



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month May	Year 2023		Day 30th	Month April	Year 2024

Section A Reference and administration details

Charity name Withybush Hospital Cancer Day Unit Appeal

Other names charity is known by

Registered charity number (if any) 1130261

Charity's principal address 12, Mariners Way, Steynton,

Milford Haven

Pembrokeshire

Postcode

SA73 1AZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Margaret Bond	Chairperson		Trustee Group
2	Bernie George			Trustee Group
3	Anne Howells			Trustee Group
4	Wendy Bradshaw	Secretary		Trustee Group
5	Trish George	Treasurer		Trustee Group
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management**Description of the charity's trusts**

Type of governing document
(eg. trust deed, constitution)

Constitution adopted on 28th April 2009

How the charity is constituted
(eg. trust, association, company)

Association consisting of 5 members

Trustee selection methods
(eg. appointed by, elected by)

Trustees are appointed or reappointed at an Annual General Meeting held in January each year.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Our charity operates independently of other organisations. Contacts with other appropriate charities are maintained on an informal basis.

In planning and delivering all of our activities as a local charity we have continued to keep in mind the Charity Commissions guidance on public benefit, in particular when responding to requests received for specific support.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To preserve and protect the health of patients of Pembrokeshire in need of care and cancer treatments provided by Withybush Hospital , Haverfordwest by providing and assisting in the provision of facilities, support services and equipment not normally provided by the statutory authorities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

- Our charity has witnessed a significant increase in donations this year from families of patients and from local community groups. Our main focus this year has been to support those who have fundraised on our behalf by affording them maximum publicity at local level. Having the opportunity to present their donations to the clinical team at Withybush Hospital has also added value to their fundraising on our behalf.
- We have continued to work closely with our informal partner (Macmillan Cancer Support advisers) to help individual patients identified by the nursing team who may be struggling with financial challenges due to their illness. This work has continued throughout the year and we continue to receive direct and anecdotal evidence that our Patient Support Grant scheme has reduced some of the stress faced by the patients in overcoming the increase costs of heating and travel to access their treatments.
- We remain committed to enabling those clinical team members wishing to increase personal skills and knowledge who cannot gain financial support from the local health board. The results confirm that the clinical team members have benefitted with greater awareness, confidence and knowledge which can be shared within the team.
- During the year our trustees agreed to support an innovative three month pilot project which has addressed the emotive subject of hair loss as a result of chemotherapy. The project has been delivered at Withybush Hospital by Cancer Hair Care who were contracted to the local health board. The project has consisted of nursing team training and direct interface with patients who are going through their treatment at Withybush Hospital. Following a very positive staff and patient evaluation of the pilot we have agreed to support a two year programme of support which began in February 2024.
- In every discussion held by the Trustees the overriding focus has been to ensure that all spending approved by our charity seeks to maximise public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

As a small charity we remain focused on continuing to add value through various equipment purchases, support for personal staff development within the clinical team and forms of practical support to patients. Needs and priorities are determined through Trustee meetings held which involve senior representatives of the clinical team.

Any ad-hoc needs identified are communicated by the clinicians to our liaison officer and shared on each occasion with all trustees where their endorsement is requested and obtained.

A total of **£28,114** was spent during the financial year.

Of this total only £214 was expended on charity running costs (website charges, consumables and postage).

This year we have been able to support a total of 65 patients undergoing cancer treatment through our **Patient Support Grant** scheme at a cost of £22,215. All applicants receive a written endorsement from a clinician and a Macmillan Cancer Support representative prior to approval by two trustees of our charity.

We are contributing 50% of the salary costs over a three year period to enable a nursing team member to gain experience, additional knowledge and skills through work placement experience in centres of excellence. Through further study and work shadowing on a daily basis of an experienced **haematology team** member, vital skills and knowledge in fighting haematology illnesses are being retained at Withybush Hospital.

Where health board funding cannot be accessed we have supported two other members of the team to attend personal self- development modules which have enhanced their skills and updated knowledge

Also during the year we have purchased a small number of furnishings and equipment requested by the team. These include;

- A New Fridge
- Storage cubes for the Wig Room
- Storage boxes for wigs
- Cold packs/trolley
- Nurses stools
- A Phlebotomy chair.

Section E

Financial review

Brief statement of the charity's policy on reserves

All funds raised are unrestricted and are maintained and held by the charity.

Trustee meetings are held regularly and focus entirely on the needs of the patients and the cancer treatment Unit at Withybush Hospital. All funding decisions require the support of all Trustees.

Details of any funds materially in deficit

Not appropriate.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Donations from individuals and community groups continue to be the most significant element of our income as a local charity this year. We continue to receive a high level of support from our local community and we work to ensure each donation is promoted to the public through the press, our website and social media.

