

# THE AMELIA-MAE FOUNDATION

England & Wales · Charity number 1154326

## Details

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**Status** Registered

**Legal form** Charitable company

**Company number** [08676152](#)

**Registered** 2013-10-24

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** C/O Wainwrights Accountants  
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**Website** [www.ameliamaefoundation.co.uk](http://www.ameliamaefoundation.co.uk)

## Activities

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**Objects:** THE CHARITY'S OBJECTS ('OBJECTS') ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING:1.TO PROMOTE AND PROTECT THE PHYSICAL AND MENTAL HEALTH OF SUFFERERS OF NEUROBLASTOMA.WITHOUT PREJUDICE TO THE GENERALITY OF THE FORGOING BY THE PROVISION OF FINANCIAL ASSISTANCE AND SUPPORT (BOTH FOR PATIENTS AND THEIR FAMILIES AS AFFECTED BY THIS CONDITION), EDUCATION AND BY THE GIVING OF PRACTICAL ADVICE AND ASSISTANCE; AND2.TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN ALL AREAS RELATING TO NEUROBLASTOMA CONDITION.

**Activities:** ? To Support families and individuals affected by Neuroblastoma, both financially and via pastoral care? To publicaly raise awareness of Neuroblastoma ? To raise sufficient funds to continue our mission

## Classification

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- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, The General Public/mankind

## Geography

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- Throughout England And Wales

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-09-30	£129,554	£80,586	-	-
2023-09-30	£101,449	£60,695	-	-
2022-09-30	£82,558	£65,276	-	-
2021-09-30	£96,656	£44,991	-	-
2020-09-30	£135,653	£57,515	-	-

## Trustees

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Name	Role	Appointed
JOHN MURRAY	Chair	2013-09-16
ANGELA MARIE DAVIES		2013-09-16
Andy Bowie		2016-05-31

**THE AMELIA-MAE FOUNDATION**

England & Wales - Charity number 1154326

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# Accounts

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Registered Charity Number 1154326  
Registered Company Number 08676152

**THE AMELIA-MAE FOUNDATION  
REPORT AND UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

# THE AMELIA-MAE FOUNDATION

Reports and accounts

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## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the Year Ended 30 September 2024**

#### **Introduction**

The trustees present their annual director's report and financial statements for the year ended 30 September 2024, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **Purpose and Activities of the Charity**

The principal activities of the Charity set out in its memorandum and article of association are:

- To support families and individuals affected by Neuroblastoma, bot financially and via pastoral care
- To publicly raise awareness of Neuroblastoma
- To raise sufficient funds to continue our mission

#### **Public benefit that is provided by the charity**

The charity operates for the public benefit so far as it provides support, advice, guidance to families, whilst raising awareness of Neuroblastoma.

#### **Achievements and performances**

We, the Trustees of The Amelia-Mae Foundation (**AMF**) would like to report the following since our last report:

#### **Support**

- We have maintained support through online 24/7 support and conducted multiple physical visits to families we support.
- We have continued our Skype/Teams meetings with families.
- We have given multiple grants to families in need which have been in the form of one off payments, monthly grants and vouchers.
- We have conducted a Christmas campaign for our families resulting in over £10,000 in support during Dec 23 for our families.
- We have made our Holiday Home available in North Wales with it being full for the majority of the year.
- We have continued to raise awareness of Neuroblastoma in communities.
- We have taken on new families throughout 23/24.
- We have conducted bespoke treks in support of specific children and their families to offer additional support as required.
- We have started to celebrate when children reach No Evidence of Disease (NED), birthday and anniversary milestones to ensure families and children realise AMF will continue to support them through their everyday battle with Neuroblastoma.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the Year Ended 30 September 2024**

#### **Training**

- We have continued to offer our committee members the chance to increase their personal development which include online courses, marketing qualifications and CRM suite training.
- We have continued our bereavement association status to ensure we have suitable, qualified people contacting families.
- Our annual AGM is booked for Mar 25.

#### **Fundraising**

Most outlay is paying for the foundation of the events we hold however, as a committee we always ensure we always aim to hit a higher % raise for all events and have continued to achieve 100% success rate if this. Stand out events include:

- Kilimanjaro 24 – over £10,000 profit raised from 4 trekkers.
- Annual 3 peaks and training treks – Over £20,000 raised.
- Annual Goggins – Over £20,000 raised
- Curious annual business support – Over £3,000 raised
- Holiday Home sponsorship – Serco £6,500 donated

#### **Holiday Home**

Our Holiday Home continues to go from strength to strength with over 30 families visiting our North Wales site throughout this financial year (23/24). We have offered some grants to ensure the visits can remain inclusive and continue to receive great feedback from families.

We conducted an appraisal of the home at the end of this season with the trustees deciding to continue with our current home for at least 5 more years.

Serco have been our sponsor for 23/24 with a £6,500 donation to cover site fees and insurance. We are pleased to announced Wayne Smith from Fairway Drives (Hampshire) has kindly offered to sponsor our holiday home for 24/25.

#### **Summary**

Over the last 12 months we have worked extremely hard to ensure our social media footprint has grown and are working on launching a CRM tool in 2025. We are proud to maintain a voluntary status and have decided as trustees and committee we will maintain this to ensure the identity of the charity is sustained.

Our aim for 2025 is to recruit another trustee to offer fresh, innovative ideas to assist in moving AMF forward.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the Year Ended 30 September 2024**

#### **Financial Review**

##### **Policies on reserves**

The charity aims to maintain sufficient reserves to cover approximately six months running costs. The trustees have the power to invest in such assets as they see fit. Surplus funds are invested with Barclays Bank plc.

##### **Availability and adequacy of assets of the funds.**

The board of Trustee is satisfied that the charity assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

##### **Transactions and Financial position**

The Statement of Financial Activities show net incoming resources for the year of a revenue nature of £48,968 (2023: £40,754).

The total reserves at the year end stand at £312,819 (2023: £263,851)

Free unrestricted liquid reserves at the yearend amounted to £202,819 (2023: £153,851).

##### **Share Capital**

The Company is limited by guarantee and therefore has no share capital.

##### **Reference and administrative details**

Date of incorporation	30 <sup>th</sup> September 2013
Company Registration Number	08676152
The Registered Office is	C/O Wainwrights Accountants Faversham House, Wirral International Business Park, Old Hall Road, Bromborough, Wirral, CH62 3NX
Charity Registration Number	1154326

##### **Directors and trustees**

The trustees of the charity are also directors of the company. The following trustees are registered as company directors:

John R Murray, Andrew Bowie, Angela Davies, Fr David Gamble

The Trustees are also directly engaged in the activities of the charity, providing leadership and direction, this is to be reviewed annually via a vote - normally between 1 August – 30 September. The day-to-day operations of the charity are governed by trustees who are directly engaged in the activity of the charity. Operational and tactical decisions are made by this group. The direction and strategy are discussed at a regular trustees meeting.

Our committee values remain strong and intact, with regular meetings and updates to our supporters. We continue to recruit the right committee members who can have a positive impact with the daily activities of the charity.

##### **Nature of the Governing Documents and Constitution of the Charity**

The organisation is a charitable company limited by guarantee, incorporated on 4<sup>th</sup> September 2013 and registered as a charity on 22 October 2013. The Company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Article of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the Year Ended 30 September 2024**

#### **The methods adopted for the recruitment and appointment of new trustees**

The directors of the company are also charity trustees for the purpose of charity law and under the Company's Articles the directors are known as members of the charity.

The directors are chosen to bring a wide variety of skills to the charity management. Trustees are selected on the basis of the sharing of the vision for the charity and whether their skills are those needed in order for the charity's objectives to be advanced.

Any new appointment is considered by the trustees in their regular meetings and one of their number is deputed to approach the individual concerned.

It is intended that in future new trustees will be required to shadow existing trustees prior to their appointment. New trustees are encouraged to engage in a suitable period of training.

All decisions are made directly by or by consultation with the trustees as a body.

#### **Independent Examiner**

Andrew Wainwright, Wainwrights Accountants, Faversham House, Wirral International Business Park, Old Hall Road, Bromborough, Wirral, CH62 3NX.

#### **Statement of Director's and Trustees' Responsibilities**

The charity trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**THE AMELIA-MAE FOUNDATION**

**The report of the Trustees for the Year Ended 30 September 2024**

**Statements as to disclosure to our independent examiner**

In so far as the trustees are aware at the time of approving our trustees' annual report: There is no relevant information, being information needed by the independent examiner in connection with preparing their report, of which the group's auditor is unaware, and the trustees, having made enough enquiries of fellow directors that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant independent examination information and to establish that the independent examiner is aware of that information.

By order of the board of trustees

This report was approved by the board of Trustees on 13<sup>th</sup> January 2025

A handwritten signature in black ink, appearing to read 'Andrew Bowie', with a stylized flourish at the end.

**Andrew Bowie**  
**Deputy Chair/Trustee**

## **THE AMELIA-MAE FOUNDATION**

### **Independent Examiner's Report to the Trustees of the Charity**

### **Report of the Independent Examiners to the Trustees on the account of the Charity for the Year Ended 30 September 2024**

I report on the financial statement of the charitable company on page 9 to 17 for the year ended 30 September 2024.

#### **Respective responsibilities of the Trustees and Examiner**

As the charity trustees, who are also directors of the company for the purpose of the company law, you are responsible for preparation of the accounts in accordance with the requirements of the Companies Act 2006. Having satisfied myself that the charity is not subject to audit under company law and under section 144(2) of the Charities Act 2011 ("the Charities Act") and is eligible for independent examination. It is my responsibility to:

- Examine accounts under the section 145 of the Charities Act;
- Follow the procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention

#### **Basis of opinion and scope of work undertaken**

My examination was carried out in accordance to general directions given by the charity commission. An examination includes a review of accounting records, kept by the charity and a comparison of accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts and seeks explanations from the Trustees concerning any such matters. The procedure undertaken does not provide all the evidence that would be required in an audit. Consequently, no opinion is given to whether the accounts present a true and fair view and report is limited to the matters set out in the statement below.

#### **Independent Examiner's Statement**

In connection with examination, no matters have come to my attention.

Which gives me reasonable cause to believe that in any material respect the requirements;

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records and comply with accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statements of Recommended Practice: Accounting and reporting by Charities have not been met; or,
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Andrew Wainwright, Wainwrights Accountants, Faversham House, Wirral International Business Park, Old Hall Road, Bromborough, Wirral, CH62 3NX.

The date upon which my opinion is expressed is: 13<sup>th</sup> January 2025

**THE AMELIA-MAE FOUNDATION**  
**Statement of Financial Activities**  
**For the year ended 30<sup>th</sup> September 2024**

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Last Year Total Funds 2023 £
<b>Income</b>					
Fundraising, donations, and legacies	3	127,407	-	127,407	100,750
Interest Income	4	2,147	-	2,147	699
<b>Total Income</b>		<b>129,554</b>	<b>-</b>	<b>129,554</b>	<b>101,449</b>
<b>Expenditure</b>					
Expenditure on charitable activities	5	79,866	-	79,866	59,255
Governance	6	720	-	720	1,440
<b>Total expenditure</b>		<b>80,586</b>	<b>-</b>	<b>80,586</b>	<b>60,695</b>
<b>Net income for the year</b>		<b>48,968</b>	<b>-</b>	<b>48,968</b>	<b>40,754</b>
<b>Gross transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>48,968</b>	<b>-</b>	<b>48,968</b>	<b>40,754</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>263,851</b>	<b>-</b>	<b>263,851</b>	<b>223,097</b>
<b>Total funds carried forward</b>		<b>312,819</b>	<b>-</b>	<b>312,819</b>	<b>263,851</b>

The net movement in funds to above in the net incoming resources as defined in the statement of Recommendation Practice for Accounting and reporting issued by the Charity Commission for England and Wales and is reconciled to the total funds as shown in the Balance Sheet on page 12 as required by the said statement.

