KEEPING ABREAST

England & Wales · Charity number 1129522

Details

Status	Registered
Legal form	Charitable company
Company number	06891388
Registered	2009-05-11
Register	View on the Charity Commission register

Contact

Address	Keeping Abreast Oak Lodge 129 School Lane Little Melton Norwich NR9 3LB
Phone	01603 819113
Email	info@keepingabreast.org.uk
Website	www.keepingabreast.org.uk

Activities

Objects: TO PRESERVE AND PROTECT THE HEALTH OF BREAST CANCER PATIENTS WHO HAVE HAD OR WHO ARE CONSIDERING BREAST RECONSTRUCTIVE SURGERY FOLLOWING MASTECTOMY FOR BREAST CANCER, BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES, INFORMATION, SUPPORT AND PRACTICAL ADVICE NOT NORMALLY PROVIDED BY STATUTORY AUTHORITIES; TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN ALL AREAS RELATING TO BREAST RECONSTRUCTION BY THE PROVISION OF LECTURES, A WEBSITE, AND NEWSLETTERS DEVOTED TO BREAST RECONSTRUCTION.

Activities: Provide help and support to women who have been diagnosed with breast cancer and who are considering the possibility of a breast reconstruction following mastectomy. The Group also provides support to those who have recovered from breast cancer and are considering reconstruction some time later. The Charity holds regular Support Group meetings that are open to all patients.

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Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Bedford
- Bristol City
- Liverpool City
- Manchester City
- Norfolk
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£142,279	£175,307	-	-
2024-03-31	£103,500	£116,011	-	-
2023-03-31	£143,108	£136,972	-	-
2022-03-31	£63,855	£72,149	-	-
2021-03-31	£120,539	£102,709	-	-

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Trustees

Name	Role	Appointed
Beckie Jordan		2026-02-02
Carina Carter		2019-09-19
Elsa Ryder		2026-02-02
Karen Rix		2026-02-02
Kerry Kemp		2026-05-05
Matthew Wallis		2026-02-02
Nellie Guttmann		2026-02-02
Nellie Kuma		2026-02-02
Sharon Lilley		2025-09-30

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KEEPING ABREAST

England & Wales - Charity number 1129522

Accounts

Annual Report

Year Ending 31st March 2025

Keeping Abreast

Breast Cancer Reconstruction Support

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1. Reference and administrative details of the charity, its Trustees and Advisers

Trustees
Mrs C Carter

Mrs R McArthur

Mrs E Queensborough - Chair Person

Miss V Vazquez - Treasurer

Emily Egle

Tracey Pretty

Company Registered Number
06891388 – Keeping Abreast is a registered charitable company limited by guarantee and was set up by a Trust deed

Charity Registered Number
1129522

Registered Office
7 The Close, Norwich, Norfolk, NR1 4DJ

Accountants
MA Partners LLP, 7 The Close, Norwich, Norfolk, NR1 4DJ

Bankers
The Co-operative Bank, 69 London Street, Norwich, Norfolk, NR2 1HT

Solicitors
Hansells Solicitors and Financial Advisers, 13 The Close, Norwich, Norfolk, NR1 4DS

Other Information
We have a team of three part-time staff operating from a licenced office in Norwich and we are members of the NCVO (National Council of Voluntary Organisations) and The Fundraising Regulator.

2. Chair's Statement (For the year ending 31 March 2024)

It is with huge privilege that I present this report, in my role as Chair of the Board of Trustees in April 2025. Keeping Abreast remains steadfast in its mission to provide comprehensive information, support, practical help, and advice to those considering breast reconstruction. We continue to offer the invaluable opportunity to share experiences with others who have faced similar decisions. Our commitment extends to enriching the quality of care for individuals recovering from breast reconstruction, raising awareness of our work across the UK, and encouraging the establishment of new Keeping Abreast (KA) groups nationwide.

Over the past 12 months, **we have reinforced our dedication to supporting those navigating breast reconstruction surgery.** We have also expanded our non-medical support to families and friends of patients. Our key achievements this year include:

- Securing significant grant funding through multiple successful applications.
- Delivering tailored support through various communication channels, 'personal to every person'.
- Offering both Zoom and in-person wellbeing sessions.
- Presenting to professional colleagues at the National Breast Cancer Now, Nurses conference, supporting them to support their patients.
- Continuing to distribute Pink Packs and Comfort and Care bags to hospitals across the UK, benefiting breast reconstruction patients.
- Welcoming a full house of supporters at our Biennial 'More Than Just Fashion Show'.
- Growing our informational resources and virtual support through our continually evolving website and Social Media presence.

With the help of our Support and Volunteer Officer, we have continued to deliver a structured support package to our groups and volunteers, who are the backbone of Keeping Abreast's success. We are proud to strengthen and diversify our reach through innovative initiatives.

Our newly appointed Fundraising Officer continues to seek out new and innovative ways to raise funds in a challenging landscape and we have developed a focused approach to securing funds via grants.

Our community of supporters continues to grow and evolve, alongside a rising interest in volunteering and fundraising for our cause.

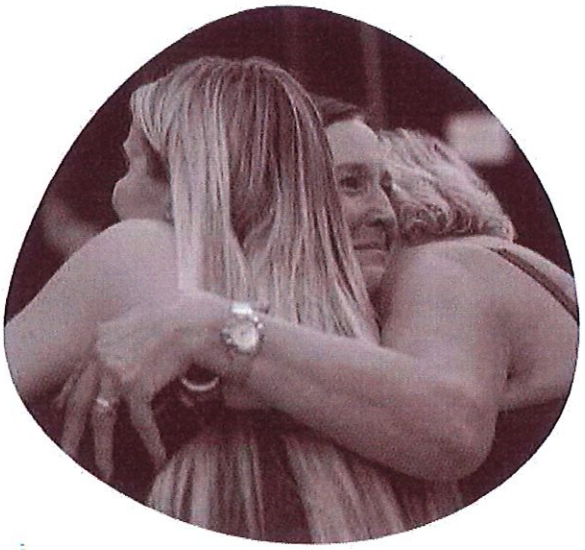
Our **core mission remains focused on providing support to those facing decisions about breast reconstruction following a breast cancer diagnosis or the discovery of a positive hereditary breast cancer gene.** This mission is central to everything we do and serves as the benchmark for measuring our success. I trust this report clearly demonstrates the significant impact we have achieved.

As we look ahead, Keeping Abreast can take pride in the support it offers, and we remain committed to further developing our fundraising efforts, support structures, and group offerings. We are also focused on strengthening our strategic direction for the future. Our key strength continues to lie in our dedicated staff, volunteers, and everyone involved in the charity's activities. I am deeply grateful to my fellow Trustees for their experience, judgment, and commitment to their roles throughout the past year.

Together, we are making a meaningful difference in the lives of those facing difficult decisions about breast reconstruction. As such, heartfelt recognition must be directed to all individuals associated with the functioning of our Charity. Our loyal and dedicated team of staff, our devoted army of volunteers, our committed founders and patrons and my faithful, fellow trustees, are all vital pillars to our continued success.

Name Emma Queensborough
Chair of Trustees

Date: 8/8/25



3. Our Objectives

Since our conception we have always had four main objectives:

To provide information, support, practical help and advice for those considering breast reconstruction, including the opportunity to share the experiences of others

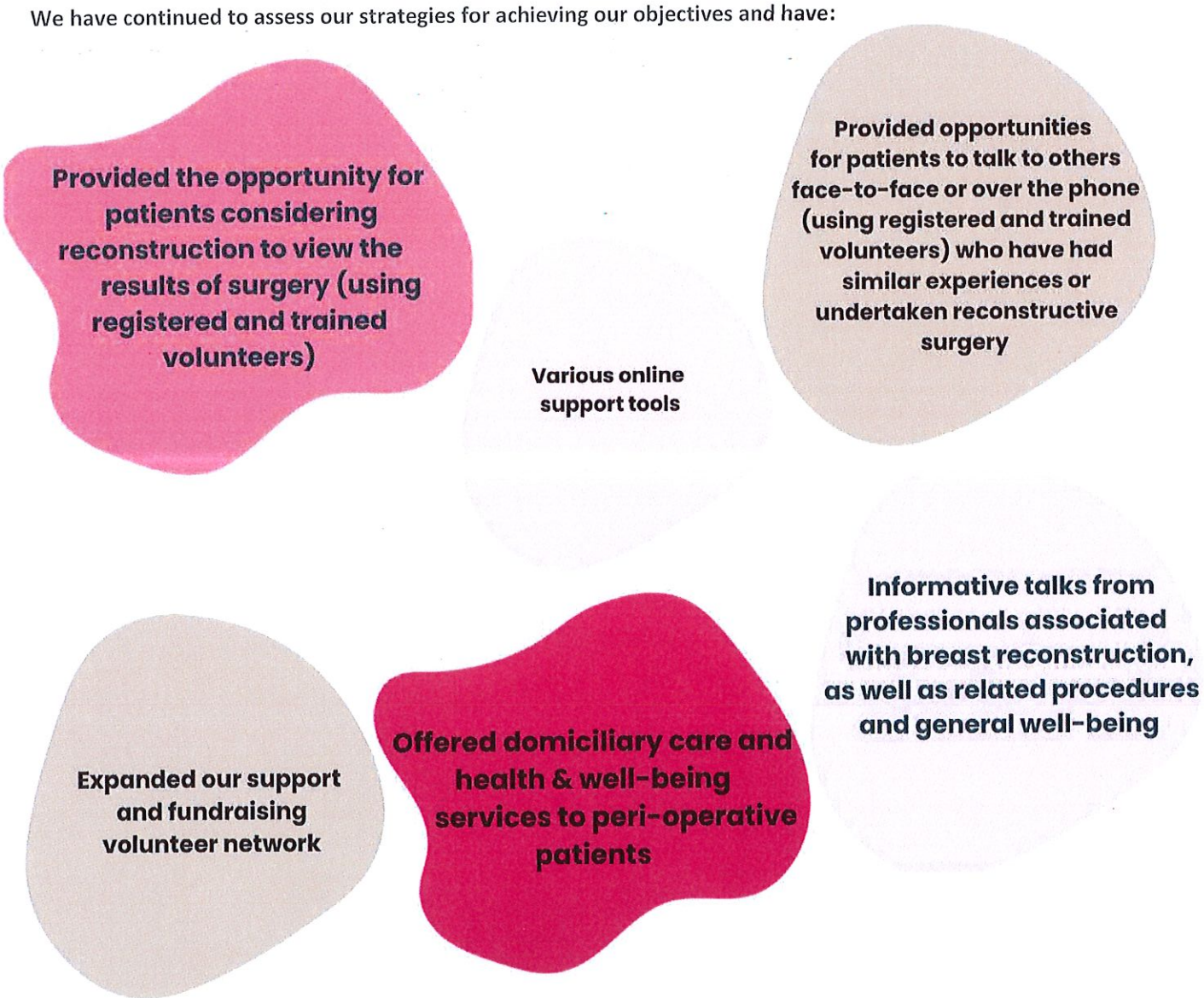
To enrich the quality of care for those recovering from breast reconstruction

To raise awareness of Keeping Abreast within the UK

To encourage and support the establishment of other KA groups nationwide

4. Strategies for achieving objectives

We have continued to assess our strategies for achieving our objectives and have:



5. Review of Activities

Our specific objectives from last year were to ensure that the charity had stability, longevity and was working productively and as cost-effectively as possible. This included;

- Reviewing the Trustee mix to ensure that the Trustees have a good mix of skills and experience.
- Reviewing our fundraising income streams considering external factors.
- Adapting our work patterns and resource mix to maximise service level which included increasing hours allocated to fundraising.

6. Groups & Support

How Keeping Abreast delivers public benefits:

The charity's main activities and those it helps are outlined below:

Keeping Abreast helps people who are contemplating, facing or going through breast reconstruction after a breast cancer diagnosis or the discovery of a positive hereditary breast cancer gene. It also supports those who have undergone breast reconstruction surgery but who still need assistance during their recovery. This support is provided in a variety of ways; in person at face-to-face Support Groups across the UK, and by a national network of registered Keeping Abreast Volunteers who help others by phone, email, WhatsApp, Zoom and so on. The charity is also very active on social media, placing posts and stories across its many platforms on an almost daily basis. Keeping Abreast has accounts on Facebook, Instagram, X and LinkedIn and also publishes regular updates on its website, www.keepingabreast.org.uk.

The face-to-face Support Groups provide a friendly, informal, welcoming environment for those facing breast reconstruction surgery to meet others who have already been through this experience so that they can hear what breast reconstruction is really like and ask questions. In addition to these helpful conversations, the face-to-face Support Groups also include 'Show & Tell' sessions, where those attending can see real results of different breast reconstruction operations in a safe, controlled space thanks to registered Keeping Abreast Volunteers who are happy to show the results of their surgery. Besides this peer-to-peer support, the Keeping Abreast Support Groups also run a number of talks and activities, with invited speakers giving presentations on breast reconstruction-related topics, and with events such as scar therapy sessions or visits by post-surgery underwear and swimwear providers.

The Support Groups take place on different days and at different times and in a number of venues, from village halls to cancer support centres. The common factor is that they are run by dedicated Keeping Abreast Volunteers who offer individual support to breast cancer reconstruction patients and their partners, friends and families and who are keen to provide 'personal support to every person'.

During the financial year 2024/2025 there were around **60 individual face-to-face Support Groups**, with **over 900 attendees.**

Besides the Support Groups and network of volunteers, there is a wealth of useful information on the Keeping Abreast website, www.keepingabreast.org.uk, from patient stories to FAQs. **The website's USP is that it also contains a suite of real-life breast reconstruction accounts and videos, where Keeping Abreast Volunteers show the results of their breast reconstruction surgery to camera and explain their own breast reconstruction journeys in their own words.** The videos are proving very popular, with four

new videos added in 2024 showing reconstruction using implants, an outer free thigh flap, a bilateral IGAP and a double mastectomy with implant and mesh reconstruction due to BRCA2 status.

The videos are complemented by other support information on the site, such as helpful hints and tips for going into hospital, and sources for post-surgery underwear and swimwear.

The charity also runs also a closed Facebook group, the Keeping Abreast Online Support Group UK, which now has well over 600 members, and which was set up so that people can talk about breast reconstruction, swop stories, receive helpful hints and tips, and ask questions about the different types of surgery and recovery. The online support group is working well, with new people joining regularly and posts receiving plenty of comments and shares.

What's more, most of the Keeping Abreast Support Groups also run a WhatsApp group for their volunteers and for those they're supporting, so that they can continue to help one another in-between the face-to-face meeting dates and keep everyone informed about new events and activities.

Meanwhile, to aid well-being, free Keeping Abreast Mindfulness For All sessions continue to be offered on the first Tuesday of the month via Zoom, with the classes taken by a long-standing KA Leicester Volunteer who has been through breast reconstruction herself and who is a Mindfulness coach and yoga teacher. To complement these monthly sessions, a series of six half-hour Mindfulness For All sessions have been added to the Keeping Abreast website this year, so that anyone involved with the charity can take advantage of those in their own time and at their own discretion.

The number of Registered KA Volunteers remains consistent and **there are currently 200 Volunteers** who help out at support groups as well as at awareness days, fundraisers, activities and events.

The charity regularly receives positive feedback and testimonials from breast cancer reconstruction patients who have been supported by Keeping Abreast and who often become volunteers themselves once they've finished their own treatment. Testimonials such as these:

"I am so very grateful to you for all the advice, support and camaraderie I've received at the meetings I've attended."

"I've had two calls with the lovely women you put in touch with me, they were both very informative and helped me talk things through, describing both procedures really well and giving lots of useful information on looking after yourself pre- and post-operation. Many thanks for your help with this, it's really appreciated."

"I was made to feel very welcome by Nicky and Debi. The whole meeting was positive and very informative... I look forward to seeing you all again."

"I would also like to take the opportunity to thank you for arranging for Julie to contact me. We had a good chat, and it was interesting and valuable to speak to someone who has the gene and hear about her journey."

"Thank you so much for organising Sally to contact me. We had a very helpful conversation, and I am so grateful to her for her time and encouragement. It is a huge decision to go forward for surgery but doing so alongside amazing women is a comfort indeed. Thank you."

"I did get a call from the ladies you mentioned. They were both very helpful and called me the night before I went into hospital, which was amazing. I've had the procedure done and all seems well so far, fingers crossed. Thank you for all your advice and support - your organisation is truly wonderful! Many, many thanks."

To spread the word about the support on offer, Keeping Abreast distributes 'Pink Packs' to local hospitals and cancer centres – these are information packs which are given out to breast cancer reconstruction patients – along with 'KA Comfort and Care Bags' which contain a number of useful items to help them post-surgery.

The Pink Packs contain a KA leaflet, notebook and pen, information about the charity's free monthly Mindfulness sessions, and herbal tea and coffee sachets. They also remind people about the charity's website, www.keepingabreast.org.uk, as well as signposting to a host of other useful breast reconstruction-related sites.

Meanwhile, the Comfort & Care Bags include a heart-shaped cushion, drain bag, eye mask, fan, slipper socks and a voucher for a new post-surgery bra, along with a number of other useful products.

During the financial year 2024/2025 around 1,000 Pink Packs were sent out by KA HQ, along with over 100 Comfort & Care Bags, while the individual Support Groups provided Comfort & Care Bags to patients in their areas too.

The packs and bags are always well received by individual patients and hospitals alike, as demonstrated by these comments:-

"i would like to thank the charity for sending me the parcel. I received it yesterday and it will definitely be helpful items to have pre and post my surgery planned for next week. I am grateful that your charity exists to help others. Many thanks."

"Just wanted to say a very big thank you for my beautiful Care Bag. I was touched by the thoughtfulness that went into putting this bag together."

"Good morning. Thank you sooo much for my wonderful care package recently received. I will definitely fill in the survey included, it's a very much appreciated and wonderful thing for you to do."

"Just to thank you for the Care Bag, it's a very kind gesture and your work is greatly appreciated and valued."

"I just wanted to say thank you so much for the care package you sent to me. It's so kind and thoughtful and really helped me... I'm about to buy myself a bra now I've had the surgery. This is helpful as I'm on sick pay; it's so expensive to get a bra so the voucher is amazing. Thank you so much."

"I just wanted to drop you a quick email to say thank you. I'm day two post-op now and back staying at my Mum's whilst I recover. Feeling very sore and was struggling a bit this morning and then the lovely package arrived, and it really has made my day."

"Just wanted to let you know we have received your Keeping Abreast packs. Thank you so much for sending them. Our patients are very grateful for your packs."

In addition to delivering the Pink Packs and Comfort & Care Bags to hospitals and cancer centres, they are also sent out to individuals who haven't yet got a Support Group in their area. We continue to see an increase in people contacting the charity direct, having heard about Keeping Abreast online or via social media, or via other people who have been supported by KA.

Meanwhile at KA HQ we also provide our face-to-face Support Groups with the items that they need to support others, from flyers, posters and other publicity materials, to KA merchandise and suggestions for speakers and activities.

Our beneficiaries have all been affected by Breast Cancer in some way. Our main demographic of people we support are those directly facing surgery due to breast cancer.

Besides attending the Support Groups themselves, Keeping Abreast Volunteers and staff are also involved in Cancer Awareness Days and other related support events. These have included regular attendance by KA Volunteers at the monthly Coffee, Cake & Natter mornings at the James Paget University Hospital in Gorleston, Norfolk; participation in a Facebook Live event on Body Image and Breast Reconstruction with Breast Cancer Now; a Breast Reconstruction Awareness Day (BRA Day) event at John Lewis Norwich; and a Talking About Cancer Together event at The Forum in Norwich.

"I've been online looking for info on reconstruction options... I'm so please to have just watched the video on FB of Carolyn from Keeping Abreast answering questions about breast reconstruction and the psychological impact, in conjunction with Katy from Breast Cancer Now and a psychologist. I'm going to look at the videos on your website when I've taken time to digest what I've just watched. They are exactly what I'm looking for to help make a decision. So thank you, thank you, thank you."

The Support Groups also assist their local hospitals wherever possible, by providing equipment and/or training where they can. For example, the KA Norwich Support Group recently paid for a new Doppler ultrasound for the Gissing Ward - specialising in reconstructive plastic surgery - at the Norfolk & Norwich University Hospital and they are currently fundraising to help pay for a replacement lipo-filling machine.

The current Keeping Abreast Support Groups are located in the following areas:

- Norwich
- King's Lynn
- Stalham (Outreach)
- Wymondham (Outreach)
- Gorleston (monthly drop-in sessions)
- Liverpool
- Cheltenham
- Bristol & Bath
- Herts & Beds
- Leicester
- Sheffield (currently inactive, but hoping to re-instate this in due course)

"Thank you so much for all the brilliant support you provide. I got my care package in the post and was slightly ***overwhelmed by all the wonderful and thoughtful things*** *included. Especially the handmade items. It's just so special to think someone has made these beautiful bags and cushions for me. I also got to talk with Zoe who is just incredible. Just hearing how she has come through it all makes it feel less scary and to hear how she's doing now gives me so much hope. And her tips and advice, hearing from someone who has been there and knows how it feels is just so brilliant. I've got a surgery date now in May and so will be getting everything I need together... and reading the Facebooks and everything.* ***Thanks so much for all that you do!"***

We have also been working with the breast reconstruction team at the Salisbury Hospital by providing them with pink packs and KA Comfort & Care Bags, and we are also building our relationship with the breast reconstruction team at the Morriston Hospital in Swansea, Pinderfields Hospital in Yorkshire and, from early 2025, with the breast care nurses working for the University Hospitals Plymouth NHS Trust.