Many of the large donations received have been in memory of loved ones previously supported by the staff in the Day Unit.

Section F

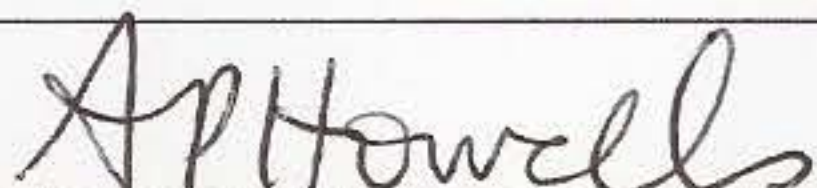
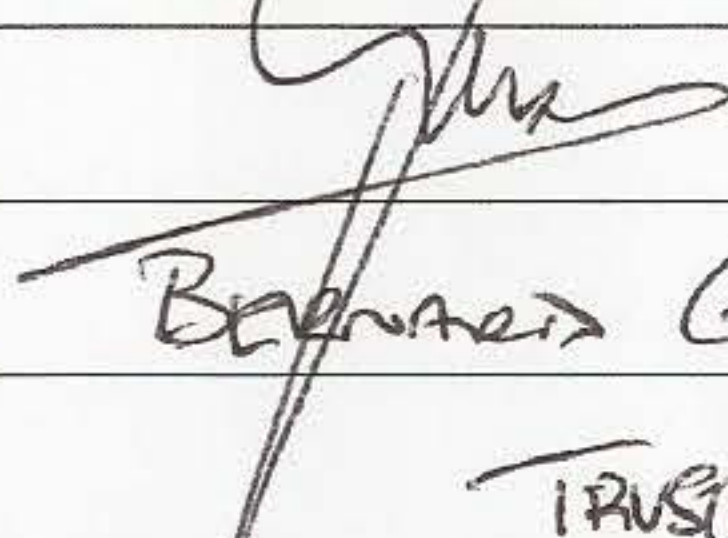
Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ANNE HOWELLS	Bernard George
Position (eg Secretary, Chair, etc)	Trustee	TRUSTEE
Date	15/7/24	

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

CHARITY NUMBER: 1130261

**ACCOUNTS FOR THE YEAR ENDED
30 APRIL 2024**

**EVENS & CO LTD
CHARTERED ACCOUNTANTS**

**Hamilton House
Hamilton Terrace
Milford Haven
Pembrokeshire
SA73 3JP**

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

ANNUAL REPORT FOR THE YEAR ENDED 30 APRIL 2024

Withybush Hospital Cancer Day Unit Appeal is an unincorporated body whose objectives are to preserve and protect the health of patients of Pembrokeshire in need of care and cancer treatments provided by Withybush Hospital, Haverfordwest by providing and assisting in the provision of facilities, support services and equipment not normally provided by the statutory authorities. Its address is at 12 Mariners Way, Steynton, Milford Haven, Pembrokeshire, SA73 1AZ.

TRUSTEES

The trustees during the year to 30 April 2024 were:

Mrs Margaret Bond - Chairperson
Mr Bernie George
Mrs Anne Howells
Mrs Wendy Bradshaw - Secretary
Mrs Patricia George - Treasurer

ADVISERS

The bankers to Withybush Hospital Cancer Day Unit Appeal are Lloyds TSB plc.
The Independent Accountants are Evens & Co Ltd Chartered Accountants of Hamilton House, Hamilton Terrace, Milford Haven.

ADMINISTRATION OF THE ORGANISATION

Withybush Hospital Cancer Day Unit Appeal and its property is administered and managed in accordance with the constitution by the trustees of the Executive Committee.

OBJECTS OF THE CHARITY

The charity's objects are to preserve and protect the health of patients of Pembrokeshire in need of care and cancer treatments provided by Withybush Hospital, Haverfordwest by providing and assisting in the provision of facilities, support services and equipment not normally provided by the statutory authorities.

REVIEW OF THE YEAR

The work of the charity has continued through the year and it is hoped to continue with this on an annual basis.

