

CYSTIC FIBROSIS CARE
REPORT AND FINANCIAL STATEMENTS
FOR THE 12 MONTHS ENDED 30 NOVEMBER 2020
CHARITY NUMBER 1162445

CYSTIC FIBROSIS CARE

CONTENTS OF THE FINANCIAL STATEMENTS for the 12 months ended 30 November 2020

	Page
Reference and Administration Details of the Charity, its Trustees and Advisers	3
Trustees' Annual Report	4
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the Financial Statements	12

CYSTIC FIBROSIS CARE

REFERENCE AND ADMINISTRATION DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS for the 12 months ended 30 November 2020

Charity Registration Number: 1162445

Trustees:	Mr C York (Chairman) Mrs S York Mr M Rose Mrs G Tomkins – resigned 2.12.19 Mrs C J Sunley Mr N Wilson - appointed 26.6.20
Principal Address:	Westgarth House Snape Bedale North Yorkshire DL8 2TJ
Bankers:	HSBC 189 High Street Northallerton DL7 8LG
Independent Examiner:	Suzanne Bolton, FCA Streamline Accountants Barclays Bank Chambers 18 North End Bedale DL8 1AB

CYSTIC FIBROSIS CARE

TRUSTEES' ANNUAL REPORT

for the 12 months ended 30 November 2020

The Trustees present their annual report and the financial statements of the charity for the year ended 30 November 2020. The financial statements have been prepared in accordance with the accounting policies set out on pages 12 and 13 and comply with the Charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), as updated by Update Bulletin 1.

Structure, Governance and Management

Governing Document

Cystic Fibrosis Care is a Charitable Incorporated Organisation (CIO) which was registered with the Charity Commission on 29 June 2015. The Charity is governed by its constitution, dated 23 March 2015.

Recruitment and Appointment of Trustees

It is the policy of the Charity to recruit persons who have the skills, knowledge and experience which will assist in the management and promotion of the Charity.

The Trustees delegate the day to day running and responsibility of the charity to the executive director Patricia Kilpatrick.

Objectives and Activities

The Cystic Fibrosis Care charity is a registered charity, which was established in 2015. The Charity's objects are to improve the quality of life for those living with cystic fibrosis by providing emotional support and counselling as well as vital medical items and exercise equipment to individuals and Specialist CF Units, and by providing grants for welfare and hospital expenses.

The Trustees confirm that in exercising their duties they have had due regard to the guidance on public benefit, published by the Charity Commission.

CYSTIC FIBROSIS CARE

The Charity has a small team of volunteers who sign a volunteer agreement. They help at events with collections, registration, marshalling and helping with refreshments and give their time freely. They are covered under the Charity's insurance policy in the event of an accident.

Our Mission

Our charity, Cystic Fibrosis Care, began in June 2015. Our vision is to create a world where those with Cystic Fibrosis can access the care that they need to improve the quality of their life and minimise their daily struggle.

Breathing is something we take for granted, but for those with Cystic Fibrosis the reality is very different. Cystic Fibrosis (CF) is a life-shortening, life limiting, inherited disease affecting over 10,400 people in the UK. One person in 25 carries the faulty CF gene, usually without being aware. This equates to over two million people in the UK. If two carriers have a baby, there is a one in four chance of their child having Cystic Fibrosis. CF affects the internal organs, especially the lungs and digestive system, clogging them with thick sticky mucus making it hard to breathe and digest food.

Those with CF have to work very hard to keep their lungs healthy. They have to eat 50% more calories every day, they need daily physiotherapy, and require invasive medical treatment, spending a great deal of time in hospital. A transplant for those with severe lung disease is often the only option, if indeed it is available. Treatments to control the symptoms are improving, and during the past year a new drug, Kaftrio, has become available to patients from the age of 12 years old which is having a huge impact of health, although the average life expectancy is still in the early 40's and there is no cure.

The nature and treatment of the disease interferes with day-to-day life and the demands of coping with the symptoms and treatments can cause massive financial issues for many patients and families. A shortened life span and frequent hospitalisation is a constant concern, and it is our mission to support those in their lifelong battle with CF.

Achievements and Performance

The pandemic has had a severe impact on patients and families with real emergency situations needing immediate response. We developed a Covid-19 Emergency Grant to deal with some of the very difficult situations patients were facing and paused all exercise grants and equipment grants to allow us to concentrate on these. Throughout the crisis we have funded grants to:

- help plug the gap in the delay of benefit payment
- provide food vouchers
- offer psychological support
- pay travel costs to hospital
- provide anti-bacterial face masks

This past year has been like no other in our collective memory! Having some of our major fundraising events postponed until 2021 has had a real impact on the Charity and yet there have been more requests for support than ever before. We established virtual events driven by social media as early as April 2020 to give

CYSTIC FIBROSIS CARE

our volunteers and those with Cystic Fibrosis a focus and a reason to exercise both indoors and outdoors as part of their daily routine, giving many optimism and hope throughout the year.