**All activities derive from continuing operation**

**The notes on page 13 to 17 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**  
**Statement of Financial Activities for the year ended 30<sup>th</sup> September 2024 Analysis**  
**of prior year total funds as required by paragraph 4.2 of Statement of**  
**Recommended Practice (SORP)**

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
<b>Income</b>				
Fundraising, donations, and legacies	3	100,750	-	100,750
Interest Income	4	699	-	699
<b>Total Income</b>		<b>101,449</b>	<b>-</b>	<b>101,449</b>
<b>Expenditure</b>				
Expenditure on charitable activities	5	59,255	-	59,255
Governance	6	1,440	-	1,440
<b>Total expenditure</b>		<b>60,696</b>	<b>-</b>	<b>60,696</b>
<b>Net income for the year</b>		<b>40,754</b>	<b>-</b>	<b>40,754</b>
<b>Gross transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>40,754</b>	<b>-</b>	<b>40,754</b>
<b>Reconciliation of funds:</b>				
<b>Total funds brought forward</b>		<b>223,097</b>	<b>-</b>	<b>223,097</b>
<b>Total funds carried forward</b>		<b>263,851</b>	<b>-</b>	<b>263,851</b>

All activities derive from continuing operation.

The notes on page 13 to 17 form an integral part of these accounts

**THE AMELIA-MAE FOUNDATION**

**Statement of Financial Activities for the year ended 30 September 2024**

**Income and Expenditure Account as required by the Companies Act for the year ended 30 September 2024**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	127,407	100,750
Direct costs of turnover	79,866	59,255
<b>Gross surplus</b>	<b>47,541</b>	<b>41,495</b>
Governance costs	720	1,440
<b>Operating surplus</b>	<b>46,821</b>	<b>40,055</b>
Interest receivable	2,147	699
<b>Surplus on ordinary activities before tax</b>	<b>48,968</b>	<b>40,754</b>
<b>Retained surplus for the financial year</b>	<b>48,968</b>	<b>40,754</b>

**All activities derive from continuing operations**

**The notes on pages 13 to 17 form integral part of these accounts.**

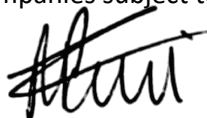
**THE AMELIA-MAE FOUNDATION****Company Number****08676152****Balance Sheet****As at 30<sup>th</sup> September 2024**

		<b>2024</b>		<b>2023</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fixed Assets</b>					
Tangible assets	<b>10</b>		<u>110,000</u>		<u>110,000</u>
<b>Total fixed assets</b>			<b>110,000</b>		<b>110,000</b>
<b>Current Assets</b>					
Cash at the bank and in hand			<u>204,712</u>		<u>154,969</u>
<b>Total current assets</b>			<b>204,712</b>		<b>154,969</b>
<b>Creditors: -</b>					
Amount due within one year	<b>11</b>		<u>(1,893)</u>		<u>(1,118)</u>
<b>Net current assets</b>			<u><b>312,819</b></u>		<u><b>153,851</b></u>
<b>Net assets</b>			<u><b>312,819</b></u>		<u><b>263,851</b></u>
<b>The funds of the charity</b>					
<b>Unrestricted income funds</b>					
Unrestricted revenue accumulated funds	<b>12</b>		<u>312,819</u>		<u>263,851</u>
Total unrestricted funds			<u>312,819</u>		<u>263,851</u>
<b>Total charity funds</b>			<u><b>312,819</b></u>		<u><b>263,851</b></u>

The directors are satisfied that the year ended on 30 September 2024 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 8.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.



p.p. Andy Bowie

**John Murray - Trustee****Approved by the board of Trustees on 13<sup>th</sup> January 2025****The notes on page 13 to 17 form an integral part of these accounts**

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2024

#### 1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP(FRS 102) the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets & liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes(s).

##### b) Preparation of the accounts on a going concern basis

The financial statements are prepared on a going concern. The Charity is entirely dependent on continuing grant and donation support and as a consequence the going concern basis is also dependent on that continuing financial support.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. Income received in advance of the provision of specified services is deferred until the criteria for income recognition are met.

##### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

##### e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2024

#### f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the consists of commercial trading.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities. These costs have been allocated between costs of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 1.

#### i) Cash at bank and in hand

Cash at bank and cash 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.

#### j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### k) 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

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2024

at transaction value and subsequently measured at their settlement value with the exception of bank loan which are subsequently measured at amortised cost using the effective interest method.

#### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### 3 Income from fundraising donations and legacies

	2024 £	2023 £
Fundraising	82,842	39,738
Gifts and donations	46,565	30,532
Grants from charities	-	30,000
Donated services	-	480
	<u>127,407</u>	<u>100,750</u>

The Trust benefits from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 4 Investment Income

All of the Charity's investment income of £2,147 (2023: £699) arises from money held in interest bearing deposit accounts.

#### 5 Analysis of expenditure on charitable activities

	2024 £	2023 £
Publicising and fundraising activities	35,249	27,641
Grants and gifts	29,853	21,120
Holiday home running cost	6,586	5,546
Wages and salaries	-	-
Administration	6,386	3,833
Travel and other related expenses	1,792	1,115
Total	<u>79,866</u>	<u>59,255</u>

The expenditure on charitable activities of £79,866 (2023: £59,225) was all unrestricted.

**THE AMELIA-MAE FOUNDATION****Notes to the Accounts for the year ended 30 September 2024****6 Analysis of governance and support costs**

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance cost, the remaining support costs together with the governance costs are allocated between the key charitable activities undertaken in the year.

	<b>Analysis of support and governance costs</b>			
	<b>General support</b>	<b>Governance Function</b>	<b>Total</b>	<b>Basis of apportionment</b>
	<b>£</b>	<b>£</b>	<b>£</b>	
Independent Examiner	<u>-</u>	<u>720</u>	<u>720</u>	Governance

**7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel.**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Salaries and wages	<u>-</u>	<u>-</u>

No employees had employee benefits in excess of £60,000 (2021: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

The charity trustees were not paid or received any other benefits from employment with charity in the year neither were they reimbursed expenses during the year.

The key management personnel of the charity comprise the Trustees.

**8 Staff Numbers**

The average monthly head count was 1 part time person (2023: 1) and the average monthly number of staff during the year were as follows:

	<b>2024</b>	<b>2023</b>
	<b>Number</b>	<b>Number</b>
Charitable activities	<u>1</u>	<u>1</u>

**9 Corporation Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**THE AMELIA-MAE FOUNDATION**

**Notes to the Accounts for the year ended 30 September 2024**

**10 Tangible fixed assets**

	<b>Freehold Land and Buildings £</b>	<b>Total £</b>
Cost:		
As of 1 October 2023,	110,000	110,000
<b>As of 30 September 2024</b>	<b><u>110,000</u></b>	<b><u>110,000</u></b>
Net book value		
As of 1 October 2023	<u>110,000</u>	<u>110,000</u>
<b>As of 30 September 2024</b>	<b><u>110,000</u></b>	<b><u>110,000</u></b>

**11 Creditors: amounts falling due within one year**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Accrued expenses	<u><b>1,893</b></u>	<u><b>1,118</b></u>

**12 Analysis of charitable funds**

**Analysis of movements in funds**

	<b>Balance 1 October 2023 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Funds 30 September 2024 £</b>
<b>General fund</b>	<u>263,851</u>	<u>129,554</u>	<u>(80,586)</u>	<u>-</u>	<u>312,819</u>

General fund                      The 'free reserves' after allowing for all designated funds

**THE AMELIA-MAE FOUNDATION**

England & Wales - Charity number 1154326

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# Accounts

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Registered Charity Number 1154326  
Registered Company Number 08676152

**THE AMELIA-MAE FOUNDATION  
REPORT AND UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

# THE AMELIA-MAE FOUNDATION

Reports and accounts

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## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2023**

#### **Introduction**

The trustees present their annual director's report and financial statements for the year ended 30 September 2023, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **Purpose and Activities of the Charity**

The principal activities of the charity set out in its memorandum and article of association are:

- To support families and individuals affected by Neuroblastoma, both financially and via pastoral care
- To publicly raise awareness of Neuroblastoma
- To raise sufficient funds to continue our mission

#### **Public benefit that is provided by the charity**

The charity operates for the public benefit so far as it provides support, advice, guidance to families, whilst raising awareness of Neuroblastoma.

#### **Achievements and performances**

We, the Trustees of The Amelia-Mae Foundation (**AMF**) would like to report the following since our last report:

#### **Support**

- We have maintained support through a new online process which has reduced our travel costs and allowed us to maintain 24/7 emotional support.
- We have continued our Skype family meetings.
- We have continued to conduct some targeted support for some of our families who have requested support.
- We have continued to offer several grants in line with our aims and objectives.
- We have continued to conduct targeted campaigns via our social media to raise awareness about Neuroblastoma.
- We have supported over 30 families with a holiday at our Holiday Home at The Robin Hood Holiday home in Rhyl.
- We have agreed to support a number of Neuroblastoma families with food and other vouchers (Toys, Amazon, SHEIN etc) during Xmas 2022 and will continue this in 2023.
- We have continued to offer community support to raise awareness of AMF and Neuroblastoma.
- We have taken on several families during the year, proving there is still need for our service.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2023**

#### **Training**

- We have continued to offer our committee members training to ensure we have the most Suitable, Qualified, Experienced and Professional people on our committee. We have given Ryan a budget to continue his development to support the charity within the social media and online spaces.
- We have continued our bereavement association status to ensure we have qualified people supporting the families.
- Our Annual AGM is booked for Feb 24.

#### **Fundraising**

- Most of our outlay is conducting fundraising events but we also measure the return and the necessity to create more than the cost. Events throughout this year include:
  - Mera Peak - over £30,000 raised (some raised in 2022s report)
  - 3 Peaks (annual) - Over £23,000 raised (some raised in 2024s report)
  - Bahrain 12 Hour Spinathon - Over £2000 raised
  - Goggins challenge - over £5000 raised
  - Verto annual ball and support - over £9000 raised
  - Curious annual business support - over £3000 raised

#### **Holiday Home**

- Our Holiday Home has proven to be a huge success. Although the proposed running of the Holiday Home during our last report was a more manual process, we have invested in an autonomous system and Andy Bowie is now managing the holiday home. This enables us to direct families to the website and request a booking direct, which has proven to be extremely popular with our families. We have also had Trustees, Committee Members, Supporters and members of the public book, pay and use the facility to raise additional funds to support the sustainability of the asset.
- We are raising as much surplus as we can (current £148,000) to ensure we have sustainable surplus funds to maintain and sustain this high quality facility and asset.
- We currently have Curious as the Holiday Home sponsor, 2023 we have SERCO and in 2025 we have Fairway Driveways. This has been the effect of sharing the families experiences online, people are keen to support.