KA HQ receives calls, emails and social media requests for support on an almost daily basis and these are dealt with centrally, with KA HQ finding a suitable volunteer to talk to the breast reconstruction patients who contact Head Office as well as letting them know about their local face-to-face support group, if applicable, as well as telling them about relevant information on the charity's website and, in some cases, about other charities that can help. During the financial year 2024/2025 KA HQ handled 152 individual support requests, with KA Comfort & Care Bags often sent out to these individuals from KA HQ too.

7. Volunteers

Volunteers

The number of registered Keeping Abreast Volunteers is currently 200, most of whom are previous breast reconstruction patients and the others either breast reconstruction nurses/breast care staff or individuals who support the administrative, awareness and fundraising sides of the charity.

Volunteers are integral to the success of the charity, and without their hard work, dedication and time, together with their own personal knowledge of breast reconstruction surgery, Keeping Abreast simply could not operate.

*"I was going to email you today to say thank you so, so much for Saturday – **I really can't tell you how much difference it's made to me**. You gave me hope – not just for the outcome of the operation none of us want to have, but to be able to be my own best advocate (I loved what you said about how it's not being vain to want the 'best' outcome, but that they wouldn't offer it as reconstruction if it didn't make such a difference to us) – but hope, too, for the future. I'm just so glad, as I said, I came to see you. I felt understood and 'heard' and **your experience, wisdom and insight is invaluable**..."*

We are extremely lucky to be supported by a group of keen and highly committed individuals who undertake a variety of roles which include:

Patient Point of Contact (POC) – able and willing to talk to and offer support to other patients, in person or by phone or via email, WhatsApp, Zoom or other means.

'Show & Tell' Model – willing and comfortable to show the results of their breast reconstruction surgery to others in a controlled, safe environment.

Running a Support Group or Event – part of the team of volunteers that organises, co-ordinates and facilitates the running of a group – whether an actual or virtual meeting.

Supporting Administrative Tasks – helping to ensure the smooth running of the charity by supporting the team with operational and administrative tasks, as required, such as putting together Pink Packs (information packs) and KA Comfort & Care Bags and sending out leaflets and posters etc.

Keeping Abreast Events – supporting the charity at various awareness events usually by manning stands For example, KA Volunteers manned a Keeping Abreast stand in the Women's Wear department at John Lewis Norwich on BRA Day (Breast Reconstruction Awareness Day) in October 2024 as part of Breast Cancer Awareness Month and also supported a Norfolk Santa Fun Run by giving out medals and manning cake and merchandise stalls. Each year the volunteers take shifts at a Charity Christmas Card Shop in the centre of Norwich, which raises money for the charity, and they also helped out at a fundraising Family Fun Day at The Brickmakers Arms, a pub near the centre of the city. They also sold raffle tickets at an Elvis evening (Carols With The King) – one of many activities that takes place around the country each year to raise funds.

There was also a successful Keeping Abreast Fashion Show which took place in Norfolk in October 2024 featuring 24 breast cancer reconstruction patients as models, and a Music Quiz Night in February 2024. Volunteers helped out in all sorts of ways at these events, from setting up for those evenings and manning different areas such as the car park, raffle table and merchandise stall. The Keeping Abreast Fashion Show attracted several hundred people each evening and was featured in local papers and magazines as well as on radio and TV.

Trustee – part of the group responsible for governing the charity and supporting its direction to achieve its aims and objectives. There are currently six Trustees, each of whom has a particular skill set eg. admin, finance, event planning and marketing.

All of the charity's volunteers are encouraged to attend training courses to help them support others and to widen their experience. **This includes the Keeping Abreast Online Volunteer Training modules.**

In addition, all Keeping Abreast Volunteers are equipped with a Volunteer Kit which comes in a pink KA-branded tote bag, and which includes a pink KA Volunteer T-shirt, lanyard, and a branded notebook and pen. These items help them feel included and part of the wider Keeping Abreast volunteer family.

In addition, a regular online newsletter is produced to keep patients, supporters and volunteers updated on the charity's news and events.

8. Campaigning

The main internal campaign of the year has been the 9th bi-annual *'More than Just Fashion Shows'*. Other KA led campaigns throughout the year have included *'Booby Cupcake Month'* and the *'I Dance. You Donate. Challenge'* in conjunction with *The Big Give's Women and Girls Match Fund*.

Externally, October included *Breast Cancer Awareness Month* and *BRA (Breast Reconstruction Awareness) Day* in which we held a presence in John Lewis with a stall and small raffle. GC Aesthetics held their *Pink Challenge* during October which split donations raised between KA and one other charity. Long term supporter, Andrew Hadley has had a yearlong raffle which in part supported KA. In December we ran a *'12 days of Support campaign'* on social media to highlight key facts and statistics regarding Breast Cancer Reconstruction.

9. Central Support activities

Fundraising: (Internal)

The main KA Fundraising events of the year include, *'Booby Cupcake Month'* in May of 2024 and March of 2025, our 9th bi-annual *'More than just Fashion Shows'* in October 2024, our *'Carol Service'* in December and our *'Music Quiz Night'* in February 2025.

Fundraising Campaigns: (Community Fundraising & External Opportunities)

The year began with the *Memory Walk for Danni* raising a phenomenal amount of funds for KA in April 2024 (£10,884.34), alongside Carrie Kelly who took part in the *London Marathon* (£1,569). KA purchased several places in the *London Big Half* which proved difficult to place however, Berry Robertson who ran, raised a decent figure (£349.50) and is keen to do so again for us next year. Other notable community fundraising included *Sue Bruce's Garden Party* in August (£1,036.25), *Sammatha Oddy's Skydive* (£805), George Couzens and his team running *Run Norwich* (£500) in September and *the NNUH Plastics Dept. Skydive* in October (£1,660). *St Johns House* and *The Finishing Touches Group* both held separate Quiz nights in aid of KA and patron Chris Bailey held a Raffle Lunch for his birthday and split the funds with us and one other charity. Our Christmas cards were sold again in *The Original Charity Christmas Card Shop* in St Peter Mancroft which sold out of all purchased stock.

Grant funding:

We were awarded grant funding from various grant givers to enable us to continue to provide the charity services. We thank all those who kindly supported Keeping Abreast during this financial year for specific projects and core costs.

Charity of Year:
We continue to work with corporate supporters who provide a valuable income stream. Based off connections made this year through various avenues we have a promising lead on a number of corporate partnerships next year.

10. Fundraising outputs

Fundraising has been able to support the charity's running costs, support costs and development throughout this year, with our Community Fundraising having surpassed the expected budget. We have also supported our service-users online with additional Real-Life Reconstruction Videos earlier this year via the donation of external funding.

We have updated some of our printed materials to try to modernise the look and feel of the brand and continue to work on this through grant given training and internal workshops. We have been assessing our current Fundraising Packs and will continue to develop this further into the remainder of 2025. March already saw the launch of an updated '*Booby Cupcake Month*' Pack with new logo, refreshed contents and visuals and a focus on being more sustainable in our print choices. From this we decided to host several elements of the pack online for people to access and print at home if they choose. This helped to save on budgeted costs for the pack and meant considerably less printing, paper and card were used.

Following discussions of pushing the brand visually with its colour palette we have created a new range with primary, secondary and tertiary palettes that have been launched gradually and will be reassessed throughout the year. This is to ensure that the brand works for us as needed and to ensure it helps to distinguish content between support and fundraising. We are awaiting a further workshop date to hold an internal review of our '*Brand framework*' following the ongoing training with Creativity Unbound part funded by The Norfolk Community Foundation's training bursary scheme. This will hopefully help to steer our visual progression and create a more solid foundation for our brand overall. The hope is to have a solid set of brand guidelines within the next year.

11. Structure, Governance and Management

Constituition

The charity is registered as a charitible company limited by guarantee (registered number: 06891388) and is a registered charity (registered number: 1129522).

The charity is constituted under a Memorandum of Association dated 29 April 2009 as amended by special resolutions dated 18 May 2010 and 9 May 2012.

Method of Appointment or Election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Policies Adopted for The Induction and Training of Trustees

New Trustees undergo a Trustee induction to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and to inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business

plan and recent financial performance of the charity. Typically, they will meet with other Trustees and a KA employee to gain a better insight into the role.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

12. Organisational Structure and Decision-Making

Policy decisions are made by the Trustees in Trustee Meetings or by email in accordance with the Governing document.

Insurance Cover

Public and Product Liability cover £5,000,000.

Professional Liability £1,000,000.

13. Financial Review

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate reserves and cash surplus to continue in operational existence for the short to mid-term.

The main risk is economic volatilty. The report process in place allows this sitaution to be monitored by the Trustees.

Financial and Risk Management Objectives and Policies

The Trustees met virtually on five occasions and once face-to-face during the year ending 31st March 2025 to discuss and review charity business. The Trustees constantly monitor cash balances and future income streams against obligations and fixed costs. Office rent is paid monthly with no automatic renew clause to give us flexibility.

There are no other fixed costs or on-going commitments other than minor administrative expenses.

Smith and Pinching continue to administer our Pension Scheme for our small team and the administrative side is delivered by our Payroll Provider, CBR Business Solutions in Norwich. We perform regular reviews in relation to the hourly rate paid to all our staff members.

In this time of unknown we have reviewed which event types were more successful both financially and, most importantly, how they have supported our members and Keeping Abreast community.

Principal Risks and Uncertainties

These still centre on a reduction in fundraising and/or a loss of volunteers to run the support groups. Reporting procedures enable the staff and Trustees to constantly monitor this, and fundraising plans and strategies are being reviewed regularly, to ensure they are generating the desired outcomes.

Reserves Policy

The Trustees review the balance of their reserves annually as a minimum, and it is their current policy that they will retain at least £89,097 as a minimum balance. This provides sufficient funds to employ three part-time staff and pay other fixed overheads for a full year without any other income being forthcoming. This year sees a fall in reserves with free reserves of £32,253 as of March 2025 (2024: £83,246). The level of reserves will be monitored closely moving forward. The review of internal financial rules will allow increased visibility of the cash flow.

Principal Funding

The principal sources of funding is internal fundraising, grants and public donations and internal funding, mainly from individual fundraising efforts.

14. Future Developments

- We intend to strengthen existing support groups and create new ones where possible, considering alternative approaches where necessary.
- We seek to identify additional projects that fulfil our objectives and contribute to the well-being of patients in a safe environment.
- The Trustees will continue to meet regularly, at least 3 times a year, with the option for virtual meetings to accommodate a broader demographic of Trustees. We maintain our monitoring and, where appropriate, modification of our Strategic Plan to ensure alignment with our objectives.
- We will continue to operate using a hybrid approach, blending the charity's traditional methods with the successful virtual strategies that emerged in response to Covid-19 and the cost of living crisis.

In Conclusion:

The charity has successfully risen to continuing challenges in terms of development and fundraising.

We have been able to introduce new initiatives and ways of working thanks to grant funding.

It is our intention to continue to develop new ways of working to enable us to further support those in need of help when undergoing breast reconstruction.

Thanks again to the Founders, our army of enthusiastic volunteers, and to my fellow Trustees and our fabulous team of committed staff.

Emma Queensborough

Acting Chair of Trustees - Keeping Abreast

Date: 8/8/25

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2025

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:

.....
Emma Queensborough
Acting Chair of Trustees - Keeping Abreast

Date: 8/8/25

KEEPING ABREAST
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2025

Independent Examiner's Report to the Trustees of Keeping Abreast ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2025.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: Dated: 12 August 2025

Frank Shippam BSc FCA DChA

MA Partners Audit LLP
7 The Close
Norwich
NR1 4DJ

KEEPING ABREAST
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	*Total funds 2024 £*
Income from:					
Donations and legacies	3	4,814	48,765	53,579	*27,504*
Other trading activities	4	88,700	-	88,700	*75,996*
Total income		93,514	48,765	142,279	*103,500*
Expenditure on:					
Raising funds	5	52,264	-	52,264	*26,829*
Charitable activities		93,946	29,097	123,043	*89,182*
Total expenditure		146,210	29,097	175,307	*116,011*
Net (expenditure)/income		(52,696)	19,668	(33,028)	*(12,511)*
Transfers between funds	13	(3)	3	-	-
Net movement in funds		(52,699)	19,671	(33,028)	*(12,511)*
Reconciliation of funds:					
Total funds brought forward		112,124	12,801	124,925	*137,436*
Net movement in funds		(52,699)	19,671	(33,028)	*(12,511)*
Total funds carried forward		59,425	32,472	91,897	*124,925*

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 21 to 32 form part of these financial statements.

KEEPING ABREAST

(A Company Limited by Guarantee)
REGISTERED NUMBER: 06891388

BALANCE SHEET
AS AT 31 MARCH 2025

	Note		2025 £		2024 £
Current assets					
Stocks	10	796		444	
Debtors	11	11,690		4,956	
Cash at bank and in hand		83,435		123,858	
		95,921		129,258	
Current liabilities					
Creditors: amounts falling due within one year	12	(4,024)		(4,333)	
Net current assets			91,897		124,925
Total net assets			91,897		124,925
Charity funds					
Restricted funds	13		32,472		12,801
Unrestricted funds	13		59,425		112,124
Total funds			91,897		124,925

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....
Emma Queensborough
Acting Chair of Trustees - Keeping Abreast

Date: 8/8/25

The notes on pages 21 to 32 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1. General information

Keeping Abreast is a private company limited by guarantee and incorporated in England and Wales. The Charity's registered office is 7 The Close, Norwich, Norfolk, NR1 4DJ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Keeping Abreast meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Stocks

Stocks are valued at the lower of cost and net realisable value.

2.5 Debtors

Other debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid.

2. Accounting policies (continued)

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.7 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.8 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.9 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	*Total funds 2024 £*
Donations	4,814	-	**4,814**	*2,961*
Grants	-	48,765	**48,765**	*24,543*
Total 2025	4,814	48,765	**53,579**	*27,504*
Total 2024	*3,961*	*23,543*	*27,504*	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2025 £	Total funds 2025 £	*Total funds 2024 £*
Fashion show	31,469	**31,469**	-
Ball	-	-	*19,206*
Other fundraising income	57,196	**57,196**	*56,790*
Merchandise	35	**35**	-
Total 2025	88,700	**88,700**	*75,996*
Total 2024	*75,996*	*75,996*	

5. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2025 £	Total funds 2025 £	*Total funds 2024 £*
Merchandise - opening stock	444	**444**	*407*
Merchandise purchases	2,200	**2,200**	*43*
Other	50,416	**50,416**	*26,823*
Merchandise - closing stock	(796)	**(796)**	*(444)*
Total 2025	52,264	**52,264**	*26,829*
Total 2024	*26,829*	*26,829*	

6. Analysis of expenditure by activities

	Activities undertaken directly 2025 £	Support costs 2025 £	Total funds 2025 £	*Total funds 2024 £*
Charitable activities	96,587	26,456	**123,043**	*89,182*
Total 2024	*72,919*	*16,263*	*89,182*	

6. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2025 £	*Total funds 2024 £*
Staff costs	64,728	*47,462*
Patient support	31,859	*25,457*
	96,587	*72,919*

Analysis of support costs

	Total funds 2025 £	*Total funds 2024 £*
Rent	8,280	*8,280*
Training	6,260	-
Telephone, broadband and office	5,779	*2,270*
Professional fees	4,328	*3,853*
Insurance	1,624	*1,478*
Group and staff expenses	185	*382*
	26,456	*16,263*

7. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £2,460 (*2024 - £2,340*).

8. Staff costs

	2025 £	*2024* *£*
Wages and salaries	63,417	*45,589*
Contribution to defined contribution pension schemes	1,311	*1,873*
	64,728	*47,462*

The average number of persons employed by the Charity during the year was as follows:

	2025 No.	*2024* *No.*
Fundraising and development	2	*2*
Administration and development	1	*1*
	3	*3*

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2024 - £NIL)*.

During the year ended 31 March 2025, no Trustee expenses have been incurred *(2024 - £NIL)*.

10. Stocks

	2025 £	*2024* *£*
Merchandise for resale	796	*444*

11. Debtors

	2025 £	*2024* *£*
Due within one year		
Other debtors	7,273	*4,505*
Tax recoverable	4,417	*451*
	11,690	*4,956*

12. Creditors: Amounts falling due within one year

	2025 £	*2024* *£*
Trade creditors	445	-
Other creditors	273	-
Accruals and deferred income	3,306	*4,333*
	4,024	*4,333*

13. Statement of funds

Statement of funds - current year

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2025 £
Unrestricted funds					
Designated funds					
Local group funds	28,878	13,022	(14,728)	-	27,172
General funds					
General funds	83,246	80,492	(131,482)	(3)	32,253
Total Unrestricted funds	112,124	93,514	(146,210)	(3)	59,425
Restricted funds					
Awards for All	-	20,000	-	-	20,000
Pink Ribbon Foundation	-	5,240	(5,243)	3	-
R.C. Snelling Charitable Trust	-	2,500	-	-	2,500
Art for Cure	12,801	7,025	(19,854)	-	(28)
Training	-	4,000	(4,000)	-	-
Garfield Weston	-	10,000	-	-	10,000
	12,801	48,765	(29,097)	3	32,472
Total of funds	124,925	142,279	(175,307)	-	91,897

13. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
Unrestricted funds				
Designated funds				
Local group funds	25,730	13,198	(10,050)	28,878
Pink Ribbon Foundation	3,000	-	(3,000)	-
	28,730	13,198	(13,050)	28,878
General funds				
General funds	87,239	66,759	(70,752)	83,246
Total Unrestricted funds	115,969	79,957	(83,802)	112,124
Restricted funds				
Awards for All	-	5,000	(5,000)	-
Art exhibition	643	-	(643)	-
Other restricted funds	-	1,988	(1,988)	-
Art for Cure	8,282	16,555	(12,036)	12,801
Postcode Places	12,542	-	(12,542)	-
	21,467	23,543	(32,209)	12,801
Total of funds	137,436	103,500	(116,011)	124,925

13. Statement of funds (continued)

Designated funds

The funds that relate to local groups are designated to be spent within the respective local group region.

In the year ended 31 march 2023, the **Pink Ribbon Foundation** awarded the Charity £3,000 which were designated to be used toward increased salary costs in 2023/24.

Restricted funds

In the year ended 31 March 2020, the Charity received funds from an **Art Exhibition** toward support related costs. The remaining balance of this funding was spent in the year ended 31 March 2024.

In the year ended 31 March 2023, the Charity received:
- a grant from **Art for Cure** to provide a new bespoke volunteer training offering to ensure that our volunteers feel valued and supported.
- a grant from **Postcode Places** to provide assistance with core costs to cover the office rent and a proportion of employees' salaries.

The balance on these grants were fully spent in the year ended 31 March 2024.

In the year ended 31 March 2024, further grants from **Art for Cure** helped us to continue to offer personalised support for every individual faced with breast reconstruction due to breast cancer by enhancing various support materials and resources, including our online videos that showcase real-life surgery outcomes.

In the year ended 31 March 2025, the Charity received:
- a grant of £20,000 from the **Awards for All** to help fund the support and volunteer officer's salary.
- a grant of £5,240 from the **Pink Ribbon Foundation** for the "personal to every person" project.
- a grant of 2,500 from the **R.C. Snelling Charitable Trust** to support those faced with breast reconstruction due to breast cancer within a specific geographical area.
- a grant of 7,025 from **Art for Cure** to help meet 6 months rent, comfort and care bags and pink packs.
- a grant of £4,000 through Norfolk Community Foundation for training
- a grant of £10,000 from **Garfield Weston** towards the 2025/26 core operating costs associated with the support element of the Charity.

14. Summary of funds

Summary of funds - current year

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2025 £
Designated funds	28,878	13,022	(14,728)	-	27,172
General funds	83,246	80,492	(131,482)	(3)	32,253
Restricted funds	12,801	48,765	(29,097)	3	32,472
	124,925	142,279	(175,307)	-	91,897

Summary of funds - prior year

	Balance at 1 April 2023 £	*Income £*	*Expenditure £*	*Balance at 31 March 2024 £*
Designated funds	*28,730*	*13,198*	*(13,050)*	*28,878*
General funds	*87,239*	*66,759*	*(70,752)*	*83,246*
Restricted funds	*21,467*	*23,543*	*(32,209)*	*12,801*
	137,436	*103,500*	*(116,011)*	*124,925*

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £
Current assets	63,449	32,472	95,921
Creditors due within one year	(4,024)	-	(4,024)
Total	59,425	32,472	91,897

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2024 £	*Restricted funds 2024* £	*Total funds 2024* £
Current assets	*116,457*	*12,801*	*129,258*
Creditors due within one year	*(4,333)*	-	*(4,333)*
Total	*112,124*	*12,801*	*124,925*

16. Pension commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to **£1,311** (*2024 - £1,873*). Contributions totalling **£273** (*2024 - £Nil*) were payable to the fund at the balance sheet date and are included in creditors.