We held successful virtual challenges through the summer months and Christmas events which we hope to repeat during the coming year.

We started work on a long-term strategy plan to assess our core values, detail our objectives for the near and long-term future and planning where our funding will come from (virtual/online and offline events, social media, grants). We continue to review our strengths, weakness, opportunities and gaps as a charity so that we can be ready for the post Corona virus world. A brief review of the year includes:

- We provided Covid19 emergency grants for patients offering direct support with food vouchers for both individuals and for families as they struggle with loss of jobs and higher living costs.
- We distributed over 3000 quality, specially-designed AB Face Masks to CF adults and children over the age of 13 years and to CF Units. We have continued to offer Activity Packs to CF Centres for both in-patients and out-patient clinics to occupy patients who have to spend many hours waiting in hospital.
- As we were unable to arrange parent group meetings, we instead turned to zoom call support groups and social media to provide a link for younger adults.
- We have updated our grant procedure and processes with the Trustee Grant Team to help provide direct grants to patients and CF Units. Our policies and procedures comply with the Charity Commission and the General Data Protection Regulation which provides greater protection around personal data. The Investment Policy, the Financial Policy and the Conflicts of Interest Policy were also reviewed and updated. The Charity continues to carry out its purpose for public benefit.

Financial Review

The pandemic has had a huge impact on the ability of the Charity to generate funds as the planned events and activities had to be put on hold. To counteract this fall in income, a number of 'virtual' events were organised and advertised using social media.

Total incoming resources for the period amount to £ 69,915 (2019: £122,329), comprising £ 31,268 (2019: £5,675) from donations, £ 36,547 (2019: £116,654) from fundraising events and £ 2,100 from interest.

Resources expended amount to £64,125 (2019: £90,906) comprising £35,194 (2019: £30,546) on charitable activities, £nil (2019: £30,859) on fundraising activities and £28,931 (2019: £29,501) on general expenditure.

At end of the year the unrestricted funds held were £265,148 (2019: £259,358). All funds at present in the hands of the Charity are available for the general provision of the Charity's objects.

CYSTIC FIBROSIS CARE

Reserves Policy

The Charity retains the unrestricted reserve to provide sufficient resources to enable the Charity to fund its activities. The level of reserves is monitored and reviewed by the Trustees throughout the period.

Risk Management

The Trustees consider and review the major risks to which the Charity is exposed on a regular basis. They establish systems and procedures to manage these risks to an acceptable level. In particular they scrutinise financial risks relating to its reliance on legacies, donations and gifts to cover the costs of the services it provides.

Plans for Future Periods

We will continue to fund emergency grants for those impacted by Covid-19 while the spread of the disease may be decreasing, the long-term impact will continue to be felt by the CF community. We will also continue to offer CF training for nurses online with the EducateCF course. We will carry on supplying AB face masks to CF adults and CF Units. We are in discussions with the clinicians to offer funding towards the new York Hospital CF outpatients clinic and the refurbishment of the Seacroft Hospital outpatients clinic in Leeds, which is currently suspended until 2021.

We identified a funding gap in education for CF adults as there is currently only one other charity offering this help for college age students aged 18 to 24. We will offer an education grant in the future to provide CF adult patients aged 21+ with a grant towards further education and retraining for employment as health and life expectancy of patients improves due to new drug treatments now available.



CYSTIC FIBROSIS CARE

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Principles). The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of that charity for that year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- observe the methods and principles in the Charities SORP (FRS 102);
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

Approved by the Trustees and signed on their behalf on

2021 by:

Mr C York (Chairman) Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CYSTIC FIBROSIS CARE

for the 12 months ended 30 November 2020

I report on the accounts of the Charity for the period ended 30 November 2018, which are set out on pages 8 to 13.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this period under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures 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 independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Suzanne Bolton FCA
Streamline Accountants
Barclays Bank Chambers
18 North End
Bedale DL8 1AB