#### **Summary**

- Over the last 12 months we have worked hard to ensure we have regained momentum in regards support for AMF and awareness of Neuroblastoma. We have had a successful year and have all the policies in place to offer sustainable support to Neuroblastoma families.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2023**

#### **Financial Review**

##### **Policies on reserves**

The charity aims to maintain sufficient reserves to cover approximately six months running costs. The trustees have the power to invest in such assets as they see fit. Surplus funds are invested with Barclays Bank plc.

##### **Availability and adequacy of assets of the funds.**

The board of Trustee is satisfied that the charity assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

##### **Transactions and Financial position**

The Statement of Financial Activities show net incoming resources for the year of a revenue nature of £40,754 (2022: £17282).

The total reserves at the yearend stand at £263,851 (2022: £223,097)

Free unrestricted liquid reserves at the yearend amounted to £153,851 (2022: £113,097).

##### **Share Capital**

The Company is limited by guarantee and therefore has no share capital.

##### **Reference and administrative details**

Date of incorporation	30 <sup>th</sup> September 2013
Company Registration Number	08676152
The Registered Office is	13 Village Road, Higher Bebington, Wirral CH63 8PP
Charity Registration Number	1154326

##### **Directors and trustees**

The trustees of the charity are also directors of the company. The following trustees are registered as company directors:

John R Murray      Andrew Bowie      Angela Davies  
Fr David Gamble

The Trustees are also directly engaged in the activities of the charity, providing leadership and direction, this is to be reviewed annually via a vote - normally between 1 August – 30 September. The day-to-day operations of the charity are governed by trustees who are directly engaged in the activity of the charity. Operational and tactical decisions are made by this group. The direction and strategy are discussed at a regular trustees meeting.

Our committee values remain strong and intact, with regular meetings and updates to our supporters. We continue to recruit the right committee members who can have a positive impact with the daily activities of the charity.

##### **Nature of the Governing Documents and Constitution of the Charity**

The Organisation is a charitable company limited by guarantee, incorporated on 4<sup>th</sup> September 2013 and registered as a charity on 22 October 2013. The Company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Article of Association. In the event of

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2023**

the company being wound up, members are required to contribute an amount not exceeding £1.

#### **The methods adopted for the recruitment and appointment of new trustees**

The directors of the company are also charity trustees for the purpose of charity law and under the Company's Articles the directors are known as members of the charity.

The directors are chosen to bring a wide variety of skills to the charity management.

Trustees are selected on the basis of the sharing of the vision for the charity and whether their skills are those needed in order for the charity's objectives to be advanced.

Any new appointment is considered by the trustees in their regular meetings and one of their number is deputed to approach the individual concerned.

It is intended that in future new trustees will be required to shadow existing trustees prior to their appointment. New trustees are encouraged to engage in a suitable period of training.

All decisions are made directly by or by consultation with the trustees as a body.

#### **Independent Examiner**

Malcolm Wright FCA, Elpizo Limited, Chartered Accountants, 13 Village Road, Higher Bebington, Wirral, CH63 8PP

#### **Statement of Director's and Trustees' Responsibilities**

The charity trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the

**THE AMELIA-MAE FOUNDATION**

**The report of the Trustees for the year ended 30 September 2023**

United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Statements as to disclosure to our independent examiner**

In so far as the trustees are aware at the time of approving our trustees' annual report: There is no relevant information, being information needed by the independent examiner in connection with preparing their report, of which the group's auditor is unaware, and the trustees, having made enough enquiries of fellow directors that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant independent examination information and to establish that the independent examiner is aware of that information.

By order of the board of trustees

This report was approved by the board of Trustees on 10 November 2023

**Andrew Bowie**  
**Deputy Chair/Trustee**

## **THE AMELIA-MAE FOUNDATION**

### **Independent Examiner's Report to the Trustees of the Charity**

### **Report of the Independent Examiners to the Trustees on the account of the Charity for the year ended 30 September 2023**

I report on the financial statement of the charitable company on page 9 to 17 for the year ended 30 September 2023.

#### **Respective responsibilities of the Trustees and Examiner**

As the charity trustees, who are also directors of the company for the purpose of the company law, you are responsible for preparation of the accounts in accordance with the requirements of the Companies Act 2006. Having satisfied myself that the charity is not subject to audit under company law and under section 144(2) of the Charities Act 2011 ("the Charities Act") and is eligible for independent examination. It is my responsibility to:

- Examine accounts under the section 145 of the Charities Act;
- Follow the procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention

#### **Basis of opinion and scope of work undertaken**

My examination was carried out in accordance to general directions given by the charity commission. An examination includes a review of accounting records, kept by the charity and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the Trustees concerning any such matters. The procedure undertaken does not provide all the evidence that would be required in an audit. Consequently, no opinion is given to whether the accounts present a true and fair view and report is limited to the matters set out in the statement below.

#### **Independent Examiner's Statement**

In connection with examination, no matters have come to my attention.

Which gives me reasonable cause to believe that in any material respect the requirements;

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records and comply with accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statements of Recommended Practice: Accounting and reporting by Charities have not been met; or,
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Malcolm Wright, Chartered Accountant  
Elpizo Limited, 13 Village Road, Higher Bebington, Wirral CH63 8PP

The date upon which my opinion is expressed is: 10 November 2023

**THE AMELIA-MAE FOUNDATION**  
**Statement of Financial Activities**  
**For the year ended 30<sup>th</sup> September 2023**

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Last Year Total Funds 2022 £
<b>Income</b>					
Fundraising, donations, and legacies	3	100,750	-	100,750	82,543
Interest Income	4	699	-	699	15
<b>Total Income</b>		<b>101,449</b>	<b>-</b>	<b>101,449</b>	<b>82,558</b>
<b>Expenditure</b>					
Expenditure on charitable activities	5	59,255	-	59,255	63,656
Governance	6	1,440	-	1,440	1,620
<b>Total expenditure</b>		<b>60,696</b>	<b>-</b>	<b>60,695</b>	<b>65,276</b>
<b>Net income for the year</b>		<b>40,754</b>	<b>-</b>	<b>40,754</b>	<b>17,282</b>
<b>Gross transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>40,754</b>	<b>-</b>	<b>40,754</b>	<b>17,282</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>223,097</b>	<b>-</b>	<b>223,097</b>	<b>205,815</b>
<b>Total funds carried forward</b>		<b>263,851</b>	<b>-</b>	<b>263,851</b>	<b>223,097</b>

The net movement in funds to above in the net incoming resources as defined in the statement of Recommendation Practice for Accounting and reporting issued by the Charity Commission for England and Wales and is reconciled to the total funds as shown in the Balance Sheet on page 12 as required by the said statement.

**All activities derive from continuing operation**

**The notes on page 13 to 17 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION****Statement of Financial Activities for the year ended 30<sup>th</sup> September 2023****Analysis of prior year total funds as required by paragraph 4.2 of Statement of Recommended Practice (SORP)**

		<b>Unrestricted Funds 2022 £</b>	<b>Restricted Funds 2022 £</b>	<b>Total Funds 2022 £</b>
<b>Income</b>				
Fundraising, donations, and legacies	<b>3</b>	82,543	-	82,543
Interest Income	<b>4</b>	<u>15</u>	-	<u>15</u>
<b>Total Income</b>		<b><u>82,558</u></b>	<b>-</b>	<b><u>82,558</u></b>
<b>Expenditure</b>				
Expenditure on charitable activities	<b>5</b>	63,656	-	63,656
Governance	<b>6</b>	<u>1,620</u>	-	<u>1,620</u>
<b>Total expenditure</b>		<b><u>65,276</u></b>	<b>-</b>	<b><u>65,276</u></b>
<b>Net income for the year</b>		<b>17,282</b>	<b>-</b>	<b>17,282</b>
<b>Gross transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b><u>17,282</u></b>	<b>-</b>	<b><u>17,282</u></b>
<b>Reconciliation of funds:</b>				
<b>Total funds brought forward</b>		<b><u>205,815</u></b>	<b>-</b>	<b><u>205,815</u></b>
<b>Total funds carried forward</b>		<b><u>223,097</u></b>	<b>-</b>	<b><u>223,097</u></b>

All activities derive from continuing operation.

The notes on page 13 to 17 form an integral part of these accounts

**THE AMELIA-MAE FOUNDATION**

**Statement of Financial Activities for the year ended 30 September 2023**

**Income and Expenditure Account as required by the Companies Act for the year ended 30 September 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	100,750	82,543
Direct costs of turnover	<u>59,255</u>	<u>63,656</u>
<b>Gross surplus</b>	<b><u>41,495</u></b>	<b><u>18,887</u></b>
Governance costs	<u>1,440</u>	<u>1,620</u>
<b>Operating surplus</b>	<b><u>40,055</u></b>	<b><u>17,267</u></b>
Interest receivable	<u>699</u>	<u>15</u>
<b>Surplus on ordinary activities before tax</b>	<b><u>40,754</u></b>	<b><u>17,282</u></b>
<b>Retained surplus for the financial year</b>	<b><u>40,754</u></b>	<b><u>17,282</u></b>

All activities derive from continuing operations

The notes on pages 13 to 17 form integral part of these accounts.

**THE AMELIA-MAE FOUNDATION****Company Number****08676152****Balance Sheet****As at 30<sup>th</sup> September 2023**

		<b>2023</b>		<b>2022</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fixed Assets</b>					
Tangible assets	<b>10</b>		<u>110,000</u>		<u>110,000</u>
<b>Total fixed assets</b>			<b>110,000</b>		<b>110,000</b>
<b>Current Assets</b>					
Cash at the bank and in hand		<u>154,969</u>		<u>114,324</u>	
<b>Total current assets</b>		<b>154,969</b>		<b>114,324</b>	
<b>Creditors: -</b>					
Amount due within one year	<b>11</b>	<u>(1,118)</u>		<u>(1,227)</u>	
<b>Net current assets</b>			<u>153,851</u>		<u>113,097</u>
<b>Net assets</b>			<u>263,851</u>		<u>223,097</u>
<b>The funds of the charity</b>					
<b>Unrestricted income funds</b>					
Unrestricted revenue accumulated funds	<b>12</b>	<u>263,851</u>		<u>223,097</u>	
Total unrestricted funds			<u>263,851</u>		<u>223,097</u>
<b>Total charity funds</b>			<u>263,851</u>		<u>223,097</u>

The directors are satisfied that the year ended on 30 September 2023 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 8.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

**John Murray - Trustee**

**Approved by the board of Trustees on 10 November 2023**

**The notes on page 13 to 17 form an integral part of these accounts**

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2023

#### 1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP(FRS 102) the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets & liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes(s).

##### b) Preparation of the accounts on a going concern basis

The financial statements are prepared on a going concern. The Charity is entirely dependent on continuing grant and donation support and as a consequence the going concern basis is also dependent on that continuing financial support.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. Income received in advance of the provision of specified services is deferred until the criteria for income recognition are met.

##### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

##### e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2023

#### f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the consists of commercial trading.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities. These costs have been allocated between costs of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 1.

#### i) Cash at bank and in hand

Cash at bank and cash 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.

#### j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### k) 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

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2023

at transaction value and subsequently measured at their settlement value with the exception of bank loan which are subsequently measured at amortised cost using the effective interest method.

#### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### 3 Income from fundraising donations and legacies

	2023	2022
	£	£
Fundraising	39,738	33,656
Gifts and donations	30,532	49,467
Grants from charities	30,000	-
Donated services	480	420
	<u>100,750</u>	<u>82,543</u>

The Trust benefits from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 4 Investment Income

All of the Charity's investment income of £699 (2022: £15) arises from money held in interest bearing deposit accounts.

#### 5 Analysis of expenditure on charitable activities

	2023	2022
	£	£
Publicising and fundraising activities	27,641	6,061
Grants and gifts	21,120	35,794
Holiday home running cost	5,546	-
Wages and salaries	-	2,410
Administration	3,833	6,850
Travel and other related expenses	1,115	12,540
Total	<u>59,255</u>	<u>63,655</u>

The expenditure on charitable activities of £59,255 (2022: £63,655) was all unrestricted.

**THE AMELIA-MAE FOUNDATION****Notes to the Accounts for the year ended 30 September 2023****6 Analysis of governance and support costs**

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance cost, the remaining support costs together with the governance costs are allocated between the key charitable activities undertaken in the year.

	<b>Analysis of support and governance costs</b>			<b>Basis of apportionment</b>
	<b>General support</b>	<b>Governance Function</b>	<b>Total</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	
Independent Examiner	<u>-</u>	<u>1,440</u>	<u>1,440</u>	Governance

**7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel.**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Salaries and wages	<u>-</u>	<u>2,410</u>

No employees had employee benefits in excess of £60,000 (2021: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

The charity trustees were not paid or received any other benefits from employment with charity in the year neither were they reimbursed expenses during the year.

The key management personnel of the charity comprise the Trustees.

**8 Staff Numbers**

The average monthly head count was 1 part time person (2022: 1) and the average monthly number of staff during the year were as follows:

	<b>2023</b>	<b>2022</b>
	<b>Number</b>	<b>Number</b>
Charitable activities	<u>-</u>	<u>1</u>

**9 Corporation Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**THE AMELIA-MAE FOUNDATION**  
**Notes to the Accounts for the year ended 30 September 2023**

**10 Tangible fixed assets**

	<b>Freehold Land and Buildings £</b>	<b>Total £</b>
Cost:		
As of 1 October 2022,	110,000	110,000
	<hr/>	
<b>As of 30 September 2023</b>	<b><u>110,000</u></b>	<b><u>110,000</u></b>
Net book value		
As of 1 October 2022	<u>110,000</u>	<u>110,000</u>
<b>As of 30 September 2023</b>	<b><u>110,000</u></b>	<b><u>110,000</u></b>

**11 Creditors: amounts falling due within one year**

	<b>2023 £</b>	<b>2022 £</b>
Accrued expenses	<u>1,118</u>	<u>1,227</u>

**12 Analysis of charitable funds**  
**Analysis of movements in funds**

	<b>Balance 1 October 2022 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Funds 30 September 2023 £</b>
<b>General fund</b>	<u>223,097</u>	101,449	(60,695)	-	<u>263,851</u>

General fund                      The 'free reserves' after allowing for all designated funds

**THE AMELIA-MAE FOUNDATION**

England & Wales - Charity number 1154326

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# Accounts

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Registered Charity Number 1154326  
Registered Company Number 08676152

**THE AMELIA-MAE FOUNDATION  
REPORT AND UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

# THE AMELIA-MAE FOUNDATION

## Reports and accounts

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## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2022**

#### **Introduction**

The trustees present their annual director's report and financial statements for the year ended 30 September 2022, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **Purpose and Activities of the Charity**

The principal activities of the charity set out in its memorandum and article of association are:

- To support families and individuals affected by Neuroblastoma, both financially and via pastoral care
- To publicly raise awareness of Neuroblastoma
- To raise sufficient funds to continue our mission

#### **Public benefit that is provided by the charity**

The charity operates for the public benefit so far as it provides support, advice, guidance to families, whilst raising awareness of Neuroblastoma.

#### **Achievements and performances**

We, the Trustees of The Amelia-Mae Foundation (**AMF**) would like to report the following since our last report:

#### **Support**

- We have maintained the reduction of face-to-face visits due to the continued risks of COVID but have also maintained the 24/7 emotional support.
- We have introduced some Skype/Facetime meetings with families.
- We have conducted some targeted fundraising events for families to offer financial support due to the cost of living and pressures that Neuroblastoma treatment present.
- We have offered several grants to families for a number of different reasons.
- We have continued to share targeted campaigns by families whilst trying to raise the profile of Neuroblastoma.
- We have conducted some hospital presents drop offs.
- In Aug/Sep 22 we purchased our Holiday Home at Lyon's Holiday Park, Robin Hood, Rhyl. Our first family are due to be there on Saturday 22 October 2022 and we have bookings up to the 6-week closure in January 2023.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2022**

#### **Training**

- We have continued to offer our committee members and Trustees training to assist them with the development of AMF. Our social media and branding manager, Ryan has conducted multiple online courses to enhance our brand.
- We have renewed our annual membership to the bereavement association status for our family liaison team led by Angie.
- We have migrated to Microsoft Team and Andy has given training to all our committee and trustees.
- Our annual AGM has been postponed due to our Chair of Trustees attending the Mera Peak challenge in November 2022 and is planned for January 2023.

#### **AMF Holiday Home**

- During August 2022 the Trustees voted unanimously to purchase a brand-new Holiday Home at Robin Hood, Lyons in Rhyl. We spent £110,000 on the home with a further £5,000 dedicated to the set up. The home will be launched on 22 October and a family is due to be in, that day. We have set up a 'Holiday Home committee' and Rosalind Murray will manage the booking through assistance from Angie Davies, our family liaison lead. We intend to rent the Holiday Home out to the public for up to 7 weeks of the year which will assist us with the annual site fees and energy bills. We have already agreed a corporate partnership with Fortress Energy who have agreed to offer financial support throughout 2022/23. There is still a healthy £80,000 plus a further £30,000 still to come in from 'Ben's Cause', which will have donated £60,000 to AMF when it arrives. This was decided by Judy Edwards, Ben's mum, who continues to receive support from AMF.

#### **Summary**

In summary, over the last 12 months we have commenced our core events again but have not yet regained the momentum of pre COVID. We have conducted a successful 3 peaks where over £10,000 was raised and have Mera Peak 22 ongoing in November, where we expect to raise in excess of £10,000. During 2022/23 our aim is to conduct more events and raise awareness of Neuroblastoma. We have also been in contact with Neuroblastoma UK and we are trying to select smaller research projects we can fund in their entirety.

#### **Financial Review**

##### **Policies on reserves**

The charity aims to maintain sufficient reserves to cover approximately six months running costs. The trustees have the power to invest in such assets as they see fit. Surplus funds are invested with Barclays Bank plc.

##### **Availability and adequacy of assets of the funds.**

The board of Trustee is satisfied that the charity assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2022**

#### **Transactions and Financial position**

The Statement of Financial Activities show net incoming resources for the year of a revenue nature of £17,282 (2021: £51,665).

The total reserves at the yearend stand at £223,097 (2021: £205,815)

Free unrestricted liquid reserves at the yearend amounted to £113,097 (2021: £205,815).

#### **Share Capital**

The Company is limited by guarantee and therefore has no share capital.

#### **Reference and administrative details**

Date of incorporation	30 <sup>th</sup> September 2013
Company Registration Number	08676152
The Registered Office is	13 Village Road, Higher Bebington, Wirral CH63 8PP
Charity Registration Number	1154326

#### **Directors and trustees**

The trustees of the charity are also directors of the company. The following trustees are registered as company directors:

John R Murray      Andrew Bowie      Angela Davies  
Fr David Gamble

The Trustees are also directly engaged in the activities of the charity, providing leadership and direction, this is to be reviewed annually via a vote - normally between 1 August – 30 September. The day-to-day operations of the charity are governed by trustees who are directly engaged in the activity of the charity. Operational and tactical decisions are made by this group. The direction and strategy are discussed at a regular trustees meeting.

Our committee values remain strong and intact, with regular meetings and updates to our supporters. We continue to recruit the right committee members who can have a positive impact with the daily activities of the charity.

#### **Nature of the Governing Documents and Constitution of the Charity**

The Organisation is a charitable company limited by guarantee, incorporated on 4<sup>th</sup> September 2013 and registered as a charity on 22 October 2013. The Company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Article of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

#### **The methods adopted for the recruitment and appointment of new trustees**

The directors of the company are also charity trustees for the purpose of charity law and under the Company's Articles the directors are known as members of the charity.

The directors are chosen to bring a wide variety of skills to the charity management.

Trustees are selected on the basis of the sharing of the vision for the charity and whether their skills are those needed in order for the charity's objectives to be advanced.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2022**

Any new appointment is considered by the trustees in their regular meetings and one of their number is deputed to approach the individual concerned.

It is intended that in future new trustees will be required to shadow existing trustees prior to their appointment. New trustees are encouraged to engage in a suitable period of training.

All decisions are made directly by or by consultation with the trustees as a body.

#### **Independent Examiner**

Malcolm Wright FCA, Elpizo Limited, Chartered Accountants, 13 Village Road, Higher Bebington, Wirral, CH63 8PP

#### **Statement of Director's and Trustees' Responsibilities**

The charity trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### **Statements as to disclosure to our independent examiner**

In so far as the trustees are aware at the time of approving our trustees' annual report:

There is no relevant information, being information needed by the independent examiner in connection with preparing their report, of which the group's auditor is unaware, and the trustees, having made enough enquiries of fellow directors that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in

**THE AMELIA-MAE FOUNDATION**

**The report of the Trustees for the year ended 30 September 2022**

order to make themselves aware of any relevant independent examination information and to establish that the independent examiner is aware of that information.

By order of the board of trustees

This report was approved by the board of Trustees on 1 December 2022

**Andrew Bowie**  
**Deputy Chair/Trustee**

## **THE AMELIA-MAE FOUNDATION**

### **Independent Examiner's Report to the Trustees of the Charity**

### **Report of the Independent Examiners to the Trustees on the account of the Charity for the year ended 30 September 2022**

I report on the financial statement of the charitable company on page 9 to 19 for the year ended 30 September 2022.

#### **Respective responsibilities of the Trustees and Examiner**

As the charity trustees, who are also directors of the company for the purpose of the company law, you are responsible for preparation of the accounts in accordance with the requirements of the Companies Act 2006. Having satisfied myself that the charity is not subject to audit under company law and under section 144(2) of the Charities Act 2011 ("the Charities Act") and is eligible for independent examination. It is my responsibility to:

- Examine accounts under the section 145 of the Charities Act;
- Follow the procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention

#### **Basis of opinion and scope of work undertaken**

My examination was carried out in accordance to general directions given by the charity commission. An examination includes a review of accounting records, kept by the charity and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the Trustees concerning any such matters. The procedure undertaken does not provide all the evidence that would be required in an audit. Consequently, no opinion is given to whether the accounts present a true and fair view and report is limited to the matters set out in the statement below.

#### **Independent Examiner's Statement**

In connection with examination, no matters have come to my attention.