17. Related party transactions

There were no related party transactions during the year.

KEEPING ABREAST

England & Wales - Charity number 1129522

Accounts

Annual Report Y/E 2024

Keeping Abreast
Breast Cancer Reconstruction Support

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1. Reference and administrative details of the charity, its Trustees and Advisers

Trustees

Miss C Scott (Resigned 18th April 2023)

Mr J Butler (Resigned 5th September 2023)

Mrs C Carter

Mrs R McArthur

Mrs E Queensborough - Chair Person

Miss V Vazquez - Treasurer

Emily Egle

Tracey Pretty (Joined 14th August 2023)

Company Registered Number

06891388 – Keeping Abreast is a registered charitable company limited by guarantee and was set up by a Trust deed

Charity Registered Number

1129522

Registered Office

7 The Close, Norwich, Norfolk, NR1 4DJ

Accountants

MA Partners LLP, 7 The Close, Norwich, Norfolk, NR1 4DJ

Bankers

The Co-operative Bank, 69 London Street, Norwich, Norfolk, NR2 1HT

Solicitors

Hansells Solicitors and Financial Advisers, 13 The Close, Norwich, Norfolk, NR1 4DS

Other Information

We have a team of three part-time staff operating from a licenced office in Norwich and we are members of the NCVO (National Council of Voluntary Organisations).

2. Chair's Statement (For the year ending 31 March 2024)

It is with great honour that I present this report, my first since assuming the role of Chair of the Board of Trustees in April 2023.

Keeping Abreast remains steadfast in its mission to provide comprehensive information, support, practical help, and advice to those considering breast reconstruction. We continue to offer the invaluable opportunity to share experiences with others who have faced similar decisions. Our commitment extends to enriching the quality of care for individuals recovering from breast reconstruction, raising awareness of our work across the UK, and encouraging the establishment of new Keeping Abreast (KA) groups nationwide.

Over the past 12 months, we have reinforced our dedication to supporting those navigating breast reconstruction surgery. We have also expanded our non-medical support to families and friends of patients. Our key achievements this year include:

- Securing significant grant funding through multiple successful applications.
- Delivering tailored support through various communication channels, 'personal to every person'
- Offering both Zoom and in-person wellbeing sessions.
- Hosting our online volunteers' conference, which served to empower and connect those who support others.
- Continuing to distribute Pink Packs and Comfort and Care bags to hospitals across the UK, benefiting breast reconstruction patients.
- Welcoming a full house of supporters at our Biennial Fundraising Ball and Auction.
- Growing our informational resources and virtual support through our newly revamped website.

With the help of our Support and Volunteer Officer, we have delivered a structured support package to our groups and volunteers, who are the backbone of Keeping Abreast's success. We are proud to have established new groups in additional areas of the UK and diversified our reach through innovative initiatives.

This year, we also welcomed Caitlin Quinn as our new Fundraising Officer. Caitlin has brought a wealth of creativity and enthusiasm to her role, driving forward new fundraising activities and setting dynamic goals to ensure our continued success.

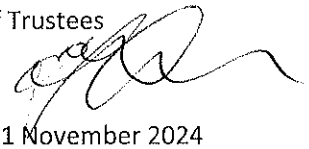
Our community of supporters continues to grow, alongside a rising interest in volunteering and fundraising for our cause.

Our core mission remains focused on providing support to those facing decisions about breast reconstruction following a breast cancer diagnosis or the discovery of a hereditary breast cancer gene mutation. This mission is central to everything we do and serves as the benchmark for measuring our success. I trust this report clearly demonstrates the significant impact we have achieved.

As we look ahead, Keeping Abreast can take pride in the support it offers, and we remain committed to further developing our fundraising efforts, support structures, and group offerings. We are also focused on strengthening our strategic direction for the future. Our key strength continues to lie in our dedicated staff, volunteers, and everyone involved in the charity's activities. I am deeply grateful to my fellow Trustees for their experience, judgment, and commitment to their roles throughout the past year.

Together, we are making a meaningful difference in the lives of those facing difficult decisions about breast reconstruction. As such, heartfelt recognition must be directed to all individuals associated with the functioning of our Charity. Our loyal and dedicated team of staff, our devoted army of volunteers, our committed founders and patrons and my faithful, fellow trustees, are all vital pillars to our continued success.

Name Emma Queensborough
Chair of Trustees



Date: 21 November 2024

3. Our Objectives

Our Objectives

Since our conception we have always had four main objectives:

- To provide information, support, practical help and advice for those considering breast reconstruction, including the opportunity to share the experiences of others.
- To enrich the quality of care for those recovering from breast reconstruction.
- To raise awareness of Keeping Abreast within the UK.
- To encourage and support the establishment of other KA groups nationwide.

4. Strategies for achieving objectives

We have continued to assess our strategies for achieving our objectives and have:

5. Review of Activities

Our specific objectives from last year were to ensure that the charity had stability, longevity and was working productively and as cost-effectively as possible. This included;

- Reviewing the Trustee mix to ensure that the Trustees have a good mix of skills and experience.
- Reviewing our fundraising income streams considering external factors.
- Adapting our work patterns and resource mix to maximise service level.

6. Groups & Support

How Keeping Abreast delivers public benefits:

The charity's main activities and its beneficiaries are outlined below:-

Keeping Abreast helps people who are considering, facing or going through breast reconstruction after a breast cancer diagnosis or the discovery of a hereditary breast cancer gene. The charity also helps those who have gone through breast reconstruction surgery but who still require support during their recovery. This support is provided in a number of different ways; in person at face-to-face Support Groups across the UK, and by a team of registered Keeping Abreast Volunteers who support others over the phone, by email, WhatsApp, Zoom etc. The charity is also very active on social media, with posts and stories placed across it many platforms on an almost daily basis. The charity is active on Facebook, Instagram, Twitter and LinkedIn.

The Support Groups provide a relaxed, friendly, welcoming environment for those facing breast reconstruction surgery to meet others who have already been through this experience so that they can receive peer-to-peer support. Besides being able to have conversations and ask questions in person, the Support Groups run 'Show & Tell' sessions, where those attending can see a number of different real-life breast reconstruction surgery results in a safe, controlled space. The Support Groups are also supplemented on occasion by talks and activities, with invited speakers giving presentations on breast reconstruction-related subjects, and with events such as well-being days.

The Support Groups take place at different days and times and in a host of different venues, from village halls to cancer centres. Their common denominator is that they are led by dedicated Keeping Abreast Volunteers who support the breast reconstruction patients as well as their partners, friends and families and offer 'personal support to every person'.

During the financial year 2023/2024 there were around 60 individual face-to-face Support Groups, with around 900 attendees.

Besides the Support Groups and Volunteers, there is also a great deal of useful peer-to-peer support information on the Keeping Abreast website, www.keepingabreast.org.uk. The website is unique in that it contains a series of real-life breast reconstruction accounts and videos, where Keeping Abreast Volunteers show the results of their breast reconstruction operations to camera and tell their own breast reconstruction stories in their own words. The videos are proving very popular, and they are supplemented by patient stories, helpful hints and tips for going into hospital, as well as FAQs.

The charity also runs also a closed Facebook group, the Keeping Abreast Online Support Group UK, which currently has nearly 570 members and which was established so that people can have conversations about breast reconstruction, swop stories, receive helpful hints and tips, and ask questions about the different

types of surgery and recovery. The online support group is working well, with posts receiving plenty of comments.

In addition, most of the Support Groups run a WhatsApp group for their volunteers and the people they're supporting, so that they can continue to help one another in-between the Support Group dates and let everyone know about upcoming events and activities.

To aid well-being, free Keeping Abreast Mindfulness For All sessions continue to be offered on the first Tuesday of the month via Zoom, and these are led by a long-standing KA Leicester Volunteer who is a Mindfulness coach and who has also been through breast reconstruction herself.

The number of Registered KA Volunteers remains steady and there are currently 192 Volunteers who help out at support groups as well as at fundraisers, activities and events.

We receive positive feedback and testimonials on a regular basis from people who have been supported by the charity and who often become volunteers themselves once they've finished their own breast cancer and reconstruction journeys. Testimonials such as these:-

"I appreciate so much the fact that you exist, and I was told about you. Once I am recovered, I would like to volunteer with you. Claire was fabulous. Thank you for matching me with her. She was so lovely, we talked for an hour, and I feel we could have talked for longer. There was not a single question I couldn't ask her. She even showed me her reconstructed breasts which was really generous of her. Thank you so much!"

"I wanted to thank you for putting me in touch with Zoe. What a lovely and inspiring woman she is. We had a lovely chat, and she helped to ease a lot of my fears. She said I can contact her any time, which is a real comfort. I am so grateful I found out about your charity, it has really helped me feel supported and less alone, so a big thank you!"

"I found your peer-to-peer support so helpful. Sue was fantastic and was able to answer nearly all my questions at a time when I was terrified!"

"It is so good to be able to hear other people's stories. The speakers were excellent. Keeping Abreast is brilliant. Thanks."

"Being able to chat to others about their experiences has been so helpful and given me a little bit more inner strength for the coming months."

"I just want to say that I received such a warm and friendly welcome at the last meeting. Was invaluable in terms of getting information from people that had gone through it."

"It was a lovely session Tuesday evening after my very busy day. I 'lost' myself during the Loving Kindness meditation – not sleeping, but totally relaxed and focused on the different parts of the meditation as Nerissa introduced them."

To spread the word about the support on offer, the charity provides local hospitals and cancer centres with 'Pink Packs' – information packs which are given out to breast reconstruction patients – along with 'KA Comfort and Care Bags' which contain a number of useful items to help them both pre- and post-surgery.

The Pink Packs contain a KA leaflet, notebook and pen, information about the charity's free monthly Mindfulness sessions, and herbal tea and coffee sachets. They also signpost the patients to the charity's website, www.keepingabreast.org.uk, as well as a host of other useful breast reconstruction-related websites.

Meanwhile, the Comfort & Care Bags contain items including a heart-shaped cushion, drain bags, eye mask, fan, slipper socks and a voucher for a new post-surgery bra.

During the financial year 2023/2024 over 1,014 Pink Packs were sent out by KA HQ, along with 107 Comfort & Care Bags, while the individual Support Groups provided those people they supported with Comfort & Care Bags too.

The packs and bags are always well received by individual patients and hospitals alike, as these comments testify:-

"We received lots of packs today – thank you so much – great feedback from patients."

"Thank you very much indeed for the gift pack which was so thoughtfully put together and presented. I used the cushion under the seatbelt on the way back from hospital, the bag for the pressure dressing control, wore the socks in bed on the first night back and found the spray very refreshing."

"I just wanted to thank you for the lovely surprise that arrived this morning. It's thoughtful and the items are useful and beautiful."

"Thank you so much for the care bag – I really appreciate it and know for a fact I will be using everything in there!"

KA HQ delivers Pink Packs and Comfort & Care Bags to local hospitals and cancer centres as well as to individuals who haven't yet got a Support Group in their area. We continue to see an increase in individuals who contact the charity direct, having heard about Keeping Abreast online or via social media, or via other people who have been supported by the charity.

Meanwhile at KA HQ we continue to support our face-to-face Support Groups by providing them with whatever they need, from publicity materials to KA merchandise to training and ideas.

Besides attending the Support Groups themselves, Keeping Abreast Volunteers also help out at Cancer Awareness Days and other related support events. These have included a regular KA attendance at the monthly Coffee, Cake & Natter mornings and 'Tulip' sessions (a breast and gynaecological support group) at the James Paget University Hospital in Gorleston; a Wellbeing Day organised by the Royal United Hospitals Bath NHS Foundation Trust; and a Facing Cancer Together event in Norwich.

The Support Groups also help their local hospitals wherever possible, by providing equipment and/or training where they can. For example, the KA Norwich Support Group recently paid for a new nipple-tattooing machine for the Plastic Surgery Department at the Norfolk & Norwich University Hospital as well as for corresponding training for one of the Breast Reconstruction Nurse Specialists.

The current locations of KA's Support Groups are:

- Norwich
- King's Lynn
- Stalham (Outreach)
- Wymondham (Outreach)
- Gorleston (monthly drop-in sessions)
- Liverpool
- Cheltenham
- Bristol & Bath
- Herts & Beds
- Leicester

- Sheffield (currently inactive, but hoping to re-instate this in due course)

We have also been working with the breast reconstruction team at the Salisbury Hospital by providing them with pink packs and KA Comfort & Care Bags, and we are also building our relationship with the breast reconstruction team at the Morriston Hospital in Swansea.

KA HQ receives calls, emails and social media requests for support several times a week and these requests are dealt with centrally, with the Head Office team finding a suitable volunteer for the breast reconstruction patients who contact them as well as letting them know about their local face-to-face support group, if applicable, and signposting them to information on the charity's website and, in some cases, to other charities that can help. During the financial year 2023/2024 KA HQ handled 163 individual support requests. KA Comfort & Care Bags are often sent out to these individuals from the Head Office too.

"I came out of hospital yesterday and was greeted by the lovely care bag that you so kindly sent to me. My husband had opened the parcel and brought the heart cushion into the hospital for me to use. I just want to say a big thank you for all the wonderful items that you sent - as I write this email, I am wearing the lovely fluffy socks. Thank you to all who are involved in the charity."

7. Volunteers

Volunteers

The number of registered Keeping Abreast Volunteers currently sits at 192, most of whom are previous breast reconstruction patients and the remainder either breast reconstruction nurses/breast care staff or individuals who support the administrative or fundraising elements of the charity.

Volunteers are key to the success of Keeping Abreast and without their hard-work, time and commitment, coupled with their own personal knowledge of breast reconstruction procedures, the charity could not operate. We consider ourselves very fortunate to be supported by a group of highly committed and enthusiastic individuals who undertake a variety of roles which include:

Patient Point of Contact (POC) – able and willing to talk to and offer support to other patients, in person or by phone or via email, WhatsApp, Zoom or other means.

'Show & Tell' Model – willing and comfortable to show the results of their breast reconstruction surgery to others in a controlled, safe environment.

Running a Support Group or Event – part of the team of volunteers that organises, co-ordinates and facilitates the running of a group – whether an actual or virtual occasion.

Supporting Administrative Tasks – helping to ensure the smooth running of the charity by supporting the team with operational and administrative tasks, as required, such as putting together Pink Packs (information packs) and KA Comfort & Care Bags and sending out leaflets and posters etc.

Keeping Abreast Events – supporting the charity at various awareness events or fundraising activities, usually by manning stands or holding collection buckets – at bake sales, concerts, fun-runs, marathons, sky dives, sponsored swims and cycles and festive fairs etc. For example, KA Volunteers manned Keeping Abreast stands in the Jarrold and John Lewis department stores in Norwich in October 2023 as part of Breast Cancer Awareness Month, and also helped man a Charity Christmas Card Shop in the centre of Norwich, which raised money for the charity. They also helped out at a very successful fundraising jazz & cabaret night in the city.

There was also a successful Keeping Abreast Ball which took place in Norfolk in November 2023 and a Quiz Night in February 2024 where volunteers helped out in all sorts of ways, from helping set up and decorating the tables to manning KA raffles and merchandise stalls.

Trustee – part of the team responsible for governing the charity and supporting its direction to achieve its aims and objectives. There are currently six Trustees, each of whom has a particular skill set eg. Event organisation or Marketing.

All of our volunteers are encouraged to attend training courses to help them with their volunteering and to give them more experience. We have recently produced a series of interactive online training modules which we are currently rolling out to KA Volunteers to help them with the support-side of things.

In addition, all Keeping Abreast Volunteers are equipped with a Volunteer Kit which comes in a pink KA-branded tote bag, and which includes a pink KA Volunteer T-shirt, lanyard, and a branded notebook and pen. These items make them feel part of the wider Keeping Abreast volunteer family.

What's more, in order to keep breast reconstruction patients and their friends and families and the charity's volunteers and supporters up to date, a regular online newsletter is produced containing information on the charity and its activities across the country.

8. Campaigning

October is an important month for the charity; it is not only Breast Cancer Awareness Month but it also sees International Breast Reconstruction Awareness (BRA) Day. We had presence in two Norwich based shops to raise awareness in addition to our online campaign.

9. Central Support activities

Fundraising:

Many fundraising activities were held during 203/24. We held our bi-annual Ball which was in memory of 'Danni' a lady supported by Keeping Abreast. This was followed but our annual 'Give back' free to attend Carol Service, our annual winter quiz and Booby Cupcake Month.

Fundraising campaigns:

Other fundraising:
Christmas cards were designed and purchased for sale in the Original Christmas Card Shop.

Grant funding:
We were awarded grant funding from various grant givers to enable us to continue to provide the charity services. We thank all those who kindly supported Keeping Abreast during this financial year for specific projects and core costs.

Charity of Year:
We continue to work with corporate supporters who provide a valuable income stream.

10. Fundraising outputs

Fundraising has been able to support the charity's running costs, support costs and development throughout this year. We have had great support from the local community who have done various fundraisers to support us.

11. Structure, Governance and Management

Constituition

The charity is registered as a charitible company limited by guarantee (registered number: 06891388) and is a registered charity (registered number: 1129522).

The charity is constituted under a Memorandum of Association dated 29 April 2009 as amended by special resolutions dated 18 May 2010 and 9 May 2012.

Method of Appointment or Election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Policies Adopted for The Induction and Training of Trustees

New Trustees undergo a Trustee induction to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and to inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. Typically, they will meet with other Trustees and a KA employee to gain a better insight into the role.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

12. Organisational Structure and Decision-Making

Policy decisions are made by the Trustees in Trustee Meetings or by email in accordance with the Governing document.

Insurance Cover

Public and Product Liability cover £5,000,000.

Professional Liability £1,000,000.

13. Financial Review

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate reserves and cash surplus to continue in operational existence for the short to mid-term.

The main risk is economic volatilty. The report process in place allows this sitaution to be monitored by the Trustees.

Financial and Risk Management Objectives and Policies

The Trustees met virtually on five occasions and once face-to-face during the year ending 31st March 2024 to discuss and review charity business. The Trustees constantly monitor cash balances and future income streams against obligations and fixed costs. Office rent is paid monthly with no automatic renew clause to give us flexibility.

There are no other fixed costs or on-going commitments other than minor administrative expenses.

Smith and Pinching continue to administer our Pension Scheme for our small team and the administrative side is delivered by our Payroll Provider, CBR Business Solutions in Norwich. We perform regular reviews in relation to the hourly rate paid to all our staff members.

In this time of unknown we have reviewed which event types were more successful both financially and, most importantly, how they have supported our members and Keeping Abreast community.

Principal Risks and Uncertainties

These still centre on a reduction in fundraising and/or a loss of volunteers to run the support groups. Reporting procedures enable the staff and Trustees to constantly monitor this, and fundraising plans and strategies are being reviewed regularly, to ensure they are generating the desired outcomes.

Reserves Policy

The Trustees review the balance of their reserves annually as a minimum, and it is their current policy that they will retain at least £89,097 as a minimum balance. This provides sufficient funds to employ three part-time staff and pay other fixed overheads for a full year without any other income being forthcoming. This year again sees a positive in reserves with free reserves of £83,246 as of March 2024 (2023: £87,239). The level of reserves will be monitored closely moving forward. The review of internal financial rules will allow increased visibility of the cash flow.

Principal Funding

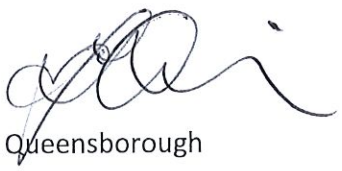
The principal sources of funding is internal fundraising, grants and public donations and internal funding, mainly from individual fundraising efforts.

14. Future Developments

- We intend to strengthen existing support groups and create new ones where possible, considering alternative approaches where necessary.
- We seek to identify additional projects that fulfil our objectives and contribute to the well-being of patientsin a safe environment.
- The Trustees will continue to meet regularly, at least six times a year, with the option for virtual meetings to accommodate a broader demographic of Trustees. We maintain our monitoring and, where appropriate, modification of our Strategic Plan to ensure alignment with our objectives.
- We will continue to operate using a hybrid approach, blending the charity's traditional methods with the successful virtual strategies that emerged in response to Covid-19 and the cost of living crisis.

In Conclusion:

- The charity has successfully risen to continuing challenges in terms of development and fundraising.
- We have been able to introduce new initiatives and ways of working thanks to grant funding.
- It is our intention to continue to develop new ways of working to enable us to further support those in need of help when undergoing breast reconstruction.
- Thanks again to the Founders, our army of enthusiastic volunteers, and to my fellow Trustees and our fabulous team of committed staff.



