



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> June 2020 To 31<sup>st</sup> May 2021**

**Charity name: Breast Friends Northamptonshire**

**Charity registration number: 1171651**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Breast Friends Northamptonshire provides practical and emotional support for people affected by breast cancer in Northamptonshire and the surrounding area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Online support Monthly meetings Wellness walks Wellbeing events Treatment and surgery support bags Breast cancer awareness Fundraising
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance on public benefit.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>During the financial year ending 31<sup>st</sup> May 2021, the charity has worked with its members to continue to deliver high quality support for existing and new members during continued complex times as a result of the Covid pandemic.</b></p> <p><b>Much work was done to ensure there were leaflets and information available in hospitals and surgeries to inform newly diagnosed patients about our support services. The charity's membership has continued to increase slightly even through the lockdown and risen from 250 in May 2020 to around 280 at the end of May 2021.</b></p> <p><b>The continuation of delivery of Surgery, Radiotherapy, Chemotherapy and our newly added Lymphodmea support bags throughout this time has provided strong support to members going through cancer treatment, providing 118 bags across the year. These are exceptionally important for members who were unable to reach face to face support owing to the pandemic.</b></p> <p><b>Wellbeing events have continued during the Pandemic online including regular Pilates, Coffee afternoons, Mindfulness, Book Club, Story Times, Partner Support, Art Therapy, Online Social events including Bingo evenings, Fitness and Yoga.</b></p> <p><b>The dedicated support group for those with secondary breast cancer called 'Living With Living Well' offered a variety of events to support the health and wellbeing of those with metastatic breast cancer including Yoga, Chair exercise and Relaxation.</b></p>

		<b>During the year the Trustee Board consisted of Leonie Heard, Michael Bates, Julie Kennedy, Sally Wood and Louise Gordon.</b>
--	--	---

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Income for the period was £17,092 Expenditure for the period was £23,963 Net income was £(6,871)</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>There is no specific policy on holding reserves. Of the £49,609 held, £8,636 is ring fenced for the Living With Living Well project to support people with secondary breast cancer. The remaining £40,972 is to be used for the main purposes and activities of the charity as outlined above.</b>
Amount of reserves held	Para 1.22	<b>As above</b>
Reasons for holding zero reserves	Para 1.22	<b>Not Applicable</b>
Details of fund materially in deficit	Para 1.24	<b>Not Applicable</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>Not Applicable</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated Organisation whose only voting members are its charity trustees ("Foundation" model constitution)</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Elected by Trustee Board</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Breast Friends Northamptonshire
Other name the charity uses	Breast Friends Northampton
Registered charity number	1171651
Charity's principal address	18 Campus Drive, Northampton NN2 7FN

--	--

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Leonie Heard			
2	Michael Bates			
3	Julie Kennedy			
4	Sally Wood		01/6/2020 – 9/03/2021	
5	Louise Gordon		01/6/2020 – 7/03/2021	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Corporate trustees – names of the directors at the date the report was approved

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	




## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--	--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

--

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Leonie Heard

Position (eg Secretary,  
Chair, etc)

Founder Trustee

Date

6.2.22

**Breast Friends Northamptonshire**  
**Receipts and Payments account**

**Charity no: 1171651**

**Year ended** **31/05/2021** **31/05/2020**

**Receipts**

Fundraising and donations	9,354	20,976
Gift Aid	326	8,005
Wellbeing walks	0	999
Northampton Lottery	1,539	613
PayPal Giving	682	565
Breast cancer awareness	0	548
Facebook Giving	3,255	260
Amazon Smile	229	106
Recycle4Charity	92	84
Easy Fundraising	150	75
Living with Living Well Project income	0	566
Calendar sales	1,020	7,880
Chemotherapy Kit Bags	447	
	<u>17,092</u>	<u>40,677</u>

**Payments**

Wellbeing events	8,804	8,733
Chemotherapy kit bags	3,103	4,096
Meetings	1,105	4,062
Wellbeing walks	0	2,750
Advertising & promotions	1,557	2,486
Postage, printing & stationery	1,828	1,193
Sundries	1,063	1,111
Awareness	357	554
Book Club	2,162	352
Mileage/parking	181	222
Fundraising	0	171
Insurance	84	84
Discretionary awards	0	0
Living with Living Well Project expenditure	3,583	2,852
Calendar costs	12	3,523
Art Therapy	125	
	<u>23,963</u>	<u>32,191</u>

**Net income/(expenditure)**

Breast Friends Northamptonshire activities	(3,289)	10,772
Living With Living Well Project	(3,583)	(2,286)
	<u>(6,871)</u>	<u>8,486</u>

**Breast Friends Northamptonshire****Charity no: 1171651****Balance sheet as at:****31/05/2021****31/05/2020**

Fixed assets	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>
Current assets		
Debtors	0	0
Cash at bank - Breast Friends Northamptonshire	40,922	44,211
Cash at bank - Living With Living Well Project	8,636	12,219
Petty cash	<u>50</u>	<u>50</u>
	49,609	56,480
Creditors, within 1 year	<u>0</u>	<u>0</u>
Net current assets/(liabilities)	49,609	56,480
Total assets less current liabilities	<u>49,609</u>	<u>56,480</u>
Creditors, after 1 year	0	0
Total net assets or liabilities	<u><b>49,609</b></u>	<u><b>56,480</b></u>
Funds of the charity		
Breast Friends Northamptonshire	40,972	44,261
Living With Living Well Project	<u>8,636</u>	<u>12,219</u>
	<u><b>49,609</b></u>	<u><b>56,480</b></u>