



**EMILY HARRIS FOUNDATION**

**ANNUAL REPORT**

**2023 TO 2024**

**Emily Harris Foundation**  
**Registered Charity Number 1196802**  
**Annual Report and Financial Statement**  
**For the Year Ended 30<sup>th</sup> June 2024**

Legal and Administrative Information

---

Charity Number:	1198602
Legal Status:	Registered Charity in England and Wales – Standard Registration
Aims and Objectives:	<p>A) To advance education and training in relation to healthcare by such means as the trustees consider appropriate.</p> <p>B) To relieve persons who are in conditions of need or hardship and to relieve the distress caused thereby on such occasions as the trustees think fit.</p> <p>C) To advance the health and well-being of individuals working within healthcare by such means as the trustees consider appropriate</p>
Activities:	<p>The charity raises funds for use in three areas.</p> <p>A) To provide grants to nursing staff at the King’s Mill Hospital Neonatal Unit to attend training and conferences.</p> <p>B) To provide a hardship fund for families with a baby on the unit.</p> <p>C) To provide support for the well-being of staff who work in King’s Mill Hospital Neonatal Unit.</p>
Board of Trustees:	Kenneth Daly (Chair of Trustees) Martin Dillon Clare Lund Daniella Coles
Foundation Manager:	Clare Harris
Date of Formation:	16 <sup>th</sup> March 2008 (as Charity No. 1127191)
Date of Registration:	26 <sup>th</sup> November 2021 (as Charity No. 1196802)
Registered Address:	64 Emerson Drive, Clipstone Village, Mansfield, Nottinghamshire, NG21 9AX
Auditor	Revd. Robert Howard Jones F.C.M.A., C.G.M.A.

Contents

---

	<b>Page</b>
President's Statement	3
Chair of Trustees Statement	4
Annual Report for Year Ended 30 <sup>th</sup> June 2024	About Emily Harris Foundation 5
	Our Aims 5
	Review of 2023/2024 6
	Plans for the Future 8
	Thanks and Acknowledgements 9
Financial Review 2023/2024	Income 10
	Use of Funds 11
	Remuneration 12
Statement of Trustees' Responsibilities	13

President's Statement

---

It is my great honour to write my part for the annual report which shares the highlights of another impactful year for the Emily Harris Foundation. Over the past year, we have continued to make remarkable strides in fulfilling our aims and objectives and expanding our reach to support even more families in need, and staff on the Neonatal Unit at Kings Mill Hospital.

Despite the challenges that many of us continue to face, the unwavering generosity of our supporters, both old and new, have been truly inspiring. Clare continues to work tirelessly to ensure that any money raised is used in the most effective way to provide vital support in a personal way to those who depend on us. Her passion and commitment for helping others in the name of the Foundation has been the driving force behind everything we've accomplished.

I would like to take this opportunity to share my appreciation too for our wonderful board of trustees who do so much behind the scenes and give so much of their time voluntarily to ensure the smooth running and direction of the charity. They are a vital part of the organisation. We continue to look to recruit additional trustees for the Foundation and would love to hear from you if this is a role that you could fulfil.

I want to extend my deepest gratitude to everyone who has contributed to our success this year. Whether you have supported us financially, volunteered your time, or simply spread the word about our cause, your involvement makes a lasting difference.

As we look to the year ahead, we are filled with optimism and determination. We will continue to focus on making a difference to those in need, exploring new opportunities to expand our services, and ensuring that our work remains sustainable for years to come. With your continued support, we know that we can achieve even greater things.

Thank you for being part of this journey with us. Together, we will continue to make a positive difference in the lives of those who need it the most.

With sincere gratitude,



N A Harris  
President

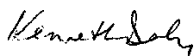


As usual, the Trustees have been very pleased by the year's work of the Foundation. We owe a particular debt of thanks to Clare for her continued hard work to identify new opportunities for supporting the families of those babies in the unit who may be experiencing a difficult time and also for suggesting different ways in which we can support the well-being of the staff on the Unit.

We also are most grateful to everyone who supports our little charity, whether by regular donations, undertaking some gruelling sponsored activity or attending one of the fundraising events such as the Curry Night. Cory Marsh and Deborah James have now raised over £6,000 for the charity with various initiatives and we are grateful to them for their continued commitment. Whatever the amount raised, we appreciate the fact that you all want to help the work of the charity in some way.