Emma Queensborough

Acting Chair of Trustees - Keeping Abreast

Date: 21 November 2024

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2024

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:

.....
Emma Queensborough

Date: 21 November 2024

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2024

Independent Examiner's Report to the Trustees of Keeping Abreast ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2024.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: Dated: 22 November 2024

Frank Shippam BSc FCA DChA

MA Partners Audit LLP
7 The Close
Norwich
NR1 4DJ

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Income from:					
Donations and legacies	3	**3,961**	**23,543**	**27,504**	*47,011*
Other trading activities	4	**75,996**	**-**	**75,996**	*96,097*
Total income		**79,957**	**23,543**	**103,500**	*143,108*
Expenditure on:					
Raising funds	5	**26,829**	**-**	**26,829**	*42,086*
Charitable activities	6	**56,973**	**32,209**	**89,182**	*94,886*
Total expenditure		**83,802**	**32,209**	**116,011**	*136,972*
Net movement in funds		**(3,845)**	**(8,666)**	**(12,511)**	*6,136*
Reconciliation of funds:					
Total funds brought forward		**115,969**	**21,467**	**137,436**	*131,300*
Net movement in funds		**(3,845)**	**(8,666)**	**(12,511)**	*6,136*
Total funds carried forward	13	**112,124**	**12,801**	**124,925**	*137,436*

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 18 to 29 form part of these financial statements.

KEEPING ABREAST

(A Company Limited by Guarantee)
REGISTERED NUMBER: 06891388

BALANCE SHEET
AS AT 31 MARCH 2024

	Note		2024 £		2023 £
Current assets					
Stocks	10	**444**		*407*	
Debtors	11	**4,956**		*7,317*	
Cash at bank and in hand		**123,858**		*132,096*	
		129,258		*139,820*	
Creditors: amounts falling due within one year	12	**(4,333)**		*(2,384)*	
Net current assets			**124,925**		*137,436*
Total net assets			**124,925**		*137,436*
Charity funds					
Restricted funds	13		**12,801**		*21,467*
Unrestricted funds	13		**112,124**		*115,969*
Total funds			**124,925**		*137,436*

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....
Emma Queensborough

Date: 21 November 2024

The notes on pages 18 to 29 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1. General information

Keeping Abreast is a private company limited by guarantee and incorporated in England and Wales. The Charity's registered office is 7 The Close, Norwich, Norfolk, NR1 4DJ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Keeping Abreast meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Stocks

Stocks are valued at the lower of cost and net realisable value.

2.5 Debtors

Other debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid.

2. Accounting policies (continued)

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.7 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.8 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.9 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Donations	2,961	-	**2,961**	*2,354*
Grants	1,000	23,543	**24,543**	*44,657*
Total 2024	3,961	23,543	**27,504**	*47,011*
Total 2023	*4,854*	*42,157*	*47,011*	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Fashion show	-	-	*37,407*
Ball	19,206	**19,206**	-
Merchandise	-	-	*44*
Other fundraising income	56,790	**56,790**	*58,646*
Total 2024	75,996	**75,996**	*96,097*
Total 2023	*96,097*	*96,097*	

5. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2024 £	Total funds 2024 £	*Total funds 2023 £*
Merchandise - opening stock	407	**407**	*1,151*
Merchandise purchases	43	**43**	*389*
Other	26,823	**26,823**	*40,953*
Merchandise - closing stock	(444)	**(444)**	*(407)*
Total 2024	26,829	**26,829**	*42,086*
Total 2023	*42,086*	*42,086*	

6. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	*Total funds 2023 £*
Charitable activities	72,919	16,263	**89,182**	*94,886*
Total 2023	*77,666*	*17,220*	*94,886*	

6. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2024 £	*Total funds 2023 £*
Staff costs	**47,462**	*43,872*
Patient support	**25,457**	*33,794*
	72,919	*77,666*

Analysis of support costs

	Total funds 2024 £	*Total funds 2023 £*
Rent	**8,280**	*8,280*
Professional fees	**3,853**	*3,728*
Telephone, broadband and office	**2,270**	*2,790*
Insurance	**1,478**	*1,435*
Group and staff expenses	**382**	*987*
	16,263	*17,220*

7. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £2,340 (*2023 - £2,250*).

8. Staff costs

	2024 £	*2023 £*
Wages and salaries	**45,589**	*42,249*
Contribution to defined contribution pension schemes	**1,873**	*1,623*
	47,462	*43,872*

8. Staff costs (continued)

The average number of persons employed by the Charity during the year was as follows:

	2024 No.	2023 No.
Fundraising and development	2	2
Administration and development	1	1
	3	3

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2023 - £NIL)*.

During the year ended 31 March 2024, no Trustee expenses have been incurred *(2023 - £NIL)*.

10. Stocks

	2024 £	2023 £
Finished goods and goods for resale	444	407

11. Debtors

	2024 £	2023 £
Due within one year		
Other debtors	4,505	7,146
Tax recoverable	451	171
	4,956	7,317

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

12. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Other creditors	-	134
Accruals and deferred income	4,333	2,250
	4,333	2,384

13. Statement of funds

Statement of funds - current year

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
Unrestricted funds				
Designated funds				
Local group funds	25,730	13,198	(10,050)	28,878
Pink Ribbon Foundation	3,000	-	(3,000)	-
	28,730	13,198	(13,050)	28,878
General funds				
General funds	87,239	66,759	(70,752)	83,246
Total Unrestricted funds	115,969	79,957	(83,802)	112,124
Restricted funds				
Pink Ribbon Foundation	-	5,000	(5,000)	-
Art exhibition	643	-	(643)	-
Other restricted funds	-	1,988	(1,988)	-
Art for Cure	8,282	16,555	(12,036)	12,801
Postcode Places	12,542	-	(12,542)	-
	21,467	23,543	(32,209)	12,801
Total of funds	137,436	103,500	(116,011)	124,925

13. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Local group funds	32,174	8,747	(17,375)	2,184	25,730
Pink Ribbon Foundation	-	3,000	-	-	3,000
	32,174	11,747	(17,375)	2,184	28,730
General funds					
General funds	94,672	89,204	(94,204)	(2,433)	87,239
Total Unrestricted funds	126,846	100,951	(111,579)	(249)	115,969
Restricted funds					
Pink Ribbon Foundation	-	5,800	(5,932)	132	-
Macmillan Cancer Support	740	-	(800)	60	-
Art exhibition	3,608	-	(2,965)	-	643
Co-op	49	-	(49)	-	-
Yorkshire Building Society	57	-	(61)	4	-
Art for Cure	-	11,355	(3,073)	-	8,282
Postcode Places	-	21,502	(8,960)	-	12,542
RWHA Charity fund	-	3,000	(3,053)	53	-
John Lewis	-	500	(500)	-	-
	4,454	42,157	(25,393)	249	21,467
Total of funds	131,300	143,108	(136,972)	-	137,436

13. Statement of funds (continued)

Designated funds

The funds that relate to local groups are designated to be spent within the respective local group region.

The Pink Ribbon Foundation awarded the Charity £3,000 that is to be used toward increased salary costs in 2023/24.

Restricted funds

In the year ended 31 March 2018, the Charity received a grant of £740 from **Macmillan Cancer Support** toward our "Women's Wellbeing and Support Weekend".

In the year ended 31 March 2020, the Charity received funds from an **Art Exhibition** toward support related costs.

In the year ended 31 March 2021, the Charity received:
- a grant from **Norfolk Community Foundation** towards support related and employee costs during the Covid pandemic;
- a grant of £2,500 from South Norfolk Council towards office rent costs during the Covid pandemic. This grant was fully utilised in the year;
- a grant from The National Lottery Community Fund in partnership with the Department for Digital, Culture, Media and Sport in support of the charity's **"Now More Than Ever"** project. In response to the challenges of the Covid-19 pandemic, this project aim to introduce new ways to offer support into local communities across the UK to enable the charity to reach more vulnerable women in isolated situations;
- funding from the **Co-op** for support related costs;
- funding from The **Pink Ribbon Foundation** for support, volunteer and employee costs.

In the year ended 31 March 2022, the Charity received funding from the **Yorkshire Building Society** for comfort bags.

In the year ended 31 March 2023, the Charity received:
- a grant from **Art for Cure** to provide a new bespoke volunteer training offering to ensure that our volunteers feel valued and supported.
- a grant from **Postcode Places** to provide assistance with core costs to cover the office rent and a proportion of employees' salaries.
- a grant from the **RWHA Charity fund** to respond to the increasing demand for comfort and care bags and pink packs to increase our support offering reach.
- a grant from the **John Lewis** health fund for support costs.
- the **Pink Ribbon Foundation** provided us with funds to respond to the increasing demand for comfort and care bags and pink packs to increase our support offering reach. In addition, their funding has been used to fund mindfulness sessions for all our volunteers and people we support.

In the year ended 31 March 2024, the grants from Art For Cure have helped us to continue to offer personalised support for every individual faced with breast reconstruction due to breast cancer by enhancing various support materials and resources, including our online videos that showcase real-life surgery outcomes.
The Pink Ribbon Foundation has generously provided us with essential funds that enable us to meet the growing demand for comfort and care bags, as well as pink packs, expanding the reach of our support services.

14. Summary of funds

Summary of funds - current year

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
Designated funds	**28,730**	**13,198**	**(13,050)**	**28,878**
General funds	**87,239**	**66,759**	**(70,752)**	**83,246**
Restricted funds	**21,467**	**23,543**	**(32,209)**	**12,801**
	137,436	**103,500**	**(116,011)**	**124,925**

Summary of funds - prior year

	Balance at 1 April 2022 £	*Income £*	*Expenditure £*	*Transfers in/out £*	*Balance at 31 March 2023 £*
Designated funds	*32,174*	*11,747*	*(17,375)*	*2,184*	*28,730*
General funds	*94,672*	*89,204*	*(94,204)*	*(2,433)*	*87,239*
Restricted funds	*4,454*	*42,157*	*(25,393)*	*249*	*21,467*
	131,300	*143,108*	*(136,972)*	-	*137,436*

15. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Current assets	116,457	12,801	**129,258**
Creditors due within one year	(4,333)	-	**(4,333)**
Total	112,124	12,801	**124,925**

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	Unrestricted funds 2023 £	*Restricted funds 2023* £	*Total funds 2023* £
Current assets	*118,353*	*21,467*	*139,820*
Creditors due within one year	*(2,384)*	-	*(2,384)*
Total	*115,969*	*21,467*	*137,436*

16. Pension commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to **£1,873** (*2023 - £1,623*). Contributions totalling **£Nil** (*2023 - £134*) were payable to the fund at the balance sheet date and are included in creditors.

17. Related party transactions

There were no related party transactions during the year.

KEEPING ABREAST

England & Wales - Charity number 1129522

Accounts

Annual Report Y/E 2023

Keeping Abreast
Breast Cancer Reconstruction Support

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1. Reference and administrative details of the charity, its Trustees and Advisers

Trustees

Miss C Scott - Chair Person (Resigned 18th April 2023)

Mr J Butler

Mrs C Carter

Mrs R McArthur

Mrs E Queensborough

Miss V Williams-Vazquez - Treasurer

Emily Egle (joined 16th November 2022)

Company Registered Number

06891388 – Keeping Abreast is a registered charitable company limited by guarantee and was set up by a Trust deed

Charity Registered Number

1129522

Registered Office

7 The Close, Norwich, Norfolk, NR1 4DJ

Accountants

MA Partners LLP, 7 The Close, Norwich, Norfolk, NR1 4DJ

Bankers

The Co-operative Bank, 69 London Street, Norwich, Norfolk, NR2 1HT

Solicitors

Hansells Solicitors and Financial Advisers, 13 The Close, Norwich, Norfolk, NR1 4DS

Other Information

We have a team of three part-time staff operating from a licenced office in Norwich and we are members of the NCVO (National Council of Voluntary Organisations).

2. Chair's Statement (For the year ending 31 March 2023)

In the year to 31st March 2023 I have been fortunate to continue in my role of Chair of the Board of Trustees, this will be my last report in this role as I have after much consideration decided to stand down from the role. I do however have pleasure in writing this opening statement for the annual report.

Over the last 12 months we have strengthened our commitment to support people who are considering or going through breast reconstruction surgery as well as offering support and non-medical advice to their families and friends.

Our key achievements this last year include,

- A new portable ultrasound machine funded by the Norwich Support Group has been donated to the NNUH.
- Flagship event – 'More than Just Fashion' shows.
- Secured grant funding through multiple applications.
- Delivered face to face support in numerous locations as well as zoom wellbeing sessions and wellbeing events at The Green Room Therapy in Norfolk.
- A new digital camera funded by Liverpool Support Group so patients who have had a consultation with an oncoplastic breast surgeon has access to clinical photography within the outpatient clinics.

Via our Support and Volunteer Officer we delivered a structured support package to our groups and volunteers whom without Keeping Abreast would not deliver the fantastic service it does. We are developing new groups in new areas of the UK and this will continue to be progressed throughout the new year.

Our Fundraising Officer; Jenny Bond secured new fundraising activities and developed dynamic objectives to drive fundraising forward over the next year.

In 2022 we held our ever successful 'More than Just Fashion' show over two days. This was hosted at a new venue, with new suppliers and supporters in addition to the continuous support from Production Bureau in Norwich. The first Show since pre-pandemic and this required a lot of dedication and hard work from all of the team and those involved to deliver a spectacular event. As a result we have secured new supporters of the Charity as well as increase interest in volunteering, fundraising for us and a new Trustee joining Keeping Abreast.

We continue to focus on our core aim of being able to provide support to those facing decisions regarding breast reconstruction following a diagnosis of breast cancer or the presence of a hereditary breast cancer gene mutation. This mission in supporting and helping individuals with their treatment options lies at the heart of all we do and is the touchstone by which we can measure our success. I hope again as with our last year's report this provides ample evidence of that success.

Keeping Abreast should continue to feel proud of the support it is offering and our plans to continue to develop our fundraising targets, support structures and group offerings as well as strengthening our strategic direction for the future. For another year I feel a key strength continue to lie with our excellent and dedicated staff, volunteers and all those involved in the charity's functions. I am also very grateful to my colleagues on the Board of Trustees for their experience and judgement and volunteering for the roles and responsibilities of being a Trustee throughout the last year.

Name Caroline Scott
Chair of Trustees

Date: 05.09.23

3. Our Objectives

Our Objectives

Since our conception we have always had four main objectives:

- To provide information, support, practical help and advice for those considering breast reconstruction, including the opportunity to share the experiences of others.
- To enrich the quality of care for those recovering from breast reconstruction.
- To raise awareness of Keeping Abreast within the UK.
- To encourage and support the establishment of other KA groups nationwide.

4. Strategies for achieving objectives

We have continued to assess our strategies for achieving our objectives and have:

5. Review of Activities

Our specific objectives from last year were to ensure that the charity had stability, longevity and was working productively and as cost-effectively as possible. This included;

- Reviewing the volunteer process
- Reviewing the Trustee mix to ensure that the Trustees have a good mix of skills and experience.
- Reviewing our fundraising income streams considering external factors.
- Adapting our work patterns to maximise service level.

6. Groups & Support

How Keeping Abreast's activities deliver public benefits:

The charity's main activities and the people it supports are described below:-

Keeping Abreast helps those who are considering, facing or going through breast reconstruction following a breast cancer diagnosis or the discovery of a hereditary breast cancer gene. This is provided by peer-to-peer support at face-to-face Support Groups and by individuals in a host of different ways. There are a number of face-to-face Support Groups around the country, along with a national network of registered Keeping Abreast Volunteers who help others by telling them about their own breast reconstruction experiences.

The face-to-face Support Groups provide a forum for conversations, speakers, activities and 'Show & Tell' sessions, where those attending can see real-life breast reconstruction surgery results in a safe, controlled environment. The Support Groups are also supplemented on occasion by Zoom Speaker Sessions which are talks on Zoom on breast reconstruction-related subjects.

In addition to the actual Support Groups, Keeping Abreast Volunteers also help those in their area by telephone, email, WhatsApp, Zoom and other means. During the recent Covid pandemic, the face-to-face Support Groups were suspended, but these have been back in action again now for many months and are now going from strength-to-strength. Some face-to-face Support Groups have now moved out of their local hospitals, however, and into new venues such as village halls.

Besides the Support Groups and Volunteers, there is also a wealth of useful peer-to-peer support information on the Keeping Abreast website, www.keepingabreast.org.uk, which contains real-life breast reconstruction accounts and videos, Patient Stories, FAQs, helpful hints and tips for going into hospital, details of upcoming activities and so on. A great deal of this content has been provided by KA Volunteers.

There is also a closed Facebook community, the Keeping Abreast Online Support Group UK, which currently has over 400 members and which was established so that people can have conversations about breast reconstruction, swop stories, receive helpful hints and tips, and ask questions about the different types of surgery and recovery.

KA Volunteers across the country continue to help others with their breast reconstruction concerns and in the financial year of 2022/2023 there were 847 attendees who participated in support activities. In addition to the remote and face-to-face Support Group meetings and one-to-one support from Volunteers, free 'Mindfulness For All' sessions have been offered throughout the year on the first Tuesday of the month via Zoom, and these are led by a long-standing KA Volunteer who has been through breast reconstruction herself.

The number of Registered KA Volunteers continues to grow and there are now over 180 Volunteers who have also been helping out at awareness events and fundraisers as well as on support calls.

As previously mentioned, the KA website, with its real-life reconstruction videos, Patient Stories, audio clips and FAQs, continues to prove very popular, with numerous positive testimonials from breast reconstruction patients as a result. Consequently, we plan to continue to add to these resources, funds-permitting, in the coming financial year.

"I have had some lovely feedback from patients that have attended the KA meetings and stating how helpful and reassuring they found it."

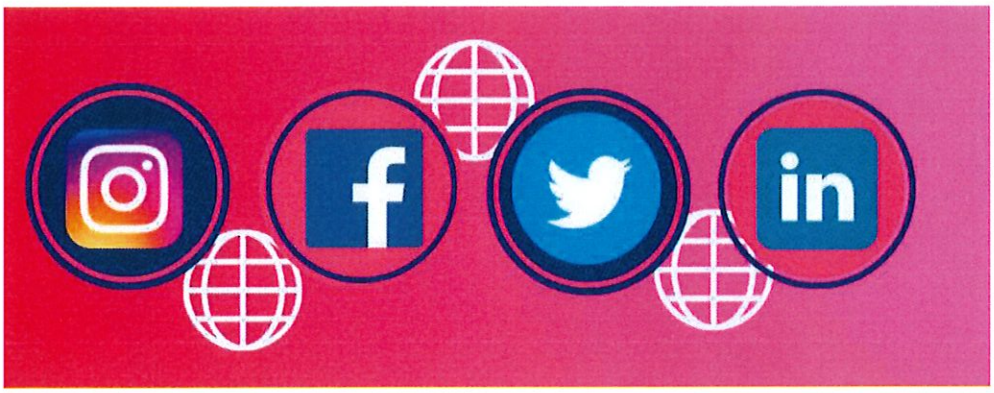
"Also, thank you for the link to the closed Facebook community group, which I've joined and looks exactly what I wanted."

"I watched the supporting videos on your charity's site and think they are brilliant – so much info."

"I especially wanted to thank the ladies who did Show & Tell. Hearing their stories and seeing their reconstructed breasts helped me feel confident with my decision to have a DIEP and their stories made me feel hopeful of a bright future when I was feeling desolate."

"This is the best support network that I have ever met!"

Plus, testimonials and information about real-life reconstruction surgery are posted on Keeping Abreast's many social media platforms on a regular basis. The charity is active on Facebook, Instagram, Twitter and LinkedIn, and contributes a number of posts and stories each week.



The aim of the charity's Support Groups – including the KA Online Support Group - is to offer information and support to anyone wanting to know more about breast reconstruction and the various types of surgery in line with the charity's objectives, as follows:-

"Providing information, support and practical help and advice for those considering breast reconstruction."

In addition, the charity provides local hospitals and cancer centres with information on the charity's services via 'Pink Packs' – information packs which are given out to breast reconstruction patients - together with 'KA Comfort and Care Bags' which contain useful items for those facing breast reconstruction surgery such as a heart-shaped cushion, drain bags, eye mask, slipper socks and a voucher for a new bra.

The Pink Packs contain a Keeping Abreast leaflet, KA-branded notebook and pen, information on the free monthly Mindfulness sessions, herbal tea and coffee sachets and information about the charity's website, www.keepingabreast.org.uk.

During the financial year 2022/2023 KA HQ delivered 590 Pink Packs along with 126 Comfort & Care Bags to local hospitals and cancer centres as well as to individuals who haven't yet got a Support Group in their area such as Ipswich Hospital in Suffolk. We are seeing an increase in individuals contacting the charity direct, having heard about Keeping Abreast online or via social media, or via other people who the charity has supported.

Meanwhile KA HQ continues to help the face-to-face Support Groups with whatever they need, from posters, pull-up banners, business cards and leaflets to KA merchandise such as notebooks, pens, badges and keyrings as well as charity Christmas cards.

