



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.

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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.

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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 th 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 4th 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

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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

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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

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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

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Statement of Financial Activities
For the year ended 30th September 2023

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

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

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

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

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

All activities derive from continuing operation.

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

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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

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

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 30th September 2023**

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

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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.

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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 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 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.

	Analysis of support and governance costs			Basis of apportionment
	General support	Governance Function	Total	
	£	£	£	
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.

	2023	2022
	£	£
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:

	2023	2022
	Number	Number
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.

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Notes to the Accounts for the year ended 30 September 2023

10 Tangible fixed assets

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

11 Creditors: amounts falling due within one year

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

12 Analysis of charitable funds
Analysis of movements in funds

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

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