Which gives me reasonable cause to believe that in any material respect the requirements;

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records and comply with accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statements of Recommended Practice: Accounting and reporting by Charities have not been met; or,
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Malcolm Wright, Chartered Accountant  
Elpizo Limited, 13 Village Road, Higher Bebington, Wirral CH63 8PP

The date upon which my opinion is expressed is: 1 December 2022

**THE AMELIA-MAE FOUNDATION**  
**Statement of Financial Activities**  
**For the year ended 30<sup>th</sup> September 2022**

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Last Year Total Funds 2021 £
<b>Income</b>					
Fundraising, donations, and legacies	3	82,543	-	82,543	96,636
Interest Income	4	15	-	15	20
<b>Total Income</b>		<b>82,558</b>	<b>-</b>	<b>82,558</b>	<b>96,656</b>
<b>Expenditure</b>					
Expenditure on charitable activities	5	63,656	-	63,656	43,514
Governance	6	1,620	-	1,620	1,477
<b>Total expenditure</b>		<b>65,276</b>	<b>-</b>	<b>65,276</b>	<b>44,991</b>
<b>Net income for the year</b>		<b>17,282</b>	<b>-</b>	<b>17,282</b>	<b>51,665</b>
<b>Gross transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>17,282</b>	<b>-</b>	<b>17,282</b>	<b>51,665</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>205,815</b>	<b>-</b>	<b>205,815</b>	<b>154,150</b>
<b>Total funds carried forward</b>		<b>223,097</b>	<b>-</b>	<b>223,097</b>	<b>205,815</b>

The net movement in funds to above in the net incoming resources as defined in the statement of Recommendation Practice for Accounting and reporting issued by the Charity Commission for England and Wales and is reconciled to the total funds as shown in the Balance Sheet on page 12 as required by the said statement.

**All activities derive from continuing operation**

**The notes on page 14 to 19 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**

**Statement of Financial Activities for the year ended 30<sup>th</sup> September 2022**

**Analysis of prior year total funds as required by paragraph 4.2 of Statement of Recommended Practice (SORP)**

		<b>Unrestricted Funds 2021 £</b>	<b>Restricted Funds 2021 £</b>	<b>Total Funds 2021 £</b>
<b>Income</b>				
Fundraising, donations, and legacies	<b>3</b>	96,636	-	96,636
Interest Income	<b>4</b>	<u>20</u>	-	<u>20</u>
<b>Total Income</b>		<u><b>96,656</b></u>	-	<u><b>96,656</b></u>
<b>Expenditure</b>				
Expenditure on charitable activities	<b>5</b>	43,514	-	43,514
Governance	<b>6</b>	<u>1,477</u>	-	<u>1,477</u>
<b>Total expenditure</b>		<u><b>44,991</b></u>	-	<u><b>44,991</b></u>
<b>Net income for the year</b>		<b>51,665</b>	-	<b>51,665</b>
<b>Gross transfer between funds</b>		<u>-</u>	-	<u>-</u>
<b>Net movement in funds</b>		<b>51,665</b>	-	<b>51,665</b>
<b>Reconciliation of funds:</b>				
<b>Total funds brought forward</b>		<u><b>154,150</b></u>	-	<u><b>154,150</b></u>
<b>Total funds carried forward</b>		<u><b>205,815</b></u>	-	<u><b>205,815</b></u>

**All activities derive from continuing operation**

**The notes on page 14 to 19 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**

**Statement of Financial Activities for the year ended 30 September 2022**

**Income and Expenditure Account as required by the Companies Act for the year ended 30 September 2022**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	82,543	96,636
Direct costs of turnover	<u>63,656</u>	<u>43,514</u>
<b>Gross surplus</b>	<b><u>18,887</u></b>	<b><u>53,122</u></b>
Governance costs	<u>1,620</u>	<u>1,477</u>
<b>Operating surplus</b>	<b><u>17,267</u></b>	<b><u>51,645</u></b>
Interest receivable	<u>15</u>	<u>20</u>
<b>Surplus on ordinary activities before tax</b>	<b><u>17,282</u></b>	<b><u>51,665</u></b>
<b>Retained surplus for the financial year</b>	<b><u>17,282</u></b>	<b><u>51,665</u></b>

All activities derive from continuing operations

The notes on pages 14 to 19 form integral part of these accounts.

**THE AMELIA-MAE FOUNDATION****Company Number****08676152****Balance Sheet****As at 30<sup>th</sup> September 2022**

		<b>2022</b>		<b>2021</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fixed Assets</b>					
Tangible assets	<b>10</b>		<u>110,000</u>		<u>-</u>
<b>Total fixed assets</b>			<u>110,000</u>		<u>-</u>
<b>Current Assets</b>					
Cash at the bank and in hand			<u>114,324</u>		<u>207,019</u>
<b>Total current assets</b>			<b><u>114,324</u></b>		<b><u>207,019</u></b>
<b>Creditors: -</b>					
Amount due within one year	<b>11</b>		<u>(1,227)</u>		<u>(1,204)</u>
<b>Net current assets</b>			<u>113,097</u>		<u>205,815</u>
<b>Net assets</b>			<b><u>223,097</u></b>		<b><u>205,815</u></b>
<b>The funds of the charity</b>					
<b>Unrestricted income funds</b>					
Unrestricted revenue accumulated funds	<b>12</b>		<u>223,097</u>		<u>205,815</u>
Total unrestricted funds			<u>223,097</u>		<u>205,815</u>
<b>Total charity funds</b>			<b><u>223,097</u></b>		<b><u>205,815</u></b>

The directors are satisfied that the year ended on 30 September 2022 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 8.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

**Andrew Bowie - Deputy Chair/Trustee**

**Approved by the board of Trustees on 1 December 2022**

**The notes on page 14 to 19 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**  
**Statement of Cash Flows**  
**For the year ended 30 September 2022**

	Notes	2022 £	2021 £
<b>Cash generated from operating activities</b>	<b>13</b>	<b>17,290</b>	<b>51,549</b>
Interest Income		15	20
Purchase of fixed asset		<u>(110,000)</u>	<u>-</u>
<b>(Decrease)Increase in cash</b>		<b>(92,695)</b>	<b>51,569</b>
Cash and cash equivalents at the beginning of the year		<u>207,019</u>	<u>155,450</u>
<b>Total cash and cash equivalents at the end of the year</b>		<b><u>114,324</u></b>	<b><u>207,019</u></b>

## **THE AMELIA-MAE FOUNDATION**

### **Notes to the Accounts for the year ended 30 September 2022**

#### **1. Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP(FRS 102) the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets & liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes(s).

##### **b) Preparation of the accounts on a going concern basis**

The financial statements are prepared on a going concern. The Charity is entirely dependent on continuing grant and donation support and as a consequence the going concern basis is also dependent on that continuing financial support.

##### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. Income received in advance of the provision of specified services is deferred until the criteria for income recognition are met.

##### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

##### **e) Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2022

#### f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the consists of commercial trading.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities. These costs have been allocated between costs of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 1.

#### i) Cash at bank and in hand

Cash at bank and cash 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.

#### j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### k) 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

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2022

at transaction value and subsequently measured at their settlement value with the exception of bank loan which are subsequently measured at amortised cost using the effective interest method.

#### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### 3 Income from fundraising donations and legacies

	2021 £	2020 £
Gifts and donations from fundraising	82,123	85,767
Corporate gift aid	-	10,509
Donated services	420	360
	<u>82,543</u>	<u>96,636</u>

The Trust benefits from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 4 Investment Income

All of the Charity's investment income of £15 (2021: £20) arises from money held in interest bearing deposit accounts.

#### 5 Analysis of expenditure on charitable activities

	2022 £	2021 £
Publicising and fundraising activities	6,061	4,579
Grants and gifts	35,794	18,639
Wages and salaries	2,410	5,460
Administration	6,850	7,224
Travel and other related expenses	12,540	7,613
Total	<u>63,655</u>	<u>43,514</u>

The expenditure on charitable activities of £63,655 (2021: £43,514) was all unrestricted.

**THE AMELIA-MAE FOUNDATION****Notes to the Accounts for the year ended 30 September 2022****6 Analysis of governance and support costs**

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance cost, the remaining support costs together with the governance costs are allocated between the key charitable activities undertaken in the year.

	<b>Analysis of support and governance costs</b>			<b>Basis of apportionment</b>
	<b>General support</b>	<b>Governance Function</b>	<b>Total</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	
Independent Examiner	<u>-</u>	<u>1,620</u>	<u>1,620</u>	Governance

**7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel.**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Salaries and wages	<u>2,410</u>	<u>5,460</u>

No employees had employee benefits in excess of £60,000 (2021: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

The charity trustees were not paid or received any other benefits from employment with charity in the year neither were they reimbursed expenses during the year. The key management personnel of the charity comprise the Trustees.

**8 Staff Numbers**

The average monthly head count was 1 part time person (2021: 1) and the average monthly number of staff during the year were as follows:

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Charitable activities	<u>-</u>	<u>1</u>

**9 Corporation Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**THE AMELIA-MAE FOUNDATION**  
**Notes to the Accounts for the year ended 30 September 2022**

**10 Tangible fixed assets**

	<b>Freehold Land and Buildings £</b>	<b>Total £</b>
Cost:		
As of 1 October 2021,	-	-
Additions: Building	110,000	110,000
	<hr/>	<hr/>
<b>As of 30 September 2022</b>	<b><u>110,000</u></b>	<b><u>110,000</u></b>
Depreciation:		
As of 1 October 2021	-	-
Charge for the year	-	-
	<hr/>	<hr/>
<b>As of 30 September 2022</b>	<b><u>-</u></b>	<b><u>-</u></b>
Net book value		
As of 1 October 2021	<hr/> <u>-</u>	<hr/> <u>-</u>
<b>As of 30 September 2022</b>	<b><u>110,000</u></b>	<b><u>110,000</u></b>

**11 Creditors: amounts falling due within one year**

	<b>2022 £</b>	<b>2021 £</b>
Accrued expenses	<b><u>1,227</u></b>	<b><u>1,204</u></b>

**12 Analysis of charitable funds**  
**Analysis of movements in funds**

	<b>Balance 1 October 2021 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Funds 30 September 2022 £</b>
<b>General fund</b>	<u>205,815</u>	82,558	(65,276)	-	<u>223,097</u>

General fund                      The 'free reserves' after allowing for all designated funds

**THE AMELIA-MAE FOUNDATION**

**Notes to the Accounts for the year ended 30 September 2022**

**13 Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net movement in funds	17,282	51,665
Interest income	(15)	(20)
Increase (decrease) in creditors	<u>23</u>	<u>(96)</u>
<b>Net cash generated from operating activities</b>	<b><u>17,290</u></b>	<b><u>51,549</u></b>

**14 Related party transactions**

There are no transactions with related parties requiring to be reported in these accounts.

**THE AMELIA-MAE FOUNDATION**

England & Wales - Charity number 1154326

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# Accounts

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**Registered Charity Number 1154326**  
**Registered Company Number 08676152**

**THE AMELIA-MAE FOUNDATION**  
**REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

# THE AMELIA-MAE FOUNDATION

## Reports and accounts

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## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2021**

#### **Introduction**

The trustees present their annual director's report and financial statements for the year ended 30 September 2021, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **Purpose and Activities of the Charity**

The principal activities of the charity set out in its memorandum and article of association are:

- To support families and individuals affected by Neuroblastoma, both financially and via pastoral care
- To publicly raise awareness of Neuroblastoma
- To raise sufficient funds to continue our mission

#### **Public benefit that is provided by the charity**

The charity operates for the public benefit so far as it provides support, advice, guidance to families, whilst raising awareness of Neuroblastoma.