Visits to the Support Groups around the country have also started up again, with in-person visits to the Norwich Support Group and Herts & Beds Group, and conversations via Zoom with other areas where there may be the potential for a Support Group in the future, such as with the Pinderfields Hospital in Wakefield, Yorkshire, and the Morriston Hospital in Swansea. In addition, we have established a good relationship with the James Paget Hospital in Gorleston, Norfolk, where a long-standing KA Volunteer now mans a KA stand each month at the Cancer Support Coffee Cake & Natter mornings.

Meanwhile, the KA Leicester Support Group held a celebration to mark celebrated their 7th Anniversary in March, and Volunteers from the KA Cheltenham Support Group recently hosted a KA stand at the 2nd Southwest Oncoplastics Nurses Symposium at the Southmead Hospital in Bristol. A new Breast Care Nurse Specialist has also recently taken up her post at the Royal Hallamshire Hospital in Sheffield and so we have been in regular contact with her, as she is keen to resurrect the KA Sheffield Support Group again in the future. Naturally, we have offered to help with the face-to-face KA Sheffield Support Group and hope to make a face-to-face visit to Sheffield during the coming year.

This year the Plastics Outpatients Department at the Norfolk & Norwich Hospital received a portable ultrasound scanner which was funded by the KA Norwich Support Group, while the KA Leicester Support Group funded some specialist hair-removal surgery for a breast cancer patient in their area. Meanwhile, the KA Liverpool Support Group was involved in making tapestry squares with an artist called Lois Blackburn to explore people's relationships with their breasts, and the finished tapestry will go on public display in due course. They also purchased a digital camera for medical images so patients who have had a consultation with an oncoplastic breast surgeon has access to clinical photography within the outpatient clinics.

The current locations of KA's Support Groups are:-

- Norwich
- King's Lynn
- Stalham (Outreach)
- Wymondham (Outreach)
- Liverpool
- Cheltenham
- Herts & Beds
- Leicester
- Sheffield (currently inactive, but planning to re-instate this soon)
- Bristol (not currently active, as the volunteers who ran the group retired, and so we are currently looking at alternatives. In the meantime, Bristol patients continue to be supported by KA Cheltenham).

We have also been working with the breast reconstruction teams at the Salisbury Hospital by providing them with pink packs and KA Comfort & Care Bags.

7. Volunteers

Volunteers

The number of registered Keeping Abreast Volunteers currently stands at over 180, most of whom are previous breast reconstruction patients and the remainder either breast reconstruction nurses/breast care staff or individuals who support the administrative or fundraising elements of the charity.

Volunteers are key to the success of Keeping Abreast and, put simply, without their hard-work, time and commitment, coupled with their knowledge of breast reconstruction procedures, the charity simply could not operate. We consider ourselves very fortunate to be supported by a group of highly committed and enthusiastic individuals who undertake a variety of roles which include:

Patient Point of Contact (POC) – able and willing to talk to and offer support to other patients, in person via email, WhatsApp, telephone, Zoom or other means.

'Show & Tell' Model – willing and comfortable to show the results of their breast reconstruction surgery to others in a controlled, safe environment.

Running a Support Group or Event – part of the team of volunteers that organises, co-ordinates and facilitates the running of a group – whether an actual or virtual occasion.

Supporting Administrative Tasks – helping to ensure the smooth running of the charity by supporting the team with operational and administrative tasks, as required, such as putting together Pink Packs and KA Comfort & Care Bags and sending out leaflets and posters etc.

Keeping Abreast Events – supporting the charity at various awareness events or fundraising activities, usually by manning stands or holding collection buckets – at bake sales, concerts, marathons, car boot sales, sponsored swims and festive fairs, for example. For example, KA Volunteers manned Keeping Abreast stands in the Jarrold and John Lewis stores in Norwich in October 2022 as part of Breast Cancer Awareness Month, and also helped man a Charity Christmas Card Shop in the centre of Norwich, which raised money for the charity.

There was also a very successful Fashion Show – the Keeping Abreast 'More Than Just Fashion' Show which took place at the Norfolk Showground in October 2022, and which had an audience of over 800 people over two nights. Volunteers helped out at this event in all kinds of ways, from putting out chairs and programmes to checking people in and showing them to their seats, and by manning KA stalls.

Trustee – part of the team responsible for governing the charity and supporting its direction to achieve its aims and objectives. There are currently seven Trustees.

We encourage all our volunteers to attend training courses to ensure they are competent in the roles in which they are volunteering and to give them more experience. This year we have been working on a series of new interactive online training modules which will be rolled out to KA Volunteers this summer and which have been funded by a grant from another local charity.

Funding from this grant has also enabled us to re-visit the KA Volunteer offering and to update the KA Volunteers' Handbook and provide new KA T-shirts, lanyards, notebooks, pens and tote bags. These help with brand awareness at the charity's face-to-face Support Groups and also help make the Volunteers feel included and part of a team.

In addition, in order to keep breast reconstruction patients and their friends and families and the charity's Volunteers and supporters up-to-date a quarterly online newsletter is produced containing information on the KA Support Groups and activities across the country.

8. Campaigning

October is an important month for the charity; it is not only Breast Cancer Awareness Month but it also sees International BRA Day, which highlights Breast Reconstruction Awareness. This year we had a stand in Jarrold throughout a weekend in the middle of the month raising awareness and funds for Keeping Abreast. This year also bought back in The Little Greene a paint company for the second year who gave a percentage of their sales in October to Keeping Abreast.

9. Fundraising Activities/Income Generation

Fundraising:

This year we held our first ever Booby Cupcake Afternoon Tea event in May. We also bought back the bi-annual 'More Than Just Fashion' Shows in October and we held our annual Carol service in December 2022.

Fundraising campaigns:

We purchased a few places in the TCS Virtual marathon and also promoted out our £15,000 fundraiser for the year. Alongside Booby Cupcake month in May.

Other fundraising:
Christmas cards were designed and purchased for sale in the Original Christmas Card Shop, this was run successfully at the St Peter Mancroft church additional designs are now being looked at for future years.

Grant funding:

We were awarded grant funding from various grant givers to enable us to continue to provide the charity services. We thank all those who kindly supported Keeping Abreast during this financial year for specific projects and core costs.

Charity of Year:
We continue to work with corporate supporters who provide a valuable income stream.

10. Fundraising Outputs

Fundraising has been able to support the charity's running costs, support costs and development throughout this year. We have also supported our service-users online through Zoom Speaker Sessions, patient stories and social events. We have updated our printed materials to keep up to date in these changing times, and sent out many 'Pink Packs' to hospitals around the country, some we have relationships with already and some new. Our funds have been spent on a number of Keeping Abreast Comfort & Care Bags which were given out to those who have been through surgery during Covid, which added another layer of complexity to an already stressful time.

11. Structure, Governance and Management

Constituition

The charity is registered as a charitible company limited by guarantee (registered number: 06891388) and is a registered charity (registered number: 1129522).

The charity is constituted under a Memorandum of Association dated 29 April 2009 as amended by special resolutions dated 18 May 2010 and 9 May 2012.

Method of Appointment or Election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Policies Adopted for The Induction and Training of Trustees

New Trustees undergo a Trustee induction to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and to inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. Typically, they will meet with other Trustees and a KA employee to gain a better insight into the role.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

12. Organisational Structure and Decision-Making

Policy decisions are made by the Trustees in Trustee Meetings or by email in accordance with the Governing document.

Insurance Cover

Public and Product Liability cover £5,000,000.

Professional Liability £1,000,000.

13. Financial Review

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate reserves and cash surplus to continue in operational existence for the short to mid-term. The Covid recovery period is still a challenging one for Keeping Abreast alongside other external factors such as cost of living. The report process in place allows this sitaution to be monitored by the Trustees.

Financial and Risk Management Objectives and Policies

The Trustees met virtually on five occasions and once face-to-face during the year ending 31st March 2023 to discuss and review charity business. The Trustees constantly monitor cash balances and future income streams against obligations and fixed costs. Office rent is paid monthly with no automatic renew clause to give us flexibility.

There are no other fixed costs or on-going commitments other than minor administrative expenses.

Smith and Pinching continue to administer our Pension Scheme for our small team and the administrative side is delivered by our Payroll Provider, CBR Business Solutions in Norwich. We perform regular reviews in relation to the hourly rate paid to all our staff members.

In this time of unknown we have reviewed which event types were more successful both financially and, most importantly, how they have supported our members and Keeping Abreast community.

Principal Risks and Uncertainties

These centre on a reduction in fundraising and/or a loss of volunteers to run the support groups, specifically due to the Covid-19 pandemic and external factors such as the cost of living crisis. Reporting procedures enable the staff and Trustees to constantly monitor this, and fundraising plans and strategies are being reviewed regularly, to ensure they are generating the desired outcomes.

Reserves Policy

The Trustees review the balance of their reserves annually as a minimum, and it is their current policy that they will retain at least £79,500 as a minimum balance. This provides sufficient funds to employ three part-time staff and pay other fixed overheads for a full year without any other income being forthcoming. This year again sees a positive in reserves with free reserves of £87,239 as of March 2023 (2022: £94,672). The level of reserves will be monitored closely moving forward, specifically due to the impact of the Covid-19 pandemic and the cost of living crisis. The review of internal financial rules will allow increased visibility of the cash flow.

Principal Funding

The principal sources of funding is internal fundraising, grants and public donations and internal funding, mainly from individual fundraising efforts.

14. Future Developments

- The Trustees intend to strengthen existing support groups and create new ones where possible, with the potential for virtual groups.
- We hope to identify additional projects that fulfil our objectives and contribute to the well-being of patients in a safe environment.
- The Trustees meet six times a year minimum for regular Trustee Meetings with these meetings to continue to be offered virtually in the future to allow for a wider demographic of Trustees. We have implemented a Strategic Plan which is constantly monitored and updated in line with our objectives.
- To work to integrate the traditional approaches of the charity with the successful virtual approaches that arose as a result of Covid-19 and the cost of living crisis.

In Conclusion

- This has been another challenging year for the charity in terms of development and fundraising.
- We have been able to introduce new initiatives and ways of working thanks to grant funding.
- It is our intention to continue to develop new ways of working to enable us to further support those in need of help when undergoing breast reconstruction.
- Thanks again to the Founders, our army of enthusiastic volunteers, and to my fellow Trustees and our fabulous team of committed staff.

Emma Queensborough

Acting Chair of Trustees - Keeping Abreast

Date: 23/8/2023

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2023

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:

.....
Emma Queensborough

Date: 23/8/2023

KEEPING ABREAST
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2023

Independent Examiner's Report to the Trustees of Keeping Abreast ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2023.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: Dated: 03 October 2023

Frank Shippam BSc FCA DChA

MA Partners Audit LLP
7 The Close
Norwich
NR1 4DJ

KEEPING ABREAST
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Income from:					
Donations and legacies	3	**4,854**	**42,157**	**47,011**	*16,503*
Other trading activities	4	**96,097**	**-**	**96,097**	*47,352*
Total income		**100,951**	**42,157**	**143,108**	*63,855*
Expenditure on:					
Raising funds	5	**42,086**	**-**	**42,086**	*4,544*
Charitable activities		**69,493**	**25,393**	**94,886**	*67,605*
Total expenditure		**111,579**	**25,393**	**136,972**	*72,149*
Net (expenditure)/income		**(10,628)**	**16,764**	**6,136**	*(8,294)*
Transfers between funds	13	**(249)**	**249**	**-**	*-*
Net movement in funds		**(10,877)**	**17,013**	**6,136**	*(8,294)*
Reconciliation of funds:					
Total funds brought forward		**126,846**	**4,454**	**131,300**	*139,594*
Net movement in funds		**(10,877)**	**17,013**	**6,136**	*(8,294)*
Total funds carried forward		**115,969**	**21,467**	**137,436**	*131,300*

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 18 to 29 form part of these financial statements.

KEEPING ABREAST

(A Company Limited by Guarantee)
REGISTERED NUMBER: 06891388

BALANCE SHEET
AS AT 31 MARCH 2023

	Note		2023 £		*2022 £*
Current assets					
Stocks	10	**407**		*1,151*	
Debtors	11	**7,317**		*4,837*	
Cash at bank and in hand		**132,096**		*128,192*	
		139,820		*134,180*	
Creditors: amounts falling due within one year	12	**(2,384)**		*(2,880)*	
Net current assets			**137,436**		*131,300*
Total net assets			**137,436**		*131,300*
Charity funds					
Restricted funds	13		**21,467**		*4,454*
Unrestricted funds	13		**115,969**		*126,846*
Total funds			**137,436**		*131,300*

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....
Emma Queensborough

Date: 23/8/2023

The notes on pages 18 to 29 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1. General information

Keeping Abreast is a private company limited by guarantee and incorporated in England and Wales. The Charity's registered office is 7 The Close, Norwich, Norfolk, NR1 4DJ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Keeping Abreast meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Covid-19 pandemic has challenged the fundraising activities of the Charity however, grants have helped fill the gap ensuring the Charity's reserves have been maintained during the past 12 months. The Charity therefore continues to have a healthy level of reserves and tight financial controls are in place to ensure the financial position is regularly monitored by the Development Manager and, ultimately, the Trustees. As a result, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future, being a period of at least 12 months from the approval date of these financial statements, and have therefore concluded it appropriate to prepare them on the going concern basis.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.5 Stocks

Stocks are valued at the lower of cost and net realisable value.

2.6 Debtors

Other debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.9 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.10 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2. Accounting policies (continued)

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Donations	1,854	500	**2,354**	*12,569*
Grants	3,000	41,657	**44,657**	*3,934*
Total 2023	4,854	42,157	**47,011**	*16,503*
Total 2022	*15,503*	*1,000*	*16,503*	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Fashion show	37,407	**37,407**	-
Merchandise	44	**44**	*123*
Other fundraising income	58,646	**58,646**	*47,229*
Total 2023	96,097	**96,097**	*47,352*
Total 2022	*47,352*	*47,352*	

5. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Merchandise - opening stock	1,151	**1,151**	*1,052*
Merchandise purchases	389	**389**	-
Other	40,953	**40,953**	*4,643*
Merchandise - closing stock	(407)	**(407)**	*(1,151)*
Total 2023	42,086	**42,086**	*4,544*
Total 2022	*4,544*	*4,544*	

6. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	*Total funds 2022 £*
Charitable activities	77,666	17,220	**94,886**	*67,605*
Total 2022	*53,125*	*14,480*	*67,605*	

Analysis of direct costs

	Total funds 2023 £	*Total funds 2022 £*
Staff costs	**43,872**	*40,014*
Conference	**-**	*250*
Patient support	**33,794**	*12,861*
	77,666	*53,125*

Analysis of support costs

	Total funds 2023 £	*Total funds 2022 £*
Group and staff expenses	**987**	*363*
Telephone, broadband and office	**2,790**	*1,300*
Insurance	**1,435**	*1,183*
Rent	**8,280**	*8,280*
Professional fees	**3,728**	*3,354*
	17,220	*14,480*

7. Independent examiner's remuneration

	2023 £	2022 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	2,250	1,764

8. Staff costs

	2023 £	2022 £
Wages and salaries	42,249	39,506
Contribution to defined contribution pension schemes	1,623	508
	43,872	40,014

The average number of persons employed by the Charity during the year was as follows:

	2023 No.	2022 No.
Fundraising and development	2	2
Administration and development	1	1
	3	3

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2022 - £NIL)*.

During the year ended 31 March 2023, expenses totalling £NIL were reimbursed or paid directly to Trustees *(2022 - £NIL to Trustee)*.

10. Stocks

	2023 £	2022 £
Finished goods and goods for resale	407	1,151

11. Debtors

	2023 £	*2022* *£*
Due within one year		
Other debtors	**7,146**	*4,505*
Tax recoverable	**171**	*332*
	7,317	*4,837*

12. Creditors: Amounts falling due within one year

	2023 £	*2022* *£*
Trade creditors	**-**	*1,051*
Other creditors	**134**	*119*
Accruals and deferred income	**2,250**	*1,710*
	2,384	*2,880*

13. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Local group funds	32,174	8,747	(17,375)	2,184	25,730
Pink Ribbon Foundation	-	3,000	-	-	3,000
	32,174	11,747	(17,375)	2,184	28,730
General funds					
General funds	94,672	89,204	(94,204)	(2,433)	87,239
Total Unrestricted funds	126,846	100,951	(111,579)	(249)	115,969
Restricted funds					
Pink Ribbon Foundation	-	5,800	(5,932)	132	-
Macmillan Cancer Support	740	-	(800)	60	-
Art exhibition	3,608	-	(2,965)	-	643
Norfolk Community Foundation Grant COVID 19	-	-	-	-	-
Now More Than Ever	-	-	-	-	-
Co-op	49	-	(49)	-	-
Pink Ribbon Foundation	-	-	-	-	-
Yorkshire Building Society	57	-	(61)	4	-
Art for Cure	-	11,355	(3,073)	-	8,282
Postcode Places	-	21,502	(8,960)	-	12,542
RWHA Charity fund	-	3,000	(3,053)	53	-
John Lewis	-	500	(500)	-	-
	4,454	42,157	(25,393)	249	21,467
Total of funds	131,300	143,108	(136,972)	-	137,436

13. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2021 £	*Income* £	*Expenditure* £	*Transfers in/out* £	*Balance at 31 March 2022* £
Unrestricted funds					
Designated funds					
Local group funds	*32,174*	-	-	-	*32,174*
Pink Ribbon Foundation	-	-	-	-	-
	32,174	-	-	-	*32,174*
General funds					
General funds	*93,143*	*62,855*	*(61,326)*	-	*94,672*
Total Unrestricted funds	*125,317*	*62,855*	*(61,326)*	-	*126,846*
Restricted funds					
Pink Ribbon Foundation	-	-	-	-	-
Macmillan Cancer Support	*740*	-	-	-	*740*
Art exhibition	*10,427*	-	*(6,819)*	-	*3,608*
Norfolk Community Foundation Grant COVID 19	*1,219*	-	*(1,219)*	-	-
Now More Than Ever	*1,014*	-	*(1,014)*	-	-
Co-op	*369*	-	*(320)*	-	*49*
Pink Ribbon Foundation	*508*	-	*(508)*	-	-
Yorkshire Building Society	-	*1,000*	*(943)*	-	*57*
Art for Cure	-	-	-	-	-
Postcode Places	-	-	-	-	-
RWHA Charity fund	-	-	-	-	-
John Lewis	-	-	-	-	-
	14,277	*1,000*	*(10,823)*	-	*4,454*

13. Statement of funds (continued)

	Balance at 1 April 2021 £	*Income* £	*Expenditure* £	*Transfers in/out* £	*Balance at 31 March 2022* £
Total of funds	*139,594*	*63,855*	*(72,149)*	-	*131,300*

Designated funds

The funds that relate to local groups are designated to be spent within the respective local group region.

The Pink Ribbon Foundation awarded the Charity £3,000 that is to be used toward increased salary costs in 2023/24.

Restricted funds

In the year ended 31 March 2018, the Charity received a grant of £740 from **Macmillan Cancer Support** toward our "Women's Wellbeing and Support Weekend".

In the year ended 31 March 2020, the Charity received funds from an **Art Exhibition** toward support related costs.

In the year ended 31 March 2021, the Charity received:
- a grant from **Norfolk Community Foundation** towards support related and employee costs during the Covid pandemic;
- a grant of £2,500 from South Norfolk Council towards office rent costs during the Covid pandemic. This grant was fully utilised in the year;
- a grant from The National Lottery Community Fund in partnership with the Department for Digital, Culture, Media and Sport in support of the charity's **"Now More Than Ever"** project. In response to the challenges of the Covid-19 pandemic, this project aim to introduce new ways to offer support into local communities across the UK to enable the charity to reach more vulnerable women in isolated situations;
- funding from the **Co-op** for support related costs;
- funding from The **Pink Ribbon Foundation** for support, volunteer and employee costs.

In the year ended 31 March 2022, the Charity received funding from the **Yorkshire Building Society** for comfort bags.

In the year ended 31 March 2023, the Charity received:
- a grant from **Art for Cure** to provide a new bespoke volunteer training offering to ensure that our volunteers feel valued and supported.
- a grant from **Postcode Places** to provide assistance with core costs to cover the office rent and a proportion of employees' salaries.
- a grant from the **RWHA Charity fund** to respond to the increasing demand for comfort and care bags and pink packs to increase our support offering reach.
- a grant from the **John Lewis** health fund for support costs.
- the **Pink Ribbon Foundation** provided us with funds to respond to the increasing demand for comfort and care bags and pink packs to increase our support offering reach. In addition, their funding has been used to fund mindfulness sessions for all our volunteers and people we support.

