



**Team Phoenix Foundation**  
MIND BODY SOUL

Charity Number: 1167532

Trustees' Annual Report and Financial Statements  
for the period  
1 January 2023 to 31 December 2023

## 1. REFERENCE & ADMINISTRATION DETAILS

Charity name: **TEAM PHOENIX FOUNDATION**

Charity number: **1167532**

Charity's address: **12 Otteridge Road, Bearsted, Maidstone, Kent, ME14 4JR**

## 2. NAME OF THE CHARITY TRUSTEES WHO MANAGE THE CHARITY

	Trustee name	Office ( <i>if any</i> )	Appointed	Retired
1.	Sharon Griffin	Chairperson	01/05/2020	N/A
2.	Elizabeth Sim	Trustee	22/01/2022	30/04/2024
3.	Beverley Gibbs	Trustee and Treasurer	01/12/2021	N/A
4.	Sophia Looney	Trustee	30/04/2024	N/A
5.	Vanessa Curtis	Trustee	30/04/2024	N/A

## 3. STRUCTURE, GOVERNANCE & MANAGEMENT

Type of governing document: Constitution

How the charity is constituted: Charitable Incorporated Organisation

Trustee selection methods: Trustees are based on personal recommendations and relevant experience as well as applicants applying from specs placed on social media platforms.

How the trustees are inducted and trained: Presently no formal induction/training is deemed necessary due to the size and scope of the charity's activities.

Additional governance issues: None.

## 4. OBJECTIVES & ACTIVITIES

The aim of the Team Phoenix Foundation is to protect and enhance the physical and mental health of women affected by breast cancer in the UK by providing financial assistance, support, education and practical advice.

The diagnosis and treatment of, and recovery from, breast cancer is extremely hard physically, mentally and emotionally. Our objective is to help these women start to rebuild these elements of their lives through sport, by helping them train for and participate in triathlon. In doing so we provide participants with:

- Increased contact with fellow survivors, and through training and socialising together, allowing them to share, bond and heal their minds without explicitly seeking help and advice.
- Improved physical fitness and bringing back bodily strength following cancer treatment.
- Self-actualisation that will provide a meaningful renewal in each and every participant's soul.

## **5. ACHIEVEMENTS & PERFORMANCE**

Eight ladies were recruited for the 2023 programme. As in past years, the ladies were of differing fitness levels and abilities, but all were determined to make the most of the training and the opportunity to meet others who had a shared experience of breast cancer.

We again partnered with Medway Tri who provided a training programme for the bike and run. The swim training was held at the Sir Joseph Williamson's Mathematical School pool, organised by H2O and then at Leybourne Lake. We would like to take the opportunity to thank all the coaches and volunteers that supported the team throughout the training, many of whom came to Hever Castle and cheered the team on during the triathlon.

The ladies all completed the tri with ladies from previous years joining with family and friends to cheer the TP2023 ladies on. As always, our thanks go to The Castle Triathlon Series at Hever Castle for the support and publicity they continue to give The Team Phoenix Foundation.

As well as the swim, bike, run training, we continued to bring in additional wellness and exercise programmes for both the 2023 Firebirds and previous years' Firebirds. We organised Pilates, yoga, stretch classes that were well attended by the whole TP family. As were the gong bath and Christmas wreath making sessions. This year's celebration event was again a lower key event than normal with the 2023 team choosing to celebrate with the coaches and trustees.

The feedback from the TP2021 ladies that there should be no barriers to a lady being able to take part in the programme, especially a financial one, has been instrumental in the way that the programme has developed since 2022. As promised last year, we have expanded the wellness and exercise offerings with the opportunity for the whole TP family to join wherever possible. Our current financial position ensures that we have the funds to continue to provide support to all.

Team Phoenix Foundation continues to develop the programme and the support it gives to all Firebirds. This will continue in future years thanks to the continued financial health of the charity.