#### **Achievements and performances**

We, the Trustees of The Amelia-Mae Foundation would like to report the following since our last report:

##### **Support**

- We have taken the decision to keep to a reduced amount of face to face visits this year due to Covid restrictions, and instead continued to offer 24/7 emotional support to Neuroblastoma families.
- A small number of face-to-face visits have taken place to onboard new families of which we have increased by a further 3 supported families over the last 12 months.
- We have contributed towards several funerals for Neuroblastoma children this year.
- We have given numerous grants for varying reasons, to families IAW with our aims and objectives.
- We have assisted in raising the profile of Neuroblastoma children's campaigns and the condition in general, through social media and website activity.
- We have conducted several hospital visits to drop presents off.
- We procured the service of an artist to transform the treatment and waiting room at Musgrove Park children's Hospital, ensuring a more relaxed environment for children undertaking treatment at the hospital

##### **Training**

- During our AGM last year, we agreed to stand up a training budget to ensure the correct training and personal development opportunities were given to our Trustees, Committee

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2021**

members and fundraisers. Unfortunately, due to Covid restrictions this has been limited but we intend to carry it forward into next year.

- We have now on boarded an appointed social media liaison to ensure we maximise our exposure on these platforms, it is our intention to ringfence some of the training budget to ensure that our Social team are fully aware of the possibilities in this area.
- Angie Davies, the lead for our family liaison and support team has renewed her bereavement councillors' statues and has since conducted annual training to maintain an up-to-date relevancy with our practices.
- A number of the team attended an online mental health awareness course last year, ensuring that we can assist with the mental health of our supported families but also from within our committee team during these difficult times.

#### **Fundraising**

- Unfortunately fundraising has been at one of our all-time lows this year, our ability to hold an annual ball which normally generates enthusiasm for the following year has resulted in only a small number of fundraisers taking place this year
- One of our key events for the year to raise funds is our national 3 peaks challenge, the attendance of this increased to 15 climbers this year and we have extended to 24 already signed up for next year to maximise the interest in this event.
- One of our official business sponsors, Fortress Energy, again held their annual coast to coast cycle ride raising over £15,000.

#### **Ring-Fenced money for Amelia's House**

- Despite the reduction in fund raising, we have also had one of the lowest years for outgoings, this has enabled us to add an additional £40,000 to our ring-fenced amount towards the 'Amelia's House' objective, which we intend to use to offer families a chance to create memories and to escape when they need to. The total ring-fenced amount now stands at £160,000.

#### **Summary**

In summary, over the last 12 months the charity has had one of our quietest years in terms of raising funds but also providing financial assistance, whilst the emotional support has continued at pace, reducing our spend has left us in a similar position to last year. As we start to get back to some sort of normality our focus will be on more social media promotion and trying to increase the number of events that our supporters hold for us

#### **Financial Review**

##### **Policies on reserves**

The charity aims to maintain sufficient reserves to cover approximately six months running costs. The trustees have the power to invest in such assets as they see fit. Surplus funds are invested with Barclays Bank plc.

##### **Availability and adequacy of assets of the funds.**

The board of Trustee is satisfied that the charity assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2021**

#### **Transactions and Financial position**

The Statement of Financial Activities show net incoming resources for the year of a revenue nature of £51,665 (2020: £77,938).

The total reserves at the yearend stand at £205,815 (2020: £154,150)

Free unrestricted liquid reserves at the yearend amounted to £205,815 (2020: £154,150).

#### **Share Capital**

The Company is limited by guarantee and therefore has no share capital.

#### **Reference and administrative details**

Date of incorporation	30 <sup>th</sup> September 2013
Company Registration Number	08676152
The Registered Office is	13 Village Road, Higher Bebington, Wirral CH63 8PP
Charity Registration Number	1154326

#### **Directors and trustees**

The trustees of the charity are also directors of the company. The following trustees are registered as company directors:

John R Murray      Andrew Bowie      Angela Davies  
Fr David Gamble

The Trustees are also directly engaged in the activities of the charity, providing leadership and direction, this is to be reviewed annually via a vote - normally between 1 August – 30 September. The day-to-day operations of the charity are governed by trustees who are directly engaged in the activity of the charity. Operational and tactical decisions are made by this group. The direction and strategy are discussed at a regular trustees meeting.

Our committee values remain strong and intact, with regular meetings and updates to our supporters. We continue to recruit the right committee members who can have a positive impact with the daily activities of the charity.

#### **Nature of the Governing Documents and Constitution of the Charity**

The Organisation is a charitable company limited by guarantee, incorporated on 4<sup>th</sup> September 2013 and registered as a charity on 22 October 2013. The Company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Article of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

#### **The methods adopted for the recruitment and appointment of new trustees**

The directors of the company are also charity trustees for the purpose of charity law and under the Company's Articles the directors are known as members of the charity.

The directors are chosen to bring a wide variety of skills to the charity management.

Trustees are selected on the basis of the sharing of the vision for the charity and whether their skills are those needed in order for the charity's objectives to be advanced.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2021**

Any new appointment is considered by the trustees in their regular meetings and one of their number is deputed to approach the individual concerned.

It is intended that in future new trustees will be required to shadow existing trustees prior to their appointment. New trustees are encouraged to engage in a suitable period of training.

All decisions are made directly by or by consultation with the trustees as a body.

#### **Independent Examiner**

Malcolm Wright FCA, Elpizo Limited, Chartered Accountants, 13 Village Road, Higher Bebington, Wirral, CH63 8PP

#### **Statement of Director's and Trustees' Responsibilities**

The charity trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### **Statements as to disclosure to our independent examiner**

In so far as the trustees are aware at the time of approving our trustees' annual report:

There is no relevant information, being information needed by the independent examiner in connection with preparing their report, of which the group's auditor is unaware, and the trustees, having made enough enquiries of fellow directors that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in

**THE AMELIA-MAE FOUNDATION**

**The report of the Trustees for the year ended 30 September 2021**

order to make themselves aware of any relevant independent examination information and to establish that the independent examiner is aware of that information.

By order of the board of trustees

This report was approved by the board of Trustees on 10 November 2021

**Andrew Bowie**  
**Deputy Chair/Trustee**

## **THE AMELIA-MAE FOUNDATION**

### **Independent Examiner's Report to the Trustees of the Charity**

### **Report of the Independent Examiners to the Trustees on the account of the Charity for the year ended 30 September 2021**

I report on the financial statement of the charitable company on page 9 to 18 for the year ended 30 September 2021.

#### **Respective responsibilities of the Trustees and Examiner**

As the charity trustees, who are also directors of the company for the purpose of the company law, you are responsible for preparation of the accounts in accordance with the requirements of the Companies Act 2006. Having satisfied myself that the charity is not subject to audit under company law and under section 144(2) of the Charities Act 2011 ("the Charities Act") and is eligible for independent examination. It is my responsibility to:

- Examine accounts under the section 145 of the Charities Act;
- Follow the procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention

#### **Basis of opinion and scope of work undertaken**

My examination was carried out in accordance to general directions given by the charity commission. An examination includes a review of accounting records, kept by the charity and a comparison of accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts and seeks explanations from the Trustees concerning any such matters. The procedure undertaken does not provide all the evidence that would be required in an audit. Consequently, no opinion is given to whether the accounts present a true and fair view and report is limited to the matters set out in the statement below.

#### **Independent Examiner's Statement**

In connection with examination, no matters have come to my attention.

Which gives me reasonable cause to believe that in any material respect the requirements;

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records and comply with accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statements of Recommended Practice: Accounting and reporting by Charities have not been met; or,
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Malcolm Wright, Chartered Accountant

Elpizo Limited, 13 Village Road, Higher Bebington, Wirral CH63 8PP

The date upon which my opinion is expressed is: 10 November 2021

**THE AMELIA-MAE FOUNDATION**  
**Statement of Financial Activities**  
**For the year ended 30<sup>th</sup> September 2021**

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Last Year Total Funds 2020 £
<b>Income</b>					
Fundraising, donations, and legacies	3	96,636	-	96,636	135,648
Interest Income	4	20	-	20	5
<b>Total Income</b>		<b>96,656</b>	<b>-</b>	<b>96,656</b>	<b>135,653</b>
<b>Expenditure</b>					
Expenditure on charitable activities	5	43,514	-	43,514	56,238
Governance	6	1,477	-	1,477	1,477
<b>Total expenditure</b>		<b>44,991</b>	<b>-</b>	<b>44,991</b>	<b>57,715</b>
<b>Net income for the year</b>		<b>51,665</b>	<b>-</b>	<b>51,665</b>	<b>77,938</b>
<b>Gross transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>51,665</b>	<b>-</b>	<b>51,665</b>	<b>77,938</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>154,150</b>	<b>-</b>	<b>154,150</b>	<b>76,212</b>
<b>Total funds carried forward</b>		<b>205,815</b>	<b>-</b>	<b>205,815</b>	<b>154,150</b>

The net movement in funds to above in the net incoming resources as defined in the statement of Recommendation Practice for Accounting and reporting issued by the Charity Commission for England and Wales and is reconciled to the total funds as shown in the Balance Sheet on page 12 as required by the said statement.

**All activities derive from continuing operation**

**The notes on page 14 to 18 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**  
**Statement of Financial Activities**  
**For the year ended 30<sup>th</sup> September 2021**

**Analysis of prior year total funds as required by paragraph 4.2 of Statement of Recommended Practice (SORP)**

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £
<b>Income</b>				
Fundraising, donations, and legacies	<b>3</b>	135,648	-	135,648
Interest Income	<b>4</b>	<u>5</u>	-	<u>5</u>
<b>Total Income</b>		<b><u>135,653</u></b>	<b>-</b>	<b><u>135,653</u></b>
<b>Expenditure</b>				
Expenditure on charitable activities	<b>5</b>	56,238	-	56,238
Governance	<b>6</b>	<u>1,477</u>	-	<u>1,477</u>
<b>Total expenditure</b>		<b><u>57,715</u></b>	<b>-</b>	<b><u>57,715</u></b>
<b>Net income for the year</b>		<b>77,938</b>	<b>-</b>	<b>77,938</b>
<b>Gross transfer between funds</b>		<u>-</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<b>77,938</b>	<b>-</b>	<b>77,938</b>
<b>Reconciliation of funds:</b>				
<b>Total funds brought forward</b>		<b><u>76,212</u></b>	<b>-</b>	<b><u>76,212</u></b>
<b>Total funds carried forward</b>		<b><u>154,150</u></b>	<b>-</b>	<b><u>154,150</u></b>

**All activities derive from continuing operation**

**The notes on page 14 to 18 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**

**Statement of Financial Activities for the year ended 30 September 2021**

**Income and Expenditure Account as required by the Companies Act for the year ended 30 September 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	96,636	135,648
Direct costs of turnover	<u>43,514</u>	<u>56,238</u>
<b>Gross surplus</b>	<b><u>53,122</u></b>	<b><u>79,410</u></b>
Governance costs	<u>1,477</u>	<u>1,477</u>
<b>Operating surplus</b>	<b><u>51,645</u></b>	<b><u>77,933</u></b>
Interest receivable	<u>20</u>	<u>5</u>
<b>Surplus on ordinary activities before tax</b>	<b><u>51,665</u></b>	<b><u>77,938</u></b>
<b>Retained surplus for the financial year</b>	<b><u>51,665</u></b>	<b><u>77,938</u></b>

