



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	October	2019		30	September	2020

Section A Reference and administration details

Charity name	Above & Beyond Cancer Foundation
Other names charity is known by	Above & Beyond
Registered charity number (if any)	1173983
Charity's principal address	3 The Rowlands Biggleswade Beds Postcode SG18 8NY

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	Karen Chin	Chair		
2	Jayne Proctor	Secretary		
3	Julie Morrison	Finance Manager		
4	Susannah King			
5	Liz Roe			
6	Melinda Bettsworth			
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	By appointment

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity provide each Volunteer with a letter outlining the expectations when volunteering on behalf of the charity.

A Therapist Letter was set up to help and protect those that offer their therapies on behalf of the charity.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote and protect good health for the public benefit, living with or affected by cancer by;

- A) offering a safe and confidential network of support in which people with a cancer diagnosis, their carers and family members can exchange experiences, meet others and develop a network of support and mutual aid and;
- B) providing practical advice and sensitive information and support including access to complimentary therapies, including but not exclusively limited to, aromatherapy, reflexology, massage, skincare, and relaxation techniques.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Summary of Main Activities:

- a) meeting up with cancer patients and/or loved ones to talk over their diagnosis and how the diagnosis is affecting their day to day living. Due to the pandemic and subsequent lockdowns that took place during the reporting period, the majority of support was given over the telephone or via Zoom or FaceTime.
- b) To explain and establish the objectives of the charity and how it can help them and their loved ones
- c) Once their needs have been established (if any), pathways are put in place to assist and support
- d) Offering access and funding to complimentary/holistic therapies (if needed/wanted). Trustees/members will approach therapists on their behalf and arrange for communication between the two parties for the treatments to take place. These are offered by local therapists/beauticians,
- e) Once or twice a year organising and funding a Wellbeing/Pamper Day, which we now call an Holistic & Wellbeing Day are run exclusively and funded by Above & Beyond Cancer Foundation at a local venue. This event normally takes place on a Sunday, within the months of May/June & November.
- f) Organising 'resource bundles' and gifts of encouragement.

At the beginning of the accounting period the charity was overseen by 7 Trustees and 1 non-voting committee member. In March 2020 one of our Trustees stepped down, due to pressure of work.

Due to Covid-19 we have only been able to hold two in-person committee meetings, these were held in Nov 2019 and March 2020. An EGM was held in January. At each meeting at least 4 members have been present and minutes have been drawn up and agreed after each sitting. Items on the Agenda include, but not limited to Fundraising, funding opportunities, financial overview of expenditure and income since the previous meeting. Reports are given with regards to how many people are being helped and what if any action needs to be taken with regards to their support.

Due to Covid-19, the Chair put together 3 Briefing Notes covering the period between March and September, these were dated May, July & September. These briefing notes covered all the above aspects of the running of the charity as well as the operational changes due to the pandemic. These were emailed to each committee member and these were received positively as they covered all aspects of the charity.

The Trustees, in making decisions, have had due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We can not survive as a charity without the support and commitment of the volunteers that come from the local community. Particularly, the volunteering of therapists/beauticians that give up their time to deliver complimentary/holistic treatments at our wellbeing/pamper day events. During this account period, the charity held one Holistic & wellbeing Day in November 2019. Another was scheduled for June 2020, but had to be cancelled due to the pandemic.

For these events to also run smoothly, we have help from loved ones as well as family and friends from the committee who help make cups of tea and sit and talk to those that attend these events.

Due to the ongoing commitment of all of the therapists we introduced a Therapist Letter, which is sent out to each therapist before the event that their services are being used for. This informs them of charity standards and details of the event itself.

At the end of the previous reporting year we won a nomination to be the chosen charity of a local clothes shop. This required Volunteers and Trustees alike to 'shake a can' outside the shop once a month. Sadly, due to the pandemic from March onwards these collections stopped due to the government guidelines.