## 6. FINANCIAL REVIEW

This year we raised £12,658 in athlete sponsorship and our thanks go out to the 2023 Firebirds for their fundraising efforts. In addition, £2,352 was raised from the sale of old equipment and Team Phoenix branded clothing and kit. A further £132 was raised by donations from participants in the Charity's wellness programme. A total income of £15,142 was achieved in 2023.

This enabled the Charity to end the year with a healthy bank balance of £39,191. This ensures that Team Phoenix Foundation will have sufficient funds to continue the programme for at least the next three years and to grow wellbeing, exercise programmes and social events that will promote the TP ethos of mind, body and soul for the whole TP community. The TP 2021's concerns that personal costs could prevent some women from participating have been addressed and all training, wellbeing and exercise programmes' costs are now free to current year participants. Past Firebirds have been able to participate in some of the wellbeing and exercise programmes either free of charge or for a donation to cover costs.

The accounts for 2023 have been restated due to an error that was found while completing the 2024 accounts. Two items of expenditure were included in both the 2022 and the 2023 accounts. We have reviewed the financial procedures and have put in place checks to prevent a recurrence of this type of error, together with other procedures to maintain good financial management. The restatement of the accounts and resubmission has meant that the date shown for the submission of the 2023 accounts is now October 2025 and therefore classed as late.

A copy of the charity's accounts can be found on the Charities Commission website: <https://www.gov.uk/government/organisations/charity-commission>, and is attached in Appendix 1.

## 7. DECLARATION

The trustees declare that they have approved this Trustees' Annual Report.

Signed on behalf of the TPF Trustees

Signatures:

Full name(s): Sharon Griffin

Beverley Gibbs

Position(s): Chairperson

Trustee and Treasurer

28/10/2025

28/10/2025





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Team Phoenix Foundation

## Receipts and payments accounts

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For the period  
from

01/01/2023

To

31/12/2023

### Section A Receipts and payments

Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £

#### A1 Receipts

Ticket Sales	-	-	-	-	-
Donations	-	-	-	-	-
Donations (Other)	-	-	-	-	-
Wellness Programme Income	132	-	-	-	1,711
Grants	-	-	-	132	319
Corporate Donations	-	-	-	-	-
Equipment Sales	1,489	-	-	1,489	1,931
Athlete Sponsorship	12,658	-	-	12,658	13,081
Merchandise Sales	863	-	-	863	554
<b>Sub total (Gross income for AR)</b>	<b>15,142</b>	<b>-</b>	<b>-</b>	<b>15,142</b>	<b>17,596</b>

#### A2 Asset and investment sales, (see table).

	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>15,142</b>	<b>-</b>	<b>-</b>	<b>15,142</b>	<b>17,596</b>

#### A3 Payments

Fundraising Costs	447	-	-	447	398
General Office Costs	336	-	-	336	326
Governance Costs	240	-	-	240	-
Event Costs - Hever Castle 2023	7,435	-	-	7,435	7,346
Merchandise Costs	1,254	-	-	1,254	1,479
External Consultants	-	-	-	-	-
Insurance	302	-	-	302	302
Advertising & Promotion	-	-	-	-	-
Welcome and celebration costs	1,434	-	-	1,434	1,684
Wellness programme	1,910	-	-	1,910	838
<b>Sub total</b>	<b>13,358</b>	<b>-</b>	<b>-</b>	<b>13,358</b>	<b>12,373</b>

#### A4 Asset and investment purchases, (see table)

	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>13,358</b>	<b>-</b>	<b>-</b>	<b>13,358</b>	<b>12,373</b>

#### Net of receipts/(payments)

	1,784	-	-	1,784	5,223
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>37,407</b>	<b>-</b>	<b>-</b>	<b>37,407</b>	<b>32,184</b>
<b>Cash funds this year end</b>	<b>39,191</b>	<b>-</b>	<b>-</b>	<b>39,191</b>	<b>37,407</b>

CCXX R1 accounts (SS)

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Funds at Bank	39,191		
		-	-	-
		-	-	-
	<b>Total cash funds</b>	39,191	-	-
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
Signed by one or two trustees on behalf of all the trustees				
Signature		Print Name	Date of approval	
		Sharon Griffin		