**All activities derive from continuing operations**

**The notes on pages 14 to 18 form integral part of these accounts.**

**THE AMELIA-MAE FOUNDATION**

Company Number

**08676152**

Balance Sheet

As at 30<sup>th</sup> September 2021

	Notes	2021		2020	
		£	£	£	£
<b>Current Assets</b>					
Cash at the bank and in hand		<u>207,019</u>		<u>155,450</u>	
<b>Total current assets</b>		<b>207,019</b>		<b>155,450</b>	
<b>Creditors: -</b>					
Amount due within one year	8	<u>(1,204)</u>		<u>(1,300)</u>	
<b>Net current assets</b>			<u>205,815</u>		<u>154,150</u>
<b>Net assets</b>			<b><u>205,815</u></b>		<b><u>154,150</u></b>
<b>The funds of the charity</b>					
<b>Unrestricted income funds</b>					
Unrestricted revenue accumulated funds	9	<u>205,815</u>		<u>154,150</u>	
Total unrestricted funds			<u>205,815</u>		<u>154,150</u>
<b>Total charity funds</b>			<b><u>205,815</u></b>		<b><u>154,150</u></b>

The directors are satisfied that the year ended on 30 September 2021 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 8.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

**John Murray – Trustee****Approved by the board of Trustees on 10 November 2021****The notes on page 14 to 18 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**  
**Statement of Cash Flows**  
**For the year ended 30 September 2021**

	Notes	2021 £	2020 £
<b>Cash generated from operating activities</b>	<b>10</b>	<b>51,549</b>	<b>77,933</b>
Interest Income		<u>20</u>	<u>5</u>
<b>Increase in cash</b>		<b>51,569</b>	<b>77,938</b>
Cash and cash equivalents at the beginning of the year		<u>155,450</u>	<u>77,512</u>
<b>Total cash and cash equivalents at the end of the year</b>		<b><u>207,019</u></b>	<b><u>155,450</u></b>

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2021

#### 1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP(FRS 102) the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets & liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes(s).

##### b) Preparation of the accounts on a going concern basis

The financial statements are prepared on a going concern. The Charity is entirely dependent on continuing grant and donation support and as a consequence the going concern basis is also dependent on that continuing financial support.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. Income received in advance of the provision of specified services is deferred until the criteria for income recognition are met.

##### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

##### e) Interest receivable

## THE AMELIA-MAE FOUNDATION

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

### Notes to the Accounts for the year ended 30 September 2021

#### f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the consists of commercial trading.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities. These costs have been allocated between costs of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note1.

#### i) Cash at bank and in hand

Cash at bank and cash 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.

#### j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimating reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## THE AMELIA-MAE FOUNDATION

### k) 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

### Notes to the Accounts for the year ended 30 September 2021

at transaction value and subsequently measured at their settlement value with the exception of bank loan which are subsequently measured at amortised cost using the effective interest method.

## 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

## 3 Income from fundraising donations and legacies

	2021 £	2020 £
Gifts and donations from fundraising	85,767	64,788
Corporate gift aid	10,509	500
Charitable trusts	-	70,000
Donated services	360	360
	<u>96,636</u>	<u>135,648</u>

The Trust benefits from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

## 4 Investment Income

All of the Charity's investment income of £1 (2020: £5) arises from money held in interest bearing deposit accounts.

## 5 Analysis of expenditure on charitable activities

	2021 £	2020 £
Publicising and fundraising activities	4,579	6,266
Grants and gifts	18,639	23,310
Wages and salaries	5,460	5,460
Administration	7,224	9,722
Travel and other related expenses	7,613	11,480
Total	<u>43,514</u>	<u>56,238</u>

## THE AMELIA-MAE FOUNDATION

The expenditure on charitable activities of £43,514 (2020: £56,238) was all unrestricted.

### Notes to the Accounts for the year ended 30 September 2021

#### 6 Analysis of governance and support costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance cost, the remaining support costs together with the governance costs are allocated between the key charitable activities undertaken in the year.

	Analysis of support and governance costs			
	General support	Governance Function	Total	Basis of apportionment
	£	£	£	
Independent Examiner	-	1,477	1,477	Governance

#### 7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel.

	2021	2020
	£	£
Salaries and wages	5,460	5,460

No employees had employee benefits in excess of £60,000 (2019: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

The charity trustees were not paid or received any other benefits from employment with charity in the year neither were they reimbursed expenses during the year.

The key management personnel of the charity comprise the Trustees.

#### 8 Staff Numbers

The average monthly head count was 1 part time person (2020: 1) and the average monthly number of staff during the year were as follows:

	2021	2020
	Number	Number
Charitable activities	1	1

#### 9 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

#### 10 Creditors: amounts falling due within one year

**THE AMELIA-MAE FOUNDATION**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Accrued expenses	<u><b>1,204</b></u>	<u><b>1,300</b></u>

**Notes to the Accounts for the year ended 30 September 2021**

**11 Analysis of charitable funds**  
**Analysis of movements in funds**

	<b>Balance</b>				<b>Funds</b>
	<b>1 October 2020</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>30 September</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>2021</b>
					<b>£</b>
<b>General fund</b>	<u>154,150</u>	96,656	(44,991)	-	<u>205,815</u>

General fund      The 'free reserves' after allowing for all designated funds

**12 Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Net movement in funds	51,665	77,938
Interest income	(20)	(5)
Increase (decrease) in creditors	<u>(96)</u>	<u>(1,300)</u>
<b>Net cash generated from operating activities</b>	<u><b>51,549</b></u>	<u><b>76,633</b></u>

**13 Related party transactions**

There are no transactions with related parties requiring to be reported in these accounts.

**THE AMELIA-MAE FOUNDATION**

England & Wales - Charity number 1154326

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# Accounts

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**Registered Charity Number 1154326**  
**Registered Company Number 08676152**

**THE AMELIA-MAE FOUNDATION**  
**REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

# THE AMELIA-MAE FOUNDATION

## Reports and accounts

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## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2020**

#### **Introduction**

The trustees present their annual director's report and financial statements for the year ended 30 September 2020, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **Purpose and Activities of the Charity**

The principal activities of the charity set out in its memorandum and article of association are:

- To support families and individuals affected by Neuroblastoma, both financially and via pastoral care
- To publicly raise awareness of Neuroblastoma
- To raise sufficient funds to continue our mission

#### **Public benefit that is provided by the charity**

The charity operates for the public benefit so far as it provides support, advice, guidance to families, whilst raising awareness of Neuroblastoma.

#### **Achievements and performances**

This financial year has been a challenge due to COVID and we have had to operate innovatively. We are proud to report we have used this opportunity to further strengthen our policies and stand-up new committee members. One of our Trustees, Mark Ellison, has stepped down due to other commitments but we would like to thank him for his dedication and hard work since 2013, he will continue to support the charity as much as he can.

We, the Trustees of The Amelia-Mae Foundation would like to report the following since our last report:

#### **Support**

- We have continued to offer 24/7 emotional support to Neuroblastoma families and this service was in higher demand due to COVID restrictions.
- We have funded several funerals for Neuroblastoma children this year.
- We have given numerous grants for varying reasons, to families IAW with our aims and objectives.
- We have encouraged our ambassadors to commence Just Giving pages to assist families financially.
- One of our ambassadors, Kevin Day (Artist) has continued to offer Angel paintings to our bereaved families.
- We have assisted in raising the profile of Neuroblastoma children's campaigns and the condition in general.
- We have conducted several hospital visits to drop presents off.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2020**

- Our visits to families are down but we have adapted to ensure our virtual support and referrals are continuously reflected upon and improved.
- We commissioned Aram Atkinson (Director) to create a number of short films that could better explain the experiences of Neuroblastoma parents and how they feel.

#### **Training**

- During our AGM last year, we agreed to stand up a training budget to ensure the correct training and personal development opportunities were given to our Trustees, Committee members and fundraisers.
- Angie Davies, the lead for our family liaison and support team has conducted the bereavement councillors' course and has since conducted annual training to maintain an up-to-date relevancy with our practices.
- We have an instructor lead Mental Health Awareness course (online) booked for Fri 18 Dec 20 for 16 of our trustees, committee and fundraisers to ensure we are a mental health aware charity.
- We have reminded our new committee members of the budget available to conduct training that will directly benefit our activities and their personal development.

#### **Fundraising**

- We have been extremely lucky that one of our families decided to release £60,000 to us from Cash for Kids in Leeds after their daughter, Kendal Jessop remained No Evidence of Disease (NED) for a sustained number of years.
- After the first lockdown we were able to act quickly to stand up a previously postponed National 3 peaks challenge with a dedicated team lead by our chair of trustees, John Murray who were able to raise over £14,000.
- One of our official business sponsors, Fortress Energy, again after the first lockdown, were able to raise over £15,000 conducting a cycle ride from Blackpool to York.
- A number of small businesses have assisted in raising money for us through lockdown and without their support we would not be able to operate as effectively.

#### **Ring-fenced money for Amelia's House**

We have been able to double last years ring-fenced money and we are proud to announce as of 30 Sep 20 we now have £120,000 put aside for the 'Amelia's House' which we intend to use to offer families a chance to create memories and to escape when they need to.

#### **Summary**

In summary, despite COVID restrictions and due to the dedication of our supporters and members we have been able to grow a more sustainable charity with an ever-growing support network. We have rescheduled Kilimanjaro 2020 to Oct 2021 and already have a few other events we are excited to conduct, in a COVID safe environment.

#### **Financial Review**

##### **Policies on reserves**

The charity aims to maintain sufficient reserves to cover approximately six months running costs. The trustees have the power to invest in such assets as they see fit. Surplus funds are invested with Barclays Bank plc.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2020**

#### **Availability and adequacy of assets of the funds.**

The board of Trustee is satisfied that the charity assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

#### **Transactions and Financial position**

The Statement of Financial Activities show net incoming resources for the year of a revenue nature of £77,938 (2019: £32,679).

The total reserves at the yearend stand at £154,150 (2019: £76,212)

Free unrestricted liquid reserves at the yearend amounted to £154,150 (2019: £76,212).

#### **Share Capital**

The Company is limited by guarantee and therefore has no share capital.

#### **Reference and administrative details**

Date of incorporation	30 <sup>th</sup> September 2013
Company Registration Number	08676152
The Registered Office is	13 Village Road, Higher Bebington, Wirral CH63 8PP
Charity Registration Number	1154326

#### **Directors and trustees**

The trustees of the charity are also directors of the company. The following trustees are registered as company directors:

John R Murray	Andrew Bowie	Angela Davies
Mark Ellison	(Resigned 1 September 2020)	
Fr David Gamble	(Appointed 1 June 2019)	

The Trustees are also directly engaged in the activities of the charity, providing leadership and direction, this is to be reviewed annually via a vote - normally between 1 August – 30 September. The day-to-day operations of the charity are governed by trustees who are directly engaged in the activity of the charity. Operational and tactical decisions are made by this group. The direction and strategy are discussed at a regular trustees meeting.

Our committee values remain strong and intact, with regular meetings and updates to our supporters. We continue to recruit the right committee members who can have a positive impact with the daily activities of the charity.