.....
On behalf of the board of Trustees
Approved on

7/15/24

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

We report on the accounts of Withybush Hospital Cancer Day Unit Appeal for the year ended 30 April 2024, which are set out on pages 3 to 5.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

As the charity's trustees you are responsible for the preparation of the accounts: you consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- Examine the accounts under section 145 of the 2011 Act,
- To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- To state whether particular matters have come to our attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

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

INDEPENDENT EXAMINER'S STATEMENT

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

1. Which give us reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met; or
2. To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Evans & Co Ltd
Chartered Accountants
Hamilton House
Hamilton Terrace
Milford Haven
Pembrokeshire
SA73 3JP

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 APRIL 2024

	2024 £	2024 £
Income Receipts		
Donations		54,660
Interest Received		3,326

Total Receipts		57,986
Expenditure:		
Grants Paid Out	22,770	
Equipment for Cancer Day Unit	5,016	
Sundry Charity Expenses	233	

Total Payments		(28,019)

Net Receipts for the Year		29,967

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

BALANCE SHEET AS AT 30 APRIL 2024

	2024
	£
MONETARY ASSETS	
Lloyds Bank Current Account	36,864
Lloyds Bank Savings Account	141,585

	178,449

TOTAL FUNDS

Opening Balances	148,482
Net Receipts for the Year	29,967

Closing Balances	178,449

Approved on behalf of the board of trustees and signed on their behalf by:


.....
Mr B George

Date 7/10/2024

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024

1. ACCOUNTING POLICIES

Basis of accounting:

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards.

Income and Donations:

Income and donations are accounted for when received and credited to the organisation's bank account.

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

CHARITY NUMBER: 1130261

**ACCOUNTS FOR THE YEAR ENDED
30 APRIL 2024**

**EVENS & CO LTD
CHARTERED ACCOUNTANTS**

**Hamilton House
Hamilton Terrace
Milford Haven
Pembrokeshire
SA73 3JP**

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

ANNUAL REPORT FOR THE YEAR ENDED 30 APRIL 2024

Withybush Hospital Cancer Day Unit Appeal is an unincorporated body whose objectives are to preserve and protect the health of patients of Pembrokeshire in need of care and cancer treatments provided by Withybush Hospital, Haverfordwest by providing and assisting in the provision of facilities, support services and equipment not normally provided by the statutory authorities. Its address is at 12 Mariners Way, Steynton, Milford Haven, Pembrokeshire, SA73 1AZ.

TRUSTEES

The trustees during the year to 30 April 2024 were:

Mrs Margaret Bond - Chairperson
Mr Bernie George
Mrs Anne Howells
Mrs Wendy Bradshaw - Secretary
Mrs Patricia George - Treasurer

ADVISERS

The bankers to Withybush Hospital Cancer Day Unit Appeal are Lloyds TSB plc.
The Independent Accountants are Evens & Co Ltd Chartered Accountants of Hamilton House, Hamilton Terrace, Milford Haven.

ADMINISTRATION OF THE ORGANISATION

Withybush Hospital Cancer Day Unit Appeal and its property is administered and managed in accordance with the constitution by the trustees of the Executive Committee.

OBJECTS OF THE CHARITY

The charity's objects are to preserve and protect the health of patients of Pembrokeshire in need of care and cancer treatments provided by Withybush Hospital, Haverfordwest by providing and assisting in the provision of facilities, support services and equipment not normally provided by the statutory authorities.

REVIEW OF THE YEAR

The work of the charity has continued through the year and it is hoped to continue with this on an annual basis.

.....
On behalf of the board of Trustees
Approved on

7/15/24

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

We report on the accounts of Withybush Hospital Cancer Day Unit Appeal for the year ended 30 April 2024, which are set out on pages 3 to 5.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

As the charity's trustees you are responsible for the preparation of the accounts: you consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- Examine the accounts under section 145 of the 2011 Act,
- To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- To state whether particular matters have come to our attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

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

INDEPENDENT EXAMINER'S STATEMENT

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

1. Which give us reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met; or
2. To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Evans & Co Ltd
Chartered Accountants
Hamilton House
Hamilton Terrace
Milford Haven
Pembrokeshire
SA73 3JP

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 APRIL 2024

	2024 £	2024 £
Income Receipts		
Donations		54,660
Interest Received		3,326

Total Receipts		57,986
Expenditure:		
Grants Paid Out	22,770	
Equipment for Cancer Day Unit	5,016	
Sundry Charity Expenses	233	

Total Payments		(28,019)

Net Receipts for the Year		29,967

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

BALANCE SHEET AS AT 30 APRIL 2024

	2024
	£
MONETARY ASSETS	
Lloyds Bank Current Account	36,864
Lloyds Bank Savings Account	141,585

	178,449

TOTAL FUNDS

Opening Balances	148,482
Net Receipts for the Year	29,967

Closing Balances	178,449

Approved on behalf of the board of trustees and signed on their behalf by:


.....
Mr B George

Date 7/10/2024

WITHYBUSH HOSPITAL CANCER DAY UNIT APPEAL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024

1. ACCOUNTING POLICIES

Basis of accounting:

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards.

Income and Donations:

Income and donations are accounted for when received and credited to the organisation's bank account.