donations	70,256	49,541
Gift aid	<u>19,151</u>	<u>17,125</u>
	89,407	66,666
Activities for generating funds		
Fundraising events	111,005	119,644
Investment income		
Deposit account interest	1,439	469
Incoming resources from charitable activities		
Gifts in kind	<u>12,147</u>	<u>10,919</u>
Total incoming resources	213,998	197,698
RESOURCES EXPENDED		
Costs of generating voluntary income		
Fundraising and administration	3,478	4,875
Events	<u>2,784</u>	<u>3,472</u>
	6,262	8,347
Charitable activities		
Medical equipment funding	8,263	87,855
Welfare	43,018	54,626
Staff costs	68,598	63,874
Training post funding	457	1,635
Gifts in kind	<u>12,147</u>	<u>10,919</u>
	132,701	218,909
Support costs		
Independent examiner's fee	2,880	2,760
Other costs	<u>1,582</u>	<u>845</u>
	4,462	3,605
Total resources expended	<u>143,425</u>	<u>230,861</u>
Net income/(expenditure)	<u><u>70,573</u></u>	<u><u>(33,163)</u></u>