#### **Nature of the Governing Documents and Constitution of the Charity**

The Organisation is a charitable company limited by guarantee, incorporated on 4<sup>th</sup> September 2013 and registered as a charity on 22 October 2013. The Company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Article of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

## **THE AMELIA-MAE FOUNDATION**

### **The report of the Trustees for the year ended 30 September 2020**

#### **The methods adopted for the recruitment and appointment of new trustees**

The directors of the company are also charity trustees for the purpose of charity law and under the Company's Articles the directors are known as members of the charity.

The directors are chosen to bring a wide variety of skills to the charity management.

Trustees are selected on the basis of the sharing of the vision for the charity and whether their skills are those needed in order for the charity's objectives to be advanced

Any new appointment is considered by the trustees in their regular meetings and one of their number is deputed to approach the individual concerned.

It is intended that in future new trustees will be required to shadow existing trustees prior to their appointment. New trustees are encouraged to engage in a suitable period of training.

All decisions are made directly by or by consultation with the trustees as a body.

#### **Independent Examiner**

Malcolm Wright FCA, Elpizo Limited, Chartered Accountants, 13 Village Road, Higher Bebington, Wirral, CH63 8PP

#### **Statement of Director's and Trustees' Responsibilities**

The charity trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**THE AMELIA-MAE FOUNDATION**

**The report of the Trustees for the year ended 30 September 2020**

**Statements as to disclosure to our independent examiner**

In so far as the trustees are aware at the time of approving our trustees' annual report:  
There is no relevant information, being information needed by the independent examiner in connection with preparing their report, of which the group's auditor is unaware, and the trustees, having made enough enquiries of fellow directors that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant independent examination information and to establish that the independent examiner is aware of that information.

By order of the board of trustees

This report was approved by the board of Trustees on 9 December 2020

**John Murray**  
**Director and Trustee**

## **THE AMELIA-MAE FOUNDATION**

### **Independent Examiner's Report to the Trustees of the Charity**

### **Report of the Independent Examiners to the Trustees on the account of the Charity for the year ended 30 September 2020**

I report on the financial statement of the charitable company on page 9 to 17 for the year ended 30 September 2020.

#### **Respective responsibilities of the Trustees and Examiner**

As the charity trustees, who are also directors of the company for the purpose of the company law, you are responsible for preparation of the accounts in accordance with the requirements of the Companies Act 2006. Having satisfied myself that the charity is not subject to audit under company law and under section 144(2) of the Charities Act 2011 ("the Charities Act") and is eligible for independent examination. It is my responsibility to:

- Examine accounts under the section 145 of the Charities Act;
- Follow the procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention

#### **Basis of opinion and scope of work undertaken**

My examination was carried out in accordance to general directions given by the charity commission. An examination includes a review of accounting records, kept by the charity and a comparison of accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts and seeks explanations from the Trustees concerning any such matters. The procedure undertaken does not provide all the evidence that would be required in an audit. Consequently, no opinion is given to whether the accounts present a true and fair view and report is limited to the matters set out in the statement below.

#### **Independent Examiner's Statement**

In connection with examination, no matters have come to my attention.

Which gives me reasonable cause to believe that in any material respect the requirements;

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records and comply with accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statements of Recommended Practice: Accounting and reporting by Charities have not been met; or,
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Malcolm Wright, Chartered Accountant  
Elpizo Limited, 13 Village Road, Higher Bebington, Wirral CH63 8PP

The date upon which my opinion is expressed is: 9 December 2020

**THE AMELIA-MAE FOUNDATION**  
**Statement of Financial Activities**  
**For the year ended 30<sup>th</sup> September 2020**

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Last Year Total Funds 2019 £
<b>Income</b>					
Fundraising, donations, and legacies	3	135,648	-	135,648	149,292
Interest Income	4	5	-	5	10
<b>Total Income</b>		<b>135,653</b>	<b>-</b>	<b>135,653</b>	<b>149,302</b>
<b>Expenditure</b>					
Expenditure on charitable activities	5	56,238	-	56,238	115,483
Governance	6	1,477	-	1,477	1,140
<b>Total expenditure</b>		<b>57,715</b>	<b>-</b>	<b>57,715</b>	<b>116,623</b>
<b>Net income for the year</b>		<b>77,938</b>	<b>-</b>	<b>77,938</b>	<b>32,679</b>
<b>Gross transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>77,938</b>	<b>-</b>	<b>77,938</b>	<b>32,679</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>76,212</b>	<b>-</b>	<b>76,212</b>	<b>43,533</b>
<b>Total funds carried forward</b>		<b>154,150</b>	<b>-</b>	<b>154,150</b>	<b>76,212</b>

The net movement in funds to above in the net incoming resources as defined in the statement of Recommendation Practice for Accounting and reporting issued by the Charity Commission for England and Wales and is reconciled to the total funds as shown in the Balance Sheet on page 11 as required by the said statement.

**All activities derive from continuing operation**

**The notes on page 13 to 17 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**

**Statement of Financial Activities for the year ended 30 September 2020**

**Income and Expenditure Account as required by the Companies Act for the year ended 30 September 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	135,648	149,292
Direct costs of turnover	<u>56,238</u>	<u>115,483</u>
<b>Gross surplus</b>	<b><u>79,410</u></b>	<b><u>33,809</u></b>
Governance costs	<u>1,477</u>	<u>1,140</u>
<b>Operating surplus</b>	<b><u>77,933</u></b>	<b><u>32,669</u></b>
Interest receivable	<u>5</u>	<u>10</u>
<b>Surplus on ordinary activities before tax</b>	<b><u>77,938</u></b>	<b><u>32,679</u></b>
<b>Retained surplus for the financial year</b>	<b><u>77,938</u></b>	<b><u>32,679</u></b>

**All activities derive from continuing operations**

**The notes on pages 13 to 17 form integral part of these accounts.**

**THE AMELIA-MAE FOUNDATION**

Company Number

**06297353**

Balance Sheet

As at 30<sup>th</sup> September 2020

	Notes	2020		2019	
		£	£	£	£
<b>Current Assets</b>					
Cash at the bank and in hand		<u>155,450</u>		<u>77,512</u>	
<b>Total current assets</b>		<b>155,450</b>		<b>77,512</b>	
<b>Creditors: -</b>					
Amount due within one year	<b>8</b>	<u>(1,300)</u>		<u>(1,300)</u>	
<b>Net current assets</b>			<u>154,150</u>		<u>76,212</u>
<b>Net assets</b>			<b><u>154,150</u></b>		<b><u>76,212</u></b>
<b>The funds of the charity</b>					
<b>Unrestricted income funds</b>					
Unrestricted revenue accumulated funds	<b>9</b>	<u>154,150</u>		<u>76,212</u>	
Total unrestricted funds			<u>154,150</u>		<u>76,212</u>
<b>Total charity funds</b>			<b><u>154,150</u></b>		<b><u>76,212</u></b>

The directors are satisfied that the year ended on 30 September 2020 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 8.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

**John Murray – Trustee****Approved by the board of Trustees on 9 December 2020****The notes on page 13 to 17 form an integral part of these accounts**

**THE AMELIA-MAE FOUNDATION**  
**Statement of Cash Flows**  
**For the year ended 30 September 2020**

	Notes	2020 £	2019 £
<b>Cash generated from operating activities</b>	<b>10</b>	<u>77,938</u>	<u>31,840</u>
Cash and cash equivalents at the beginning of the year		<u>77,512</u>	<u>45,672</u>
<b>Total cash and cash equivalents at the end of the year</b>		<u><b>155,450</b></u>	<u><b>77,512</b></u>

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2020

#### 1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP(FRS 102) the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Charity meets the definition of a public benefit entity under FRS 102. Assets & liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes(s).

##### b) Preparation of the accounts on a going concern basis

The financial statements are prepared on a going concern. The Charity is entirely dependent on continuing grant and donation support and as a consequence the going concern basis is also dependent on that continuing financial support.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. Income received in advance of the provision of specified services is deferred until the criteria for income recognition are met.

##### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

##### e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2020

#### f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the consists of commercial trading.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities. These costs have been allocated between costs of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note1.

#### i) Cash at bank and in hand

Cash at bank and cash 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.

#### j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimating reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### k) 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

## THE AMELIA-MAE FOUNDATION

### Notes to the Accounts for the year ended 30 September 2020

at transaction value and subsequently measured at their settlement value with the exception of bank loan which are subsequently measured at amortised cost using the effective interest method.

#### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### 3 Income from fundraising donations and legacies

	2020	2019
	£	£
Gifts and donations from fundraising	135,288	148,932
Donated services	<u>360</u>	<u>360</u>
	<u>135,648</u>	<u>149,292</u>

The Trust benefits from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 4 Investment Income

All of the Charity's investment income of £5 (2019: £10) arises from money held in interest bearing deposit accounts.

#### 5 Analysis of expenditure on charitable activities

	2020	2019
	£	£
Publicising and fundraising activities	6,266	23,705
Grants and gifts	23,310	74,424
Wages and salaries	5,460	1,064
Administration	9,722	3,154
Travel and other related expenses	<u>11,480</u>	<u>13,136</u>
Total	<u>56,238</u>	<u>115,483</u>

The expenditure on charitable activities of £56,238 (2019: £115,483) was all unrestricted.

#### 6 Analysis of governance and support costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its

**THE AMELIA-MAE FOUNDATION**

**Notes to the Accounts for the year ended 30 September 2020**

governance cost, the remaining support costs together with the governance costs are allocated between the key charitable activities undertaken in the year.

<b>Analysis of support and governance costs</b>				
	<b>General support</b>	<b>Governance Function</b>	<b>Total</b>	<b>Basis of apportionment</b>
	<b>£</b>	<b>£</b>	<b>£</b>	
Independent Examiner	<u>-</u>	<u>1,477</u>	<u>1,477</u>	Governance

**7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel.**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Salaries and wages	<u>5,460</u>	<u>1,064</u>

No employees had employee benefits in excess of £60,000 (2019: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

The charity trustees were not paid or received any other benefits from employment with charity in the year neither were they reimbursed expenses during the year.

The key management personnel of the charity comprise the Trustees.

**8 Staff Numbers**

The average monthly head count was 1 part time person (2019: 1) and the average monthly number of staff during the year were as follows:

	<b>2020</b>	<b>2019</b>
	<b>Number</b>	<b>Number</b>
Charitable activities	<u>1</u>	<u>1</u>

**9 Corporation Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**10 Creditors: amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Accrued expenses	<u>1,300</u>	<u>1,300</u>

**THE AMELIA-MAE FOUNDATION****Notes to the Accounts for the year ended 30 September 2020****11 Analysis of charitable funds  
Analysis of movements in funds**

	<b>Balance</b>				<b>Funds</b>
	<b>1 October 2019</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>30 September</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>2020</b>
					<b>£</b>
<b>General fund</b>	<u>76,212</u>	135,653	(57,715)	-	<u>154,150</u>

General fund            The 'free reserves' after allowing for all designated funds

**12 Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Net movement in funds	77,938	32,679
Increase (decrease) in creditors	<u>(1,300)</u>	<u>(839)</u>
<b>Net cash generated from operating activities</b>	<b><u>76,638</u></b>	<b><u>31,840</u></b>

**13 Related party transactions**

There are no transactions with related parties requiring to be reported in these accounts.