14. Summary of funds

Summary of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Designated funds	32,174	11,747	(17,375)	2,184	28,730
General funds	94,672	89,204	(94,204)	(2,433)	87,239
Restricted funds	4,454	42,157	(25,393)	249	21,467
	131,300	143,108	(136,972)	-	137,436

Summary of funds - prior year

	Balance at 1 April 2021 £	*Income £*	*Expenditure £*	*Balance at 31 March 2022 £*
Designated funds	*32,174*	-	-	*32,174*
General funds	*93,143*	*62,855*	*(61,326)*	*94,672*
Restricted funds	*14,277*	*1,000*	*(10,823)*	*4,454*
	139,594	*63,855*	*(72,149)*	*131,300*

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Current assets	118,353	21,467	139,820
Creditors due within one year	(2,384)	-	(2,384)
Total	115,969	21,467	137,436

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2022 £	*Restricted funds 2022* £	*Total funds 2022* £
Current assets	*129,726*	*4,454*	*134,180*
Creditors due within one year	*(2,880)*	-	*(2,880)*
Total	*126,846*	*4,454*	*131,300*

16. Pension commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to **£1,623** (*2022 - £508*). Contributions totalling **£134** (*2022 - £119*) were payable to the fund at the balance sheet date and are included in creditors.

17. Related party transactions

There were no related party transactions during the year.

KEEPING ABREAST

England & Wales - Charity number 1129522

Accounts

Annual Report 2022

Keeping Abreast
Breast Cancer Reconstruction Support

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(Virtual London Marathon Oct 2021)

1. Reference and administrative details of the charity, its Trustees and Advisers

Trustees

Miss C Scott - Chair Person

Mr J Butler

Mrs C Carter

Mrs R McArthur

Mrs E Queensborough

Miss V Vazquez - Treasurer

Company Registered Number

06891388 – Keeping Abreast is a registered charitable company limited by guarantee and was set up by a Trust deed

Charity Registered Number

1129522

Registered Office

7 The Close, Norwich, Norfolk, NR1 4DJ

Accountants

MA Partners LLP, 7 The Close, Norwich, Norfolk, NR1 4DJ

Bankers

The Co-operative Bank, 69 London Street, Norwich, Norfolk, NR2 1HT

Solicitors

Hansells Solicitors and Financial Advisers, 13 The Close, Norwich, Norfolk, NR1 4DS

Other Information

We have a team of three part-time staff operating from a licenced office in Norwich and we are members of the NCVO (National Council of Voluntary Organisations).

2. Chair's Statement (For the year ending 31 March 2022)

In the year to 31st March 2022 I have been fortunate to continue in my role of Chair of the Board of Trustees and have pleasure in writing this opening statement for the annual report.

Over the last 12 months we have seen a period of relative stability after facing the ever-changing landscape as a result of the Covid-19 Pandemic throughout the previous reporting year. As you will be aware the pandemic had huge effects on all charities and Keeping Abreast was not immune. The lockdowns and uncertainty that shadowed the country and the economy can still be felt on our services, the places we operate from and the people requiring our support. Our strengths continue to lie with our excellent and dedicated staff, volunteers and all those involved in the charity's functions. I am also very grateful to my colleagues on the Board of Trustees for their experience and judgement and volunteering for the roles and responsibilities of being a Trustee throughout the last year.

Our positive objectives this last year include, face-to-face support groups have recommenced in Norwich, Cheltenham, Leicester and Herts & Beds.

We have developed our website and now offer (for the first time to patients) a dedicated video-library of reconstruction options and real-life video patient stories. This has been possible with the support Production Bureau and a grant from the Coronavirus Community Support Fund and our patient volunteers.

We continue to utilise the many support tools such as Zoom Speaker Sessions, patient stories, Whatsapp and Facebook closed support groups which were implemented during the pandemic but still allow us to have diverse contact methods with our benefactors.

Our Fundraising continues to face challenges from both the pandemic and now the economic concerns and cost of living crisis. We welcomed our new Fundraising Officer; Jenny Bond who will ensure we continue to adapt to how we raise funds to support the charity. We had successful grant applications to cover some costs in this current financial year; from South Norfolk District Council and Yorkshire Building Society. Keeping Abreast is inevitably continuing to face challenges with fundraising. We are building a framework of grant applications and future event-planning to strengthen our income and fundraising opportunities.

We continue to focus on our core aim of being able to provide support to those facing decisions regarding breast reconstruction following a diagnosis of breast cancer or the presence of a hereditary gene mutation. This mission in supporting and helping individuals with their treatment options lies at the heart of all we do and is the touchstone by which we can measure our success. I hope again as with our last year's report this provides ample evidence of that success. Keeping Abreast should continue to feel proud of the support it is offering and our plans to continue to develop our fundraising targets, support structures and group offerings as well as strengthening our strategic direction for the future.

Name Caroline Scott
Chair of Trustees

Caroline Scott

Date: 29.09.22

3. Our Objectives

Our Objectives

Since our conception we have always had four main objectives:

- To provide information, support, practical help and advice for those considering breast reconstruction, including the opportunity to share the experiences of others.
- To enrich the quality of care for those recovering from breast reconstruction.
- To raise awareness of Keeping Abreast within the UK.
- To encourage and support the establishment of other KA groups nationwide.

4. Strategies for achieving objectives

We have continued to assess our strategies for achieving our objectives and have:

5. Review of Activities

Our specific objectives from last year were to ensure that the charity had stability, longevity and was working productively and as cost-effectively as possible. This included;

- Reviewing the support offering, considering recovery from Covid restrictions.
- Reviewing the Trustee mix to ensure that the Trustees have a good mix of skills and experience.
- Reviewing our fundraising income streams to consider Covid recovery and other external factors.
- Adapting our work patterns to maximise service level.

6. Groups & Support

How our activities deliver public benefit:

Keeping Abreast's main activities and the people the charity supports are described below.

Keeping Abreast helps women who are considering, facing or going through breast reconstruction following a breast cancer diagnosis or the discovery of a hereditary breast cancer gene. These activities are undertaken to further our charitable purposes for the public benefit.

Some of this past year was still affected by the Coronavirus pandemic, with face-to-face Support Group meetings having to be cancelled during lockdowns, following Government guidelines. Support for those facing breast reconstruction continued during this time, however, with some Support Groups meeting via Zoom and others continuing to support those in their area by telephone, email and WhatsApp. Once the Coronavirus restrictions were lifted, the face-to-face KA Support Groups were gradually reinstated, with some moving to new venues.

In addition to the Support Group meetings, KA HQ continued to put on a number of Zoom Speaker Sessions, each on a different aspect of breast reconstruction. These included talks on nutrition and hypnotherapy as well as presentations on the different types of breast reconstruction surgery. The Zoom Speaker Sessions were well attended and included presentations and Q&A sessions, and more are planned for next year.

KA Volunteers across the country continued to help others with their breast reconstruction concerns and in the financial year of 2021/2022 there were 1,068 attendees who participated in support activities. In addition to the remote and face-to-face Support Group meetings and one-to-one support from Volunteers, free Pilates sessions continued to be offered via Zoom, courtesy of a long-standing KA supporter, together with free monthly Mindfulness sessions, also on Zoom.

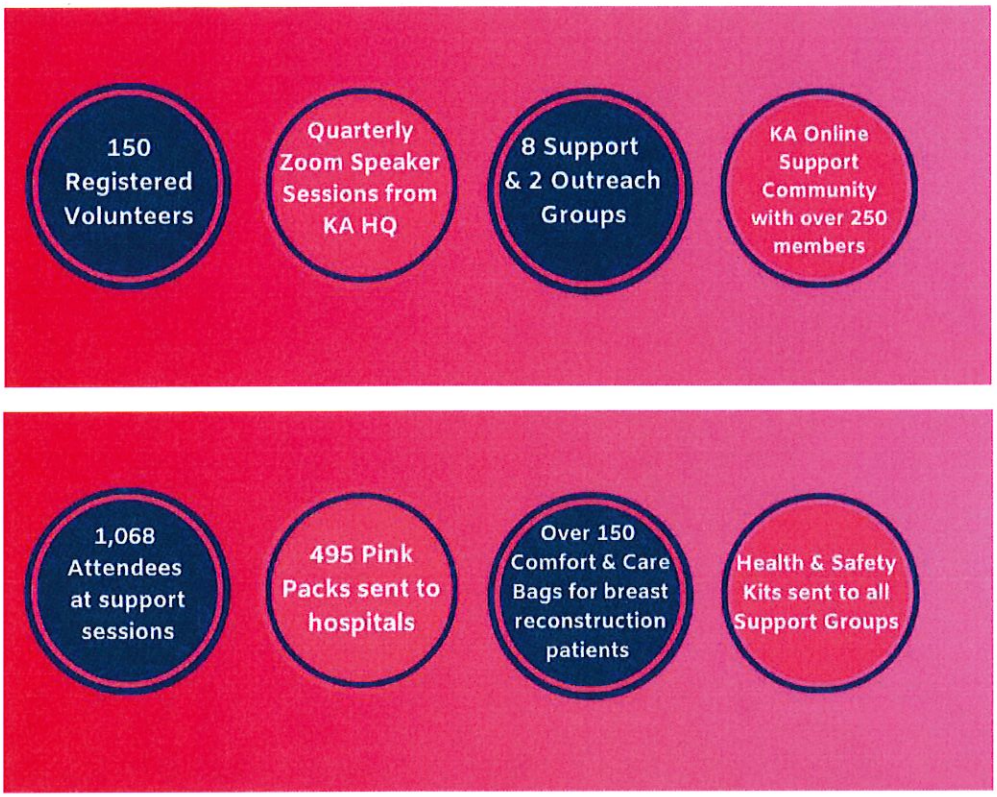
The number of Registered KA Volunteers has grown steadily, ending the year at 150 and, now that actual activities are taking place once again, the Volunteers have been helping out at events and fundraisers as well as on support calls.

Encouragingly, the presentations from the Zoom Speaker Sessions have also been watched numerous times online afterwards, with some of these sessions subsequently uploaded to the charity's website, where confidentiality clauses allowed. New Patient Stories have also been added to the site, so that those considering breast reconstruction can find out more about the process from those who have experienced it first-hand. The new sections of the website also include real-life reconstruction videos, audio clips and FAQs – all provided by KA Volunteers – and these have proved to be very popular, with numerous positive testimonials from breast reconstruction patients as a result. Consequently, we will continue to add to these resources, with a new animated video about hereditary breast cancer and risk-reducing surgery planned for 2022-2023.

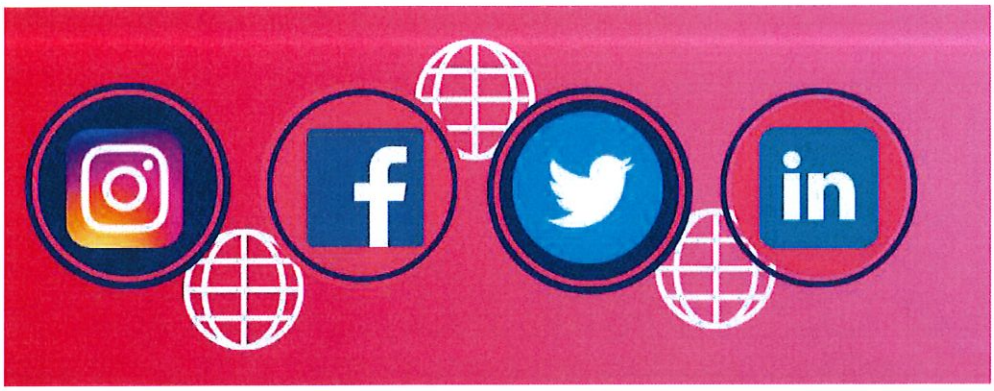
"I have looked at the resources, which are very helpful. I watched them with my husband, and we agreed they are the best yet from all the resources we have seen, so thank you."

"I just wanted to reach out and say thank you so very much to all the ladies who were brave enough to share their reconstruction surgeries. I found your videos so very helpful when thinking about all possible options."

"Thank goodness for charities like KA - people need somewhere to go to ask questions and seek support. I was so grateful to know that I could turn to you ladies and ask for advice and help! Thanks again."



In addition, the new Keeping Abreast Online Support Group, which is a closed community on Facebook, has proved very popular too, and now boasts well over 250 members. This closed Facebook group is there for people to have conversations about breast reconstruction and to swop stories and experiences as well as to obtain helpful hints and tips. Plus, testimonials and information about real-life reconstruction surgery are posted on Keeping Abreast's many social media platforms on a regular basis.



The aim of each of KA's Support Groups – including the new Online Support Group - is to offer support, advice and information to anyone wanting to know more about breast reconstruction or its associated procedures in line with the charity's objectives, in particular:-

"Providing information, support and practical help and advice for those considering breast reconstruction."

In addition, we have continued to aid local hospitals and cancer centres by providing information on the charity via 'Pink Packs' which are given out to breast reconstruction patients, together with 'KA Comfort and Care Bags' which contain useful items for those facing breast reconstruction surgery.

During the financial year 2021/2022 we delivered 495 Pink Packs along with more than 150 Comfort & Care Bags, both to local hospitals and cancer centres as well as to individuals who contacted KA HQ who haven't yet got a Support Group in their area.

KA HQ has continued to help the Support Groups around the country with whatever they need, from providing Health & Safety Kits during the pandemic to Covid-specific Keeping Abreast leaflets. These have now been replaced by a new KA leaflet, along with other KA supplies such as business cards, posters, new pull-ups and so on.

Visits to the Support Groups around the country have also started up again, with a visit to some of the KA Cheltenham Support Group members in January 2022 and to the KA Leicester Support Group in March 2022 when this group celebrated its sixth anniversary. As most of the Support Groups are meeting face-to-face again now, more of these face-to-face visits are planned.

This year the KA Liverpool Support Group funded training for permanent nipple-tattooing for one of their breast reconstruction nurses, along with a camera for the hospital photographer to take pictures for recording and research purposes.

Meanwhile, the KA Norwich Support Group raised funds for new ultrasound scanning equipment which has been requested by the Plastics Department at the Norfolk and Norwich University Hospital.

The current locations of KA's Support Groups are:-

- Norwich
- King's Lynn
- Stalham (Outreach)
- Wymondham (Outreach)
- Liverpool
- Cheltenham
- Herts & Beds
- Leicester
- Sheffield (not currently active, as the nurse who ran this group is now on secondment in a different aera of the hospital, so we will resume discussions when she returns).
- Bristol (not currently active, as the volunteers who ran the group have now retired, and so we are currently looking at alternatives. In the meantime, Bristol patients are being supported by KA Cheltenham).

We have also been working with the breast reconstruction teams at hospitals in Swansea, Wakefield, Cardiff, Salisbury and Gorleston, and hope to continue to cement our relationships with them this year.

7. Volunteers

The number of registered volunteers with the charity currently stands at over 150, most of whom are previous reconstruction patients and the rest either breast reconstruction nurses/staff or individuals who support the administrative or fundraising elements of the charity.

Volunteers are key to the success of Keeping Abreast, and without their hard-work, time and knowledge of breast reconstruction, the charity simply could not operate. We consider ourselves very fortunate to be supported by a group of highly committed and enthusiastic individuals who undertake a variety of roles which include:

Patient Point of Contact (POC) – able and willing to talk to and offer support to other patients, in person via email, WhatsApp, telephone, Zoom or other means.

'Show & Tell' Model – willing and comfortable to show the results of their breast reconstruction surgery to other women in a controlled, safe environment.

Running a Support Group or Event – part of the team of volunteers that organises, co-ordinates and facilitates the running of a group – whether virtually or in person.

Supporting Administrative Tasks – helping to ensure the smooth running of the charity by supporting the team with operational and administrative tasks, as required, such as putting together Pink Packs and KA Comfort & Care Bags.

Keeping Abreast Events – these volunteers support us at various awareness events or fundraising activities, usually by manning stands or holding collection buckets – at bake sales, concerts, fun-runs and Christmas fairs, for example. A team of KA Volunteers manned a Keeping Abreast stand in John Lewis, Norwich, throughout October 2021, with some Volunteers also taking part in a Fashion Show at the store. This was a successful awareness event, with plenty of media coverage, and also raised some funds for the charity.

Trustee – part of the team responsible for governing the charity and supporting its direction to achieve its aims and objectives. There are currently six Trustees. As we are seeing an increase in the number of people contacting the charity having been diagnosed with a hereditary breast cancer gene, such as BRCA or PALB, we are now hoping to recruit a new Trustee with some hereditary breast cancer experience.

We encourage all our volunteers to attend training courses to ensure they are competent in the roles in which they are volunteering and to give them more experience. We are currently researching new training modules, on listening and responding, for both new and established volunteers, and are hoping to secure grant funding to finance this.

In addition, the volunteer paperwork such as the Volunteer Application Form, Volunteer Handbook and Venue Checklist Form, continue to be reviewed, so that we can carry on improving these too.

Lastly, in order to keep KA Volunteers, breast reconstruction patients and their friends and families up-to-date, a quarterly online newsletter is produced containing information on the KA Support Groups and activities across the country.

8. Campaigning

October is an important month for the charity; it is not only Breast Cancer Awareness Month but it also sees International BRA Day, which highlights Breast Reconstruction Awareness.

This year Covid restrictions had started to ease with us being able to have a stand throughout the month in John Lewis raising awareness for Keeping Abreast.

Little Greene Paint and Wallpaper gave a percentage of their sales in October to Keeping Abreast.

9. Fundraising Activities/Income Generation

Central Support activities

Fundraising:

This year we held our annual Carol service in December 2021 at St Peter Mancroft church in Norwich with a new Covid variant coming out and tighter restrictions in place we had smaller numbers.

Fundraising campaigns:

The Virgin Money Giving London Marathon went virtual later in the year; we purchased places in the event and recruited a team of runners to complete the challenge and raise funds for the charity. We were fortunate to also have a runner in the physical race in London.

Other fundraising:

Christmas cards were designed and purchased for sale in the Original Christmas Card Shop, this was run successfully at the St Peter Mancroft.

Grant funding:

Grant funding remains a key fundraising stream. We were fortunate to receive grants from South Norfolk District Council and Yorkshire Building Society.

Charity of Year:

Two breast implant companies selected Keeping Abreast as their charity of the year; CSS CSR and GC Aesthetics. Both companies are undergoing their own fundraising efforts to raise money for Keeping Abreast.

10. Fundraising outputs

Fundraising has been able to support the charity's running costs, support costs and development throughout this year. We have supported our service-users online through Zoom Speaker Sessions, patient stories and social events. We produced and launched an improved website in October with more support services including a FAQ section and Show and Tell video. We have updated our printed materials to keep up to date in these changing times and sent out many 'Pink Packs' to hospitals around the country, some we have relationships with already and some new. Our funds have been spent on several Keeping Abreast Comfort & Care Bags which were given out to those who have been through surgery during Covid, which added another layer of complexity to an already stressful time. We have funded new materials and H&S products to keep our staff and volunteers safe.

11. Structure, Governance and Management

Constituition

The charity is registered as a charitible company limited by guarantee (registered number: 06891388) and is a registered charity (registered number: 1129522).

The charity is constituted under a Memorandum of Association dated 29 April 2009 as amended by special resolutions dated 18 May 2010 and 9 May 2012.

Method of Appointment or Election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Policies Adopted for The Induction and Training of Trustees

New Trustees undergo a Trustee induction to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and to inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. Typically, they will meet with other Trustees and a KA employee to gain a better insight into the role.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

12. Organisational Structure and Decision-Making

Policy decisions are made by the Trustees in Trustee Meetings or by email in accordance with the Governing document.

Insurance Cover

Public and Product Liability cover £5,000,000.

Professional Liability £1,000,000.

13. Financial Review

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate reserves and cash surplus to continue in operational existence for the short to mid-term. The Covid recovery period is still a challenging oen for Keeping Abreast alongside other external factors such as cost of living. The detialed monthly reporting allows this sitaution to be monitored closely.

Financial and Risk Management Objectives and Policies

The Trustees met virtually on five occasions during the year ending 31 March 2022 to discuss and review charity business. The Trustees constantly monitor cash balances and future income streams against obligations and fixed costs. Office rent is paid monthly with no automatic renew clause to give us flexibility.

There are no other fixed costs or on-going commitments other than minor administrative expenses.

Smith and Pinching continue to administer our Pension Scheme for our small team and the administrative side is delivered by our Payroll Provider, CBR Business Solutions in Norwich. We perform regular reviews in relation to the hourly rate paid to all our staff members.

In this time of unknown we have reviewed which event types were more successful both financially and, most importantly, how they have supported our members and Keeping Abreast community.

Principal Risks and Uncertainties

These centre on a reduction in fundraising and/or a loss of volunteers to run the support groups, specifically due to the Covid-19 pandemic. Our Disaster Recovery Plan continues, which enabled us to continue service with staff working a hybrid of an office and home solution, based on Government guidelines. A specific reporting procedure continues to enable the staff and Trustees to constantly monitor this, and fundraising plans and strategies are being reviewed regularly, to ensure they are generating the desired outcomes.

Reserves Policy

The Trustees review the balance of their reserves annually as a minimum, and it is their current policy that they will retain at least £60,000 as a minimum balance. This provides sufficient funds to employ three part-time staff and pay other fixed overheads for a full year without any other income being forthcoming. This year again sees a positive in reserves with free reserves of £94,672 as of March 2021 (2021: £93,143). The level of reserves will be monitored closely moving forward, specifically due to the impact of the Covid-19 pandemic. The review of internal financial rules will allow increased visibility of the cash flow.

Principal Funding

The principal sources of funding is internal fundraising, grants and public donations and internal funding, mainly from individual fundraising efforts.