2021

CYSTIC FIBROSIS CARE

STATEMENT OF FINANCIAL ACTIVITIES

for the 12 months ended 30 November 2020

		Unrestricted Funds	
		2020	2019
	Notes	£	£
INCOMING RESOURCES			
Income and endowments from:			
Donations and legacies	2	31,268	5,675
Other trading activities	3	36,547	116,654
Interest		2,100	0
		<hr/>	<hr/>
Total income		69,915	122,329
		<hr/>	<hr/>
 RESOURCES EXPENDED			
Expenditure on:			
Raising funds	4	-	30,859
Charitable activities	5	35,194	30,546
Other	6	28,931	29,501
		<hr/>	<hr/>
Total expenditure		64,125	90,906
		<hr/>	<hr/>
Net income and Net movement in funds		5,790	31,423
Total funds brought forward		259,358	227,935
		<hr/>	<hr/>
Total funds carried forward		265,148	259,358
		=====	=====

CYSTIC FIBROSIS CARE

BALANCE SHEET As at 30 November 2020

	Notes	2020 £	2019 £
CURRENT ASSETS			
Prepayments & Accrued Income	8	3,367	4,698
Cash at bank and in hand		190,881	258,701
Investments	75,000		
		_____	_____
Total current assets		269,248	263,399
Creditors: Amounts falling due within one year	9	(4,100)	(4,041)
		_____	_____
Net current assets		265,148	259,358
		_____	_____
Total net assets		265,148	259,358
		_____	_____
FUNDS OF THE CHARITY			
Unrestricted funds		265,148	259,358
		_____	_____
Total funds		265,148	259,358
		=====	=====

The financial statements were approved by the Board of Trustees on

2021 and signed on its behalf by:

Mr C York (Chairman) Trustee

NOTES TO THE FINANCIAL STATEMENTS for the 12 months ended 30 November 2020

1 ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to the accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP) preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, as updated by Update Bulletin 1, and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and with the Charities Act 2011.

The financial statements have been prepared to give a true and fair view of the state of affairs of the Charity as at the end of the financial period and of the net income or expenditure of the Charity for the financial period, and the accounting policies adopted are those outlined below.

Cystic Fibrosis Care constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

Income is recognised when the Charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that income will be received and the amount can be measured reliably.

All funds administered by the Charity are unrestricted funds and are available to be applied for the general purposes of the charity.

Offsetting

There has been no offsetting of assets and liabilities or income and expenditure, unless required or permitted by the FRS 102 SORP or FRS 102.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the Trustees' annual report.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation committing the Charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes irrecoverable VAT.

CYSTIC FIBROSIS CARE

NOTES TO THE FINANCIAL STATEMENTS for the 12 months ended 30 November 2020
(continued)

Creditors

Creditors are recognised at their settlement amount after allowing for any trade discounts due.

2 DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations and gifts	31,268	5,675
	=====	=====

3 INCOME FROM OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Cycling events	21,224	10,864
Running events	10,040	-
Coast to Coast Cycle	2,326	-
Lake Geneva Swim	-	5,682
York Race Day	-	64,502
D Gurney Darts	-	17,440
North Yorkshire tennis tournament	-	3,220
Other	2,957	14,946
	=====	=====
	36,547	116,654
	=====	=====

4 OTHER FUNDRAISING COSTS

	2020	2019
	£	£
York race day	0	29,152
Other	0	1,707
	=====	=====
	0	30,859
	=====	=====

CYSTIC FIBROSIS CARE**NOTES TO THE FINANCIAL STATEMENTS – continued for the 12 months ended 30 November 2020****5 EXPENDITURE ON CHARITABLE ACTIVITIES**

	2020	2019
	£	£
Grants paid	35,051	30,347
Activity Packs	143	199
	<hr/>	<hr/>
	35,194	30,546
	=====	=====

6 OTHER COSTS

	2020	2019
	£	£
Wages and salaries	21,472	21,046
Advertising	2,111	1,391
Printing, postage and office expenses	3,882	2,926
Travel and subsistence	538	3,169
Insurance	541	618
Independent examiner's fee	150	150
Accountancy fees	237	201
Legal and professional fees	-	-
Sundry expenses	-	-
	<hr/>	<hr/>
	28,931	29,501
	=====	=====

7 STAFF COSTS

	2020	2019
	£	£
Wages and salaries	21,472	21,046
	=====	=====

The average number of employees during the period was 1 (2019: 1). No employee had emoluments in excess of £60,000.

CYSTIC FIBROSIS CARE

NOTES TO THE FINANCIAL STATEMENTS – continued for the 12 months ended 30 November 2020

8 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Prepayments and accrued income	3,367 =====	4,698 =====

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	-	-
Taxation and social security	856	850
Accruals and deferred income	3,244	3,191
	<hr/> 4,100 =====	<hr/> 4,041 =====

10 TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

The trustees received no remuneration for their services to the Charity during the year. One Trustee received £99 for reimbursed expenses.