



Trustees' Annual Report for the period						
	Period start date			T o	Period end date	
	05	01	2021		04	02
From						

Section A Reference and administration details

Charity name

Matt's Respite Retreats

Other names charity is known by

Registered charity number (if any)

1176431

Charity's principal address

2 Vale View

Common Road

Wincanton

Postcode

BA9 9RB

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 Melissa Parsons	Treasurer	21.12.17.-present	
2 Elizabeth Ralph	Chair	23.11.18- present	
3 Virginia Bridger	Secretary	23.11.18-present	
4 Debbie Nelson		11.09.19-present	
5 Emma Chippendale		11.09.19-present	
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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
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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by resolution passed at properly convened meeting of the charity trustees.

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.

Section C

Objectives and activities

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

The relief of sickness by providing services and facilities to ease the suffering of those with a diagnosis of cancer and to assist the recovery of those with a diagnosis who are sick, convalescent, disabled or inform by providing comforts.

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)

To provide 3 or 4 night respite breaks at the charity's caravan at Weymouth Bay. The charity's Trustee pay regard to the guidance issued by the Charity Commission and seek to benefit a sufficient sector of local cancer sufferers. We believe our service is proving beneficial due to the amount of positive feedback from our beneficiaries.

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The last 12 months has seen the charity get back on track post pandemic. We have seen increased numbers of respite stays.

We have also been able to increase fundraising activity with some small but regular fundraising events, including raffles and bucket shakes at local sporting events. We also have more events planned.

Section E

Financial review

Brief statement of the charity's policy on reserves

We have 6-12 months working reserves as per the charities policies.

Details of any funds materially in deficit

None

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 Charity gains its funds through fundraising and donations, both regular and 'one off'. Funds are also raised from commercial bookings of the caravan.

Expenditure has been made for the maintenance of the caravan in order to provide nominees with respite breaks.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Lizzy Ralph	
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Position (eg Secretary,
Chair, etc)

Chair

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Date

5th Feb 2022

Matt's Respite Retreats

Financial Activities

6 April, 2021 - 5 April, 2022

	TOTAL
Income	
Donations and legacies	3,468.14
Monthly Donations	440.00
Total Donations and legacies	3,908.14
Gift Aid	50.01
Sales - Airbnb	13,113.88
Total Income	£17,072.03
TOTAL	£17,072.03
Expenditures	
Advertising/Promotional	342.72
Caravan Rental	0.00
Cleaning	3,315.00
Fees	6,485.22
Overheads	1,495.86
Total Caravan Rental	11,296.08
Card Charges	7.65
Insurances	694.77
Office/General Administrative Expenses	0.00
Printing, Postage and Stationery	27.48
Total Office/General Administrative Expenses	27.48
Raising funds	22.80
Repair and maintenance	97.65
Total Expenditures	£12,489.15
NET OPERATING INCOME	£4,582.88
Other Income	
Interest earned	3.20
Total Other Income	£3.20
NET OTHER INCOME	£3.20
NET INCOME/(EXPENDITURE)	£4,586.08