14. Future Developments

- The Trustees intend to strengthen existing support groups and create new ones where possible, with the potential for virtual groups.
- We hope to identify additional projects that fulfil our objectives and contribute to the well-being of patients in a safe environment.
- The Trustees meet six times a year minimum for regular Trustee Meetings with these meetings to continue to be offered virtually in the future to allow for a wider demographic of Trustees. We have devised a Strategic Plan which is constantly monitored and updated in line with our objectives.
- To work to integrate the traditional approaches of the charity with the successful virtual approaches that arose as a result of Covid-19.

In Conclusion

- This has been a challenging year for the charity in terms of development and fundraising.
- We have been able to introduce new initiatives and ways of working thanks to grant funding.
- It is our intention to continue to develop new ways of working to enable us to further support those in need of help when undergoing breast reconstruction.
- Thanks again to the Founders, our army of enthusiastic volunteers, and to my fellow Trustees and our fabulous team of committed staff.

Caroline Scott

Chair of Trustees - Keeping Abreast

Date: 29.09.22

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2022

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

KEEPING ABREAST

(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2022

Independent Examiner's Report to the Trustees of Keeping Abreast ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2022.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: Dated: 29 September 2022

Frank Shippam BSc FCA DChA

MA Partners Audit LLP
7 The Close
Norwich
NR1 4DJ

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Income from:					
Donations and legacies	3	**15,503**	**1,000**	**16,503**	*93,830*
Other trading activities	4	**47,352**	**-**	**47,352**	*26,709*
Total income		**62,855**	**1,000**	**63,855**	*120,539*
Expenditure on:					
Raising funds	5	**4,544**	**-**	**4,544**	*2,441*
Charitable activities		**56,782**	**10,823**	**67,605**	*100,268*
Total expenditure		**61,326**	**10,823**	**72,149**	*102,709*
Net movement in funds		**1,529**	**(9,823)**	**(8,294)**	*17,830*
Reconciliation of funds:					
Total funds brought forward		**125,317**	**14,277**	**139,594**	*121,764*
Net movement in funds		**1,529**	**(9,823)**	**(8,294)**	*17,830*
Total funds carried forward		**126,846**	**4,454**	**131,300**	*139,594*

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 17 to 29 form part of these financial statements.

KEEPING ABREAST

(A Company Limited by Guarantee)
REGISTERED NUMBER: 06891388

BALANCE SHEET
AS AT 31 MARCH 2022

	Note		2022 £		2021 £
Fixed assets	10				
			-		-
Current assets					
Stocks	11	**1,151**		*1,052*	
Debtors	12	**4,837**		*4,505*	
Cash at bank and in hand		**128,192**		*136,716*	
		134,180		*142,273*	
Creditors: amounts falling due within one year	13	**(2,880)**		*(2,679)*	
Net current assets			**131,300**		*139,594*
Total net assets			**131,300**		*139,594*
Charity funds					
Restricted funds	14		**4,454**		*14,277*
Unrestricted funds	14		**126,846**		*125,317*
Total funds			**131,300**		*139,594*

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....
Caroline Scott

Date: 29 September 2022

The notes on pages 17 to 29 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. General information

Keeping Abreast is a private company limited by guarantee and incorporated in England and Wales. The Charity's registered office is 7 The Close, Norwich, Norfolk, NR1 4DJ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Keeping Abreast meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Covid-19 pandemic has challenged the fundraising activities of the Charity however, grants have helped fill the gap ensuring the Charity's reserves have been maintained during the past 12 months. The Charity therefore continues to have a healthy level of reserves and tight financial controls are in place to ensure the financial position is regularly monitored by the Development Manager and, ultimately, the Trustees. As a result, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future, being a period of at least 12 months from the approval date of these financial statements, and have therefore concluded it appropriate to prepare them on the going concern basis.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.5 Stocks

Stocks are valued at the lower of cost and net realisable value.

2.6 Debtors

Other debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.9 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.10 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2. Accounting policies (continued)

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Donations	12,569	-	**12,569**	*11,776*
Grants	2,934	1,000	**3,934**	*82,054*
Total 2022	15,503	1,000	**16,503**	*93,830*
Total 2021	*10,080*	*83,750*	*93,830*	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Merchandise	123	**123**	*17*
Other fundraising income	47,229	**47,229**	*26,692*
Total 2022	47,352	**47,352**	*26,709*
Total 2021	*26,709*	*26,709*	

5. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Merchandise - opening stock	1,052	-	**1,052**	*1,186*
Merchandise purchases	-	-	**-**	*17*
Other	4,643	-	**4,643**	*2,290*
Merchandise - closing stock	(1,151)	-	**(1,151)**	*(1,052)*
Total 2022	4,544	-	**4,544**	*2,441*
Total 2021	*2,343*	*98*	*2,441*	

6. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	*Total funds 2021 £*
Charitable activities	53,125	14,480	**67,605**	*100,268*
Total 2021	*82,090*	*18,178*	*100,268*	

Analysis of direct costs

	Total funds 2022 £	*Total funds 2021 £*
Staff costs	**40,014**	*41,623*
Conference	**250**	*454*
Patient support	**12,861**	*40,013*
	53,125	*82,090*

Analysis of support costs

	Total funds 2022 £	*Total funds 2021 £*
Group and staff expenses	**363**	*136*
Telephone, broadband and office	**1,300**	*5,515*
Insurance	**1,183**	*1,178*
Rent	**8,280**	*8,280*
Covid PPE	**-**	*602*
Professional fees	**3,354**	*2,467*
	14,480	*18,178*

7. Independent examiner's remuneration

	2022 £	*2021* *£*
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	**1,764**	*1,518*

8. Staff costs

	2022 £	*2021* *£*
Wages and salaries	**39,506**	*39,567*
Contribution to defined contribution pension schemes	**508**	*2,056*
	40,014	*41,623*

The average number of persons employed by the Charity during the year was as follows:

	2022 No.	*2021* *No.*
Fundraising and development	**2**	*2*
Administration and development	**1**	*1*
	3	*3*

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2021 - £NIL)*.

During the year ended 31 March 2022, expenses totalling £NIL were reimbursed or paid directly to Trustees *(2021 - £NIL to Trustee)*.

10. Tangible fixed assets

	Computer equipment £
At 1 April 2021	400
Disposals	(400)
At 31 March 2022	-
At 1 April 2021	400
On disposals	(400)
At 31 March 2022	-
Net book value	
At 31 March 2022	-
At 31 March 2021	-

11. Stocks

	2022 £	*2021 £*
Finished goods and goods for resale	1,151	*1,052*

12. Debtors

	2022 £	*2021 £*
Due within one year		
Other debtors	4,505	*4,505*
Tax recoverable	332	-
	4,837	*4,505*

13. Creditors: Amounts falling due within one year

	2022 £	*2021* *£*
Trade creditors	**1,051**	*1,051*
Other creditors	**119**	*110*
Accruals and deferred income	**1,710**	*1,518*
	2,880	*2,679*

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Unrestricted funds				
Designated funds				
Local group funds	32,174	-	-	32,174
General funds				
General funds	93,143	62,855	(61,326)	94,672
Total Unrestricted funds	125,317	62,855	(61,326)	126,846
Restricted funds				
Macmillan Cancer Support	740	-	-	740
Art exhibition	10,427	-	(6,819)	3,608
Norfolk Community Foundation Grant COVID 19	1,219	-	(1,219)	-
Now More Than Ever	1,014	-	(1,014)	-
Co-op	369	-	(320)	49
Pink Ribbon Foundation	508	-	(508)	-
Yorkshire Building Society	-	1,000	(943)	57
	14,277	1,000	(10,823)	4,454
Total of funds	139,594	63,855	(72,149)	131,300

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	*Income* £	*Expenditure* £	*Transfers in/out* £	*Balance at 31 March 2021* £
Unrestricted funds					
Designated funds					
Local group funds	*25,160*	-	-	*7,014*	*32,174*
General funds					
General funds	*85,305*	*36,789*	*(21,937)*	*(7,014)*	*93,143*
Total Unrestricted funds	*110,465*	*36,789*	*(21,937)*	-	*125,317*
Restricted funds					
Macmillan Cancer Support	*740*	-	-	-	*740*
Art exhibition	*10,559*	-	*(132)*	-	*10,427*
Norfolk Community Foundation Grant COVID 19	-	*10,000*	*(8,781)*	-	*1,219*
South Norfolk Council	-	*2,500*	*(2,500)*	-	-
Now More Than Ever	-	*65,250*	*(64,236)*	-	*1,014*
Co-op	-	*1,000*	*(631)*	-	*369*
Pink Ribbon Foundation	-	*5,000*	*(4,492)*	-	*508*
	11,299	*83,750*	*(80,772)*	-	*14,277*
Total of funds	*121,764*	*120,539*	*(102,709)*	-	*139,594*

14. Statement of funds (continued)

Designated funds

The funds that relate to local groups are designated to be spent within the respective local group region.

Restricted funds

In the year ended 31 March 2018, the Charity received a grant of £740 from Macmillan Cancer Support toward our "Women's Wellbeing and Support Weekend".

In the year ended 31 March 2020, the Charity received funds from an Art Exhibition toward support related costs.

In the prior financial year the Charity received:
- a grant from Norfolk Community Foundation towards support related and employee costs during the Covid pandemic;
- a grant of £2,500 from South Norfolk Council towards office rent costs during the Covid pandemic;
- a grant from The National Lottery Community Fund in partnership with the Department for Digital, Culture, Media and Sport in support of the charity's "Now More Than Ever" project. In response to the challenges of the Covid-19 pandemic, this project aim to introduce new ways to offer support into local communities across the UK to enable the charity to reach more vulnerable women in isolated situations;
- funding from the Co-op for support related costs;
- funding from The Pink Ribbon Foundation for support, volunteer and employee costs.

In the year ended 31 March 2022, the Charity received funding from the Yorkshire Building Society for comfort bags.

15. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
Designated funds	32,174	-	-	32,174
General funds	93,143	62,855	(61,326)	94,672
Restricted funds	14,277	1,000	(10,823)	4,454
	139,594	63,855	(72,149)	131,300

Summary of funds - prior year

	Balance at 1 April 2020 £	*Income £*	*Expenditure £*	*Transfers in/out £*	*Balance at 31 March 2021 £*
Designated funds	*25,160*	-	-	*7,014*	*32,174*
General funds	*85,305*	*36,789*	*(21,937)*	*(7,014)*	*93,143*
Restricted funds	*11,299*	*83,750*	*(80,772)*	-	*14,277*
	121,764	*120,539*	*(102,709)*	-	*139,594*

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Current assets	129,726	4,454	134,180
Creditors due within one year	(2,880)	-	(2,880)
Total	126,846	4,454	131,300

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	*Restricted funds 2021* £	*Total funds 2021* £
Current assets	*127,996*	*14,277*	*142,273*
Creditors due within one year	*(2,679)*	-	*(2,679)*
Total	*125,317*	*14,277*	*139,594*

17. Pension commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to **£508** (*2021 - £2,056*). Contributions totalling **£229** (*2021 - £110*) were payable to the fund at the balance sheet date and are included in creditors.

18. Related party transactions

There were no related party transactions during the year.

KEEPING ABREAST

England & Wales - Charity number 1129522

Accounts

Annual Report 2021

Keeping Abreast
Breast Cancer Reconstruction Support

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(Extract from 2021 Keeping Abreast Annual Volunteers' Conference)

1. Reference and administrative details of the charity, its Trustees and Advisers

Trustees

Mrs J D'Arcy - Acting Chair (Resigned 30th June 2020)

Miss C Scott – (Appointed Chairperson 1st July 2020)

Mr J Butler

Mrs C Carter

Mrs R McArthur

Mrs E Queensborough

Mrs V Williams-Vazquez – Treasurer (Appointed 6th May 2020)

Company Registered Number

06891388 – Keeping Abreast is a registered charitable company limited by guarantee and was set up by a Trust deed

Charity Registered Number

1129522

Registered Office

7 The Close, Norwich, Norfolk, NR1 4DJ

Accountants

MA Partners LLP, 7 The Close, Norwich, Norfolk, NR1 4DJ

Bankers

The Co-operative Bank, 69 London Street, Norwich, Norfolk, NR2 1HT

Solicitors

Hansells Solicitors and Financial Advisers, 13 The Close, Norwich, Norfolk, NR1 4DS

Other Information

We have a team of three part-time staff operating from a licenced office in Norwich and we are members of the NCVO (National Council of Voluntary Organisations).

2. Chair's Statement (For the year ending 31 March 2021)

These last 12 months have been an eventful period for this charity, and for the whole country. As I write, we are still coming to terms with the continuing effects of the Coronavirus pandemic. The lockdown of the country and the economy began as the year under review was ending. It has had a dramatic effect on our services and how we are able to operate.

Fortunately, the restructuring that we initiated in 2019-2020 assisted in stabilising the team and the support was able to continue throughout the pandemic. This has put us in a strong position to face the uncertain future ahead for all charitable organisations. As ever, the credit for this lies with our excellent staff, volunteers and all those involved with the charity's functions. I am also very grateful to my colleagues on the Board of Trustees for their experience and judgement.

In the year to 31st March 2021 there have been two changes to the membership of the board. In June 2020 our Acting Chair Jane D'Arcy stepped down after dedicating her expertise and time to Keeping Abreast for three years as a Trustee. Thank you, Jane, for your support. We have in the last year been able to recruit a new member to the board: Victoria Vasquez is an experienced and qualified accountant who joined as Treasurer in May 2020. We are incredibly lucky to have the benefit of her knowledge and experience.

Although our face-to-face support groups have not been able to meet, we have seen an increase in demand for support. We have introduced many support tools such as Zoom Speaker Sessions, patient stories, Whatsapp and Facebook closed support groups. We have also created new support leaflets and posters to ensure we can meet the support needs and we are busy working on a new, more interactive website.

Our Fundraising has faced challenges from the pandemic and, as with all charities, we have had to adapt to how we raise funds to support the charity. We had successful grant applications to cover some costs in this current financial year; from the Coronavirus Community Support Fund, Norfolk Community Foundation, Pink Ribbon and Co-Op Community Fund. Keeping Abreast is inevitably continuing to face challenges with fundraising. We are building a framework of grant applications and future event-planning to strengthen our income and fundraising opportunities.

Our aim at Keeping Abreast continues to be to provide invaluable support to those facing decisions regarding breast reconstruction following a diagnosis of breast cancer or the presence of a hereditary gene mutation. This mission in supporting and helping individuals with their treatment options lies at the heart of all we do and is the touchstone by which we can measure our success. I hope you will find in this report ample evidence of that success. While we have been most concerned with the effects of the pandemic and how to respond to it, there are a number of important developments that have taken place in the past year which we can note with pride.

Name Caroline Scott
Chair of Trustees

Date: 18.09.21

3. Our Objectives

Our Objectives

Since our conception we have always had four main objectives:

- To provide information, support, practical help and advice for those considering breast reconstruction, including the opportunity to share the experiences of others.
- To enrich the quality of care for those recovering from breast reconstruction.
- To raise awareness of Keeping Abreast within the UK.
- To encourage and support the establishment of other KA groups nationwide.

4. Strategies for achieving objectives

We have continued to assess our strategies for achieving our objectives and have:

5. Review of Activities

Our specific objectives from last year were to ensure that the charity had stability, longevity and was working productively and as cost-effectively as possible. This included;

- Reviewing the support offering, taking Covid restrictions into consideration.
- Reviewing our fundraising strategy accounting for the fundraising impact of Covid.
- Implementing a monthly Trustee financial report pack with greater detail.
- Implementing Covid-specific Trustee reports.
- Reviewing the Trustee mix to ensure that the Trustees have a good mix of skills and experience.

6. Groups & Support

How our activities deliver public benefit:

The charity's main activities and the people we try to help are described below. All Keeping Abreast's activities focus on providing support for women considering breast reconstruction following a breast cancer diagnosis or the discovery of a hereditary breast cancer gene. The Trustees have had regard to the Charity Commission's guidance on public benefit and the activities undertaken further our charitable purposes for the public benefit.

Of course, this past year was an unusual year for the charity because of the Coronavirus pandemic. This meant that face-to-face Support Group meetings had to be cancelled, following Government guidelines, and support for those facing or considering breast reconstruction took place by other means, such as email, telephone, WhatsApp and Zoom. Despite these obstacles, KA Volunteers across the country continued to help others with their breast reconstruction concerns and in the calendar year of 2020, 683 people participated in support activities. These included a series of 'Zoom Speaker Sessions' by KA HQ on a number of breast reconstruction-related topics such as body confidence after breast cancer, the different types of breast reconstruction, resilience before and after a mastectomy, the power of nutrition, Mindfulness and more.

In addition, free Pilates sessions were offered to all KA Volunteers (courtesy of a KA supporter) along with free monthly Mindfulness sessions.

The number of Registered KA Volunteers continues to grow and a successful KA Volunteers' Conference, with around 50 attendees, took place in March 2021 via Zoom. In addition, several Support Groups have continued to support those in their area with 'Zoom Chats' and 'Garden Gatherings' (when lockdown restrictions allowed).

Encouragingly, the presentations from the 'Zoom Speaker Sessions' have also been watched numerous times after the sessions have taken place, as each of these has been uploaded to the website. We have also included more 'Patient Stories' and a number of 'Video Chats' so that those considering or facing breast reconstruction can find out more about the experience. A number of volunteers have also taken part in radio interviews, with the same purpose of providing first-hand information about breast reconstruction in order to help others.

The aim of each of KA's Support Groups is to offer support, advice and information to anyone wanting to know more about breast reconstruction or its associated procedures in line with the charity's objectives, in particular:-

"Providing information, support and practical help and advice for those considering breast reconstruction."

Naturally, this has proved more difficult this year, because of the restrictions imposed on the Support Groups by Coronavirus, but support has continued in many different ways including the charity's first-ever one-to-one Zoom support call. Technology has helped us to continue to provide support for the ladies concerned and we have also supported local hospitals and cancer centres by providing information on the charity, together with KA Comfort and Care Bags containing useful items for those facing breast reconstruction (the hospitals and cancer centres in question were recommended by KA volunteers).

Unfortunately, the Coronavirus pandemic has also put paid to face-to-face visits from KA HQ to the Support Groups around the country, but we have continued to keep in touch with the groups' committees/teams in a number of different ways. There have been several meetings via Zoom and also the creation of new WhatsApp groups to make communication easier – this has allowed us to help each group offer the best support and so that we can continue to assist them with any issues.

In March, KA Leicester held a quiz night via Zoom to celebrate their fifth anniversary. The KA Leicester Group continues to meet via Zoom on the first Monday of the month and they are looking forward to returning to face-to-face meetings in due course, as their attendances were always very healthy (around 45 attendees and volunteers at each meeting). Other Support Groups are also looking forward to returning to face-to-face meetings at their local hospitals and cancer centres.

Last year the Cheltenham Support Group worked hard with John Lewis Cheltenham to secure a Keeping Abreast Portrait Exhibition at the store, which should have taken place last spring. Unfortunately, however, due to the Coronavirus outbreak, this exhibition has had to be postponed until 2022, but John Lewis Cheltenham very kindly made a donation to the charity this year. There has also been a change in personnel at the KA Cheltenham Support Group, but it continues to thrive and the team is looking forward to returning to face-to-face meetings at Maggie's in Cheltenham later this year.

Our other established groups continue, with many new volunteers coming forward to join long-serving volunteers who have already had surgery and who are now willing to help inform others. Besides one-to-one support (via email/telephone and so on), Patient Stories and Video Chats, a number of KA volunteers have also been involved in creating a new 'FAQ' section for the new KA website, as well as new 'Show & Tell' videos.

The current locations of KA's Support Groups are:-

- Norwich
- King's Lynn
- Stalham (Outreach)
- Wymondham (Outreach)
- Liverpool
- Cheltenham

- Bristol
- Leicester
- Sheffield
- Herts & Beds

We have also been working with the breast reconstruction teams at hospitals in Swansea, Wakefield, Salisbury and Gorleston and hope to continue to expand our relationships with them this year.

7. Volunteers

The number of registered volunteers with the charity currently stands at 147, most of whom are previous reconstruction patients and the rest individuals who support the administrative or fundraising elements of the charity.

Volunteers are key to the success of Keeping Abreast, and without their huge input, the charity simply could not operate. We consider ourselves very fortunate to be supported by a group of highly committed and enthusiastic individuals who undertake a variety of roles which include:

Patient Point of Contact (POC) – able and willing to talk to and offer support to other patients, in person (during non-Covid times) or via email, WhatsApp or telephone.

'Show & Tell' Model – willing and comfortable to show the results of their surgery to other women in a controlled, safe environment (again, during non-Covid times, as well as virtually, for the new KA website).

Running a Support Group or Event – part of the team of volunteers that organises, co-ordinates and facilitates the running of a group – whether virtually or in person (when face-to-face groups are permitted).

Supporting Administrative Tasks – helping to ensure the smooth running of the charity by supporting the team with operational and administrative tasks, as required, such as sending out newsletters/information and KA Care Bags.