Due to the ongoing commitment of volunteers we introduced a Volunteer Policy which is emailed to each volunteer and informs them of the event they are volunteering for and the standards that the charity needs to maintain.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

SUMMARY OF MAIN ACHIEVEMENTS

Holistic & Wellbeing Day –

Summary of the Day:

- a) 8th Pamper day held by A&BCF at a cost of £1,275
- b) held at The Oakley Suite, Wyboston Lakes Resort, Wyboston, St Neots.
- c) 24 Cancer Patients & 18 loved ones attended the day
- d) 14 holistic/complimentary therapists donated their time and services on the day.
- e) 1 relaxation therapist donated her time and services.
- f) The day comprised of morning and afternoon appointments with each cancer patient having at least three treatments and if a loved one came with them, they had at least one treatment.
- g) The treatments on offer on the day were, Reflexology, Hot stones, Full Facials, Reiki, Manicure & Pedicures, Skincare makeovers, Bamboo Massage and Back Massages. The relaxation sessions on offer were Tibetan Singing Bowls.
- h) Tea & coffee and refreshments were offered throughout the day and lunch was provided for the therapists.
- i) 106 appointments were available on the day and 98 appointments were utilised.
- j) At the conclusion of the event both attendees and therapists were invited to give feedback on their evaluation of the day. Cancer patients that attended indicated a significant improvement in their general wellbeing after the event and the therapists indicated how organised and well run the event was.

FUNDRAISING EVENTS

We are tremendously humbled by the support of the local community and have received the following in the way of fundraising:

- a) Through our partnership with Primark and their commitment to fundraising for us
- b) One of our Trustees and Husband did a 21 mile swim and half marathon and raised over £1,100
- c) A husband of one of a patient who sadly passed away, who we supported completed the Royal Parks Half Marathon as well as doing a fundraiser for us during Covid-19 raised in the region of £750.00
- d) A local amateur dramatics society put on a performance of their version of The Greatest Show and raised £2,250.00
- e) A local gentleman did Sober October and raised £235
- f) A relation of one of our trustees took on the epic challenge of completing the Himalyan 100 Mile Stage Race and raised just over £3,000.
- g) The mother of our trustees undertook an Afternoon Tea Fundraiser and raised £435.00
- h) Coffee mornings were held monthly by a lady who has been helped by the charity and raised just over £300, another lady raised nearly £300, by organising a Pink Night in her community.
- i) During this reporting period we were the recipient of Community Matters from Waitrose and Asda Green Token Scheme.
- j) We were pleased to be accepted into the Co-Op Community Fund Scheme and received £1,250 during this reporting period.
- k) The charity held a Quiz Night in November at a local bowls club that involved the local community and raised just over £800 with approximately 60 people in attendance

GROWTH OF CHARITY

At the end of the accounting period the charity was actively helping 55

CORPORATE DONATION

We were informed by Primark in Bedford that they will continue to chose us as their charity of choice for the coming year due to the pandemic having an adverse effect on fundraising in-store and in-house.

NETWORKING AND FORMING PARTNERSHIPS

We have been able to maintain our existing partnerships and have built new ones with local therapists, particularly owners of holistic practices.

Brief statement of the charity's policy on reserves

Reserves are held in the form of cash at bank and are all unrestricted funds. They are held to help fund the future activities of the charity in line with it's charitable objectives.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main source of funds during the year were from fundraising activities organised by the community and donations from individuals and local companies, which we have highlighted in the Section D

NOTABLE DONATIONS

- Sadly, several of those that we supported during the reporting year sadly passed away and their families chose us as their charity of choice at their funerals and this raised nearly £500
- A very special young lady that we supported until her death in Nov 2019, left us £3,000 which was passed to us via her family mid 2020.

The income of this reporting year was just over £18,922 and this has helped us maintain our presence within the local cancer community and have continued to offer the services that have become a lifeline to cancer patients during this reporting year.

Our Main expenditure costs were:

- hiring of venues for the Pamper Days, however we rely heavily on volunteers to supply the holistic and wellbeing treatments.
- Funding holistic/complimentary treatments and wellness packages to cancer patients and their loved ones
- Client support; including, but not limited to flowers, gifts of encouragement, brunches and resource bundles etc
- Expenses and Mileage in meeting the needs of the clients that the charity is supporting.
- Retained Services of K. Chin, not as an employee but on a retainer basis, for the objectives of the charity to be met.

The Charity investment objective is to raise enough funds to support the continued operation of the charity to enable it to meet it's objectives.

Section F	Other optional information
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Section G	Declaration
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Julie Morrison</i>	
Full name(s)	JULIE MORRISON	
Position (eg Secretary, Chair, etc)	FINANCE MANAGER	
Date	13 th December 2020	