Keeping Abreast Events – these volunteers support us at various awareness events or fundraising activities, usually by manning stands or holding collection buckets. During Coronavirus times, they have continued to help support the charity in other ways, such as by putting together 'Pink Packs' and KA Comfort and Care Bags.

Trustee – part of the team responsible for governing the charity and supporting its direction to achieve its aims and objectives. There are currently six Trustees, as well as one other interested party.

We encourage all our volunteers to attend training courses to ensure they are competent in the role in which they are volunteering and to give them more experience. A training module on 'What Makes A Good Volunteer' was included in the online KA Volunteers' Conference in March and we are currently researching new training modules, on listening and responding, for both new and established volunteers.

In addition, the volunteer process and volunteer handbook continue to be reviewed so that we can continue to improve these too.

8. Campaigning

October is an important month for the charity; it is not only Breast Cancer Awareness Month but it also sees International BRA Day, which highlights Breast Reconstruction Awareness. This year October fell in between heavy Covid restrictions, so we were able to get out a little more than we previously had done to make some noise about the breast cancer and reconstruction. We continued our 'Pink Octobra' campaign throughout the month, raising awareness and funds in different ways, and we worked with a local radio station to go live on two shows a week throughout the month. We had a range of people go on the shows to talk about breast reconstruction from a medical and personal point of view; these conversations were recorded and used on social media and our website to raise awareness and share stories. For BRA Day, we video-recorded an interview with Ruth Harcourt, founder and now a patron of the charity, which we posted on all our social media platforms and again on our website and YouTube, and in the evening celebrated by working with a business supporter of ours, Production Bureau, to light up

their business premises in bright pink lights. Unfortunately, this year the Support Groups weren't in a position to do much to support the campaign, but they supported the work undertaken by Central Services.

9. Fundraising Activities/Income Generation

Raising funds in this year has been incredibly challenging due to the Covid restrictions; the appetite for individual and community fundraising was very little, and we, as a charity, had to cancel planned events due to the new lockdown and social distancing restrictions in place. The Trustees continued to support difficult decisions that had to be made and the ever-changing and moving fundraising plans.

Central Support activities

Virtual fundraising:

We moved into the area of virtual fundraising events as soon as we were able to start planning. Our first was a Big Quiz, hosted by long-standing supporter Chris Bailey, over a series of three fortnightly events. These were conducted live on Facebook, the first time we had ever held a live event online. The three events were a great success.

Our second virtual fundraising activity was a series of three different Bingo Evenings conducted over Zoom, with guest callers. Following the success of this, we held two more in the new year, again with a different guest joining us each time to be our bingo callers.

To celebrate Christmas after a very difficult year, we weren't able to hold our annual Carol Service due to the second lockdown, so instead we hosted a 'Big Christmas Night In' event, an online night of entertainment with singers and music, readings and quiz show entertainment. The evening was presented live on Zoom and also streamed on social media.

Fundraising campaigns:

Central Services continues to run and expand national campaigns which equip and encourage support groups and individuals to take part and get involved.

National Booby Cupcake Month continued for the eighth year running, but unfortunately, being held in April, was severely impacted by the first lockdown. We encouraged people to take a fundraising pack and hold virtual afternoon tea events with friends and family over video calls; unfortunately, however, this was a little early in the confidence and knowledge of new group video call technology and didn't prove too successful. The support groups had all been cancelled, so the usual cake sales that they would have held didn't take place.

We supported Breast Cancer Awareness month with 'Pink Octobra'. We encouraged supporters to take free fundraising packs and do their own activities. As a charity we took the 'Flamingo Flocking' campaign from last year and adapted it for this year's activity to comply with government Covid guidelines. We visited a handful of businesses in Norwich to 'flock' them over a week or two's duration. The images were put on social media and the businesses shared these to help us raise awareness to new audiences.

Other fundraising:

Group activity has been very limited this year for obvious reasons. However, we have encouraged their support and involvement in all things carried out at HQ.

The staff and Trustees took on the Virgin Money Giving's 2.6 challenge, which replaced the London Marathon, and as a team completed the length of a marathon in smaller individual legs in a relay.

The Virgin Money Giving London Marathon went virtual later in the year; we purchased four places in the event and recruited a team of runners to complete the challenge and raise funds for the charity.

We worked with Production Bureau on getting some branded face masks produced; these were available in our two brand colours, pink and blue, and in various sizes, and were sold for a profit.

One of the charity's founders, Beverley Birritteri, took to the streets and walked 122 miles, the distance for the first support group to the second support group and back again, in order to raise funds for the charity.

Christmas cards were designed and purchased for sale in the Original Christmas Card Shop, this was run successfully in a new venue this year and up against some difficult shopping restrictions.

We promoted other ways supporters could help us raise funds through online shopping, now a very popular method of shopping, through portals such as Amazon Smile and Easy Fundraising.

One of the final activities in the year was the launch of the Weather Lottery, a weekly online lottery held by a leading charity lottery company. We are hoping this regular income can grow for the charity.

Grant funding:

We applied for support and funding from trusts, and we were successful in receiving funding from the Government Covid Emergency Fund, local government funds, Pink Ribbon Foundation, Co-op Community Fund and Norfolk Community Foundation, who all supported our charity through funding our services.

Charity of Year:
We were working with local community care company, Able Care, as a 'Charity of the Year' arrangement, however, this was very low key due to the type of service they provided through very difficult conditions.

10. Fundraising outputs

Fundraising has been able to support the charity's running costs, support costs and development throughout this year. We have supported our service-users online through Zoom Speaker Sessions, patient stories and social events. We are producing an improved website with more support services including a FAQ section and Show and Tell video. We have updated our printed materials to keep up to date in these changing times, and sent out many 'Pink Packs' to hospitals around the country, some we have relationships with already and some new. Our funds have been spent on a number of Keeping Abreast Comfort & Care Bags which were given out to those who have been through surgery during Covid, which added another layer of complexity to an already stressful time. We have funded new materials and H&S products to keep our staff and volunteers safe.

11. Structure, Governance and Management

Constituition

The charity is registered as a charitible company limited by guarantee (registered number: 06891388) and is a registered charity (registered number: 1129522).

The charity is constituted under a Memorandum of Association dated 29 April 2009 as amended by special resolutions dated 18 May 2010 and 9 May 2012.

Method of Appointment or Election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Policies Adopted for The Induction and Training of Trustees

New Trustees undergo a Trustee induction to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and to inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. Typically, they will meet with other Trustees and a KA employee to gain a better insight into the role.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

12. Organisational Structure and Decision-Making

Policy decisions are made by the Trustees in Trustee Meetings or by email in accordance with the Governing document.

Insurance Cover

Public and Product Liability cover £5,000,000.

Professional Liability £1,000,000.

13. Financial Review

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate reserves and cash surplus to continue in operational existence for the short to mid-term. During the year the Covid - 19 pandemic has had a significant effect on both the charity's operations and finances. However, due to decisions being made, such as the planned postponement of the fashion show until March 2022 and by utilising grants at the end of this financial year, we are still in a healthy financial position. Tighter financial controls have been put in place and are constantly monitored by our Development Manager and, ultimately, the Trustees.

Financial and Risk Management Objectives and Policies

The Trustees met virtually on six occasions during the year ending 31 March 2021 to discuss and review charity business. The Trustees constantly monitor cash balances and future income streams against obligations and fixed costs. Office rent is paid monthly with no automatic renew clause to give us flexibility.

There are no other fixed costs or on-going commitments other than minor administrative expenses.

Smith and Pinching continue to administer our Pension Scheme for our small team and the administrative side is delivered by our Payroll Provider, CBR Business Solutions in Norwich. We have reviewed the pension scheme in line with new regulations and have increased both our contributions and those of our team in line with the guidance. We perform regular reviews in relation to the hourly rate paid to all our staff members.

With the introduction of virtual fundraising and social events, we have reviewed which event types were more successful both financially and, most importantly, how they have supported our members and Keeping Abreast community.

Principal Risks and Uncertainties

These centre on a reduction in fundraising and/or a loss of volunteers to run the support groups, specifically due to the Covid-19 pandemic. Our Disaster Recovery Plan was put in place just before this year commenced, which enabled us to continue service with staff working from home, based on Government guidelines, along with holding virtual fundraisers, a Volunteers' Day and at-home fundraising games. A specific reporting procedure has been put in place to enable the staff and Trustees to constantly monitor this, and fundraising plans and strategies are being reviewed regularly, to ensure they are both Covid-secure and generating the desired outcomes.

Reserves Policy

The Trustees review the balance of their reserves annually as a minimum, and it is their current policy that they will retain at least £60,000 as a minimum balance. This provides sufficient funds to employ three part-time staff and pay other fixed overheads for a full year without any other income being forthcoming. This year again sees a positive in reserves with free reserves of £93,143 (*2020: £85,305*) as at 31 March 2021. The level of reserves will be monitored closely moving forward, specifically due to the impact of the Covid-19 pandemic. The review of internal financial rules will allow increased visibility of the cash flow.

Principal Funding

The principal source of funding is public donations and internal funding, mainly from individual fundraising efforts, however with Covid-19 the charity has been more reliant on grant funding such as the Coronavirus Community Support Fund and the Coronavirus Job Retention Scheme.

14. Future Developments

- The Trustees intend to strengthen existing support groups and create new ones where possible, with the potential for virtual groups.
- We hope to identify additional projects that fulfil our objectives and contribute to the well-being of patients in a safe environment.
- The Trustees meet six times a year minimum for regular Trustee Meetings with these meetings to continue to be offered virtually in the future to allow for a wider demographic of Trustees. We have devised a Strategic Plan which is constantly monitored and updated in line with our objectives.
- To work to integrate the traditional approaches of the charity with the successful virtual approaches that arose as a result of Covid-19.

In Conclusion

- This has been a challenging year for the charity in terms of development and fundraising.
- We have been able to introduce new initiatives and ways of working thanks to grant funding.
- It is our intention to continue to develop new ways of working to enable us to further support those in need of help when undergoing breast reconstruction.
- We held a very successful KA Volunteers' Conference in March 2021
- Thanks again to the Founders, our army of enthusiastic volunteers, and to my fellow Trustees and our fabulous team of committed staff.

Caroline Scott

Chair of Trustees - Keeping Abreast

Date: 18.09.21

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of Keeping Abreast ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2021.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: Dated: 20 September 2021

Frank Shippam BSc FCA DChA

MA Partners Audit LLP
7 The Close
Norwich
NR1 4DJ

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	*Total funds 2020 £*
Income from:					
Donations and legacies	3	**10,080**	**83,750**	**93,830**	*14,536*
Other trading activities	4	**26,709**	**-**	**26,709**	*79,935*
Total income		**36,789**	**83,750**	**120,539**	*94,471*
Expenditure on:					
Raising funds	5	**2,343**	**98**	**2,441**	*19,987*
Charitable activities		**19,594**	**80,674**	**100,268**	*73,831*
Total expenditure		**21,937**	**80,772**	**102,709**	*93,818*
Net movement in funds		**14,852**	**2,978**	**17,830**	*653*
Reconciliation of funds:					
Total funds brought forward		**110,465**	**11,299**	**121,764**	*121,111*
Net movement in funds		**14,852**	**2,978**	**17,830**	*653*
Total funds carried forward		**125,317**	**14,277**	**139,594**	*121,764*

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 17 to 32 form part of these financial statements.

KEEPING ABREAST
(A Company Limited by Guarantee)
REGISTERED NUMBER: 06891388

BALANCE SHEET
AS AT 31 MARCH 2021

	Note		2021 £		*2020 £*
Fixed assets	10				
			-		-
Current assets					
Stocks	11	**1,052**		*1,186*	
Debtors	12	**4,505**		*4,505*	
Cash at bank and in hand		**136,716**		*117,701*	
		142,273		*123,392*	
Creditors: amounts falling due within one year	13	**(2,679)**		*(1,628)*	
Net current assets			**139,594**		*121,764*
Total net assets			**139,594**		*121,764*
Charity funds					
Restricted funds	14		**14,277**		*11,299*
Unrestricted funds	14		**125,317**		*110,465*
Total funds			**139,594**		*121,764*

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....
Caroline Scott

Date: 18.09.21

The notes on pages 17 to 32 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. General information

Keeping Abreast is a private company limited by guarantee and incorporated in England and Wales. The Charity's registered office is 7 The Close, Norwich, Norfolk, NR1 4DJ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Keeping Abreast meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Covid-19 pandemic has challenged the fundraising activities of the Charity however, grants have helped fill the gap ensuring the Charity's reserves have been maintained during the past 12 months. The Charity therefore continues to have a healthy level of reserves and tight financial controls are in place to ensure the financial position is regularly monitored by the Development Manager and, ultimately, the Trustees. As a result, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future, being a period of at least 12 months from the approval date of these financial statements, and have therefore concluded it appropriate to prepare them on the going concern basis.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.5 Stocks

Stocks are valued at the lower of cost and net realisable value.

2.6 Debtors

Other debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid.

2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.9 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.10 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2. Accounting policies (continued)

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations	6,776	5,000	**11,776**
Grants	3,304	78,750	**82,054**
	10,080	83,750	**93,830**

	Unrestricted funds 2020 £	*Total funds 2020* £
Donations	*14,536*	*14,536*

Included within Grants is £3,304 receivable in relation to the Government's Coronavirus Job Retention Scheme and £65,250 receivable from The National Lottery Community Fund in partnership with the Department for Digital, Culture, Media and Sport. There were no unfulfilled conditions or other contingencies attaching to grants recognised in income.

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £
Merchandise	17	**17**
Other fundraising income	26,692	**26,692**
	26,709	**26,709**

	Unrestricted funds 2020 £	*Restricted funds 2020 £*	*Total funds 2020 £*
Ball	*17,390*	-	*17,390*
Merchandise	*1,173*	-	*1,173*
Cupcake sale	*803*	-	*803*
Other fundraising income	*39,188*	*21,381*	*60,569*
Total 2020	*58,554*	*21,381*	*79,935*

5. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Merchandise - opening stock	1,186	-	**1,186**
Merchandise purchases	17	-	**17**
Other	2,192	98	**2,290**
Merchandise - closing stock	(1,052)	-	**(1,052)**
Total 2021	2,343	98	**2,441**

	Unrestricted funds 2020 £	*Restricted funds 2020 £*	*Total funds 2020 £*
Merchandise - opening stock	*1,521*	-	*1,521*
Fashion show	*1,877*	-	*1,877*
Merchandise purchases	*921*	-	*921*
Ball	*10,512*	-	*10,512*
Other	*2,475*	*3,867*	*6,342*
Merchandise - closing stock	*(1,186)*	-	*(1,186)*
Total 2020	*16,120*	*3,867*	*19,987*

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

6. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £
Charitable activities	82,090	18,178	**100,268**

	Activities undertaken directly 2020 £	*Support costs 2020 £*	*Total funds 2020 £*
Charitable activities	*50,987*	*22,843*	*73,830*

6. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2021 £	*Total funds 2020 £*
Staff costs	**41,623**	*40,325*
Conference	**454**	*2,573*
Keeping Abreast Portraits Exhibition ("KAPE")	**-**	*24*
Hospital equipment and services	**-**	*367*
Patient support	**40,013**	*7,698*
	82,090	*50,987*

Analysis of support costs

	Total funds 2021 £	*Total funds 2020 £*
Group and staff expenses	**136**	*6,041*
Telephone, broadband and office	**5,515**	*4,054*
Insurance	**1,178**	*1,171*
Rent	**8,280**	*8,280*
Covid PPE	**602**	-
Professional fees	**2,467**	*3,297*
	18,178	*22,843*

7. Independent examiner's remuneration

	2021 £	*2020 £*
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	**1,518**	*1,590*

8. Staff costs

	2021	2020
	£	£
Wages and salaries	**39,567**	*39,786*
Contribution to defined contribution pension schemes	**2,056**	*540*
	41,623	*40,326*

The average number of persons employed by the Charity during the year was as follows:

	2021	2020
	No.	No.
Fundraising and development	**2**	*2*
Administration and development	**1**	*1*
	3	*3*

No employee received remuneration amounting to more than £60,000 in either year.

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2020 - £NIL)*.

During the year ended 31 March 2021, expenses totalling £NIL were reimbursed or paid directly to Trustee *(2020 - £85 to 1 Trustee)*.

10. Tangible fixed assets

	Computer equipment £
Cost or valuation	
At 1 April 2020	**400**
At 31 March 2021	**400**
Depreciation	
At 1 April 2020	**400**
At 31 March 2021	**400**
Net book value	
At 31 March 2021	**-**
At 31 March 2020	*-*

11. Stocks

	2021 £	*2020 £*
Finished goods and goods for resale	**1,052**	*1,186*

12. Debtors

	2021 £	*2020 £*
Due within one year		
Other debtors	**4,505**	*4,505*
	4,505	*4,505*

13. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	**1,051**	-
Other creditors	**110**	*110*
Accruals and deferred income	**1,518**	*1,518*
	2,679	*1,628*

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Local group funds	**25,160**	**-**	**-**	**7,014**	**32,174**
General funds					
General funds	**85,305**	**36,789**	**(21,937)**	**(7,014)**	**93,143**
Total Unrestricted funds	**110,465**	**36,789**	**(21,937)**	**-**	**125,317**
Restricted funds					
Macmillan Cancer Support	**740**	**-**	**-**	**-**	**740**
Art exhibition	**10,559**	**-**	**(132)**	**-**	**10,427**
Norfolk Community Foundation Grant COVID 19	**-**	**10,000**	**(8,781)**	**-**	**1,219**
South Norfolk Grant	**-**	**2,500**	**(2,500)**	**-**	**-**
Now More Than Ever	**-**	**65,250**	**(64,236)**	**-**	**1,014**
Co-op	**-**	**1,000**	**(631)**	**-**	**369**
Pink Ribbon Foundation	**-**	**5,000**	**(4,492)**	**-**	**508**
	11,299	**83,750**	**(80,772)**	**-**	**14,277**
Total of funds	**121,764**	**120,539**	**(102,709)**	**-**	**139,594**

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	*Income* £	*Expenditure* £	*Transfers in/out* £	*Balance at 31 March 2020* £
Unrestricted funds					
Designated funds					
Local group funds	*25,160*	-	-	-	*25,160*
General funds					
General funds	*95,211*	*73,089*	*(89,950)*	*6,955*	*85,305*
Total Unrestricted funds	*120,371*	-	*(89,950)*	*6,955*	*110,465*
Restricted funds					
Macmillan Cancer Support	*740*	-	-	-	*740*
Art exhibition	-	*21,381*	*(3,867)*	*(6,955)*	*10,559*
	740	*21,381*	*(3,867)*	*(6,955)*	*11,299*
Total of funds	*121,111*	*21,381*	*(93,817)*	-	*121,764*

14. Statement of funds (continued)

Designated funds

The funds that relate to local groups are designated to be spent within the respective local group region.

Restricted funds

The Charity received a grant of £740 from Macmillan Cancer Support toward our "Women's Wellbeing and Support Weekend".

The Charity received funds from an Art Exhibition toward support related costs.

The Charity received a grant from Norfolk Community Foundation towards support related and employee costs during the Covid pandemic.

The Charity received a grant of £2,500 from South Norfolk Council towards office rent costs during the Covid pandemic.

The Charity received a grant from The National Lottery Community Fund in partnership with the Department for Digital, Culture, Media and Sport in support of the charity's "Now More Than Ever" project. In response to the challenges of the Covid-19 pandemic, this project aim to introduce new ways to offer support into local communities across the UK to enable the charity to reach more vulnerable women in isolated situations.

The Co-op funding is for support related costs.

The Pink Ribbon Foundation provided funding towards support, volunteer and employee costs.

15. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	**25,160**	**-**	**-**	**7,014**	**32,174**
General funds	**85,305**	**36,789**	**(21,937)**	**(7,014)**	**93,143**
Restricted funds	**11,299**	**83,750**	**(80,772)**	**-**	**14,277**
	121,764	**120,539**	**(102,709)**	**-**	**139,594**

Summary of funds - prior year

	Balance at 1 April 2019 £	*Income* £	*Expenditure* £	*Transfers in/out* £	*Balance at 31 March 2020* £
Designated funds	*25,160*	-	-	-	*25,160*
General funds	*95,211*	*73,089*	*(89,950)*	*6,955*	*85,305*
Restricted funds	*740*	*21,381*	*(3,867)*	*(6,955)*	*11,299*
	121,111	*94,470*	*(93,817)*	-	*121,764*

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Current assets	127,996	14,277	**142,273**
Creditors due within one year	(2,679)	-	**(2,679)**
Total	125,317	14,277	**139,594**

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	*Restricted funds 2020* £	*Total funds 2020* £
Current assets	*112,093*	*11,299*	*123,392*
Creditors due within one year	*(1,628)*	-	*(1,628)*
Total	*110,465*	*11,299*	*121,764*

17. Pension commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to **£1,403** (*2020 - £1,476*). Contributions totalling **£110** (*2020 - £110*) were payable to the fund at the balance sheet date and are included in creditors.

18. Related party transactions

There were no related party transactions during the year.