It is pleasing to see we have at last managed to get some furniture for the playroom and have installed a Snack Station to help those parents who need something to eat but cannot leave the Unit at the time.

As we end one year and begin another, the Trustees look forward to the charity continuing to provide some welcome support for the hard-working staff and the families which for one reason or other have to spend time in the Unit.



K M Daly  
Chair of Trustees



### **About Emily Harris Foundation**

The Emily Harris Foundation was originally founded in 2008 by Neil and Clare Harris in memory of their daughter Emily Harris who died at the age of 5 months in 2007. In November 2021, the charity re-registered with the Charities Commission as a Charitable Incorporated Organisation (CIO) in order to give it a stronger legal structure. Since 1<sup>st</sup> July 2022, the Emily Harris Foundation has operated under this new structure.

Neil and Clare believed that they were very blessed to spend the short time with Emily that they did. Many people during her life and after she had died said what an inspiration she had been with her determination and her spirit.

Neil and Clare knew then that they had the opportunity to keep her memory and name living on; to inspire others and to repay some of the wonderful care that they as a family received from the King's Mill Neonatal Unit. Family and friends joined Neil and Clare as trustees to form the original board of trustees.

The aims of the charity arose from conversations with senior staff members within the unit and personal experiences of having a baby receiving care on a Neonatal unit and within other hospital settings. When reviewing the structure of the charity, the aims were also reviewed and are now as follows:

1) To provide financial support for King's Mill Hospital Neonatal unit staff members, who wish to undertake further training and where the funding is not able to be supported by the NHS.

By supporting the professional development and training of staff, a long term benefit will be received by all babies who are, and will be, cared for on the unit.

2) To provide financial relief, in cases of hardship, for families with babies receiving care on the King's Mill Hospital Neonatal unit.

By providing practical support to parents, the stress caused by their situation can be eased in some small way.

3) To provide support for the mental health and well-being of the staff who work for King's Mill Hospital Neonatal unit.

By supporting the mental health and well-being of staff, we can help to ensure a consistency of care for the baby's cared for on the unit and support the hospital in its duty of care to staff.

### **Review of 2023/2024 activities**

It has been another successful year for the Emily Harris Foundation with the charity completing its second full year under the new structure and continuing to explore areas for growth and development. Our Foundation Manager has obtained secondary employment working as the Neonatal Lead for the Nottingham & Nottinghamshire Maternity Voices Partnership, enabling her to further her relationships with staff at King's Mill Hospital whilst making new connections at the Nottingham City and Queens Medical Centre sites. This is enabling Clare to gain a wider understanding and knowledge of the needs of families who experience care on Neonatal Units and we hope it will create new ideas for the Charity as well as potentially opening up opportunities for us to support a wider number of people.

There have been a number of staffing changes within the King's Mill Neonatal Unit this year as we said farewell to both Lorraine Collins, Ward Leader, and Rhian Cope, Matron. Both have been incredibly supportive of the Charity over the past few years and we will miss their contributions and input. We wish them well in their new roles – Lorraine having moved to Nottingham University Hospitals as Matron, and Rhian as she moves into the community and the field of special educational needs and health. We welcome Sarah Bray as the new Ward Leader and Sarah Jenkins as Matron and look forward to working with them over the coming months. We were also delighted to end this year by celebrating with the Neonatal Unit their achievement at obtaining their Level 3 Baby Friendly Initiative Accreditation, something we have been able to support in a variety of ways over the years, including funding some of the breast pumps located on the Unit.

Whilst the cost of living crisis and various external pressures continue to impact people's lives, we have been amazed to see that our fundraising events have continued to be well supported and the generosity of our supporters has not waned, leading us to have maintained our annual income at above £30,000 for the third consecutive year, taking us over £300,000 in total raised since the Charity was launched. We are also delighted to have been able to spend more than ever, with a record amount of £41,899.42 being spent this year in supporting families and staff.

The year started brilliantly with a visit to the Mansfield Hospitals Theatre Troupe Presentation Evening where we received a donation for £1500 as part of their incredible fundraising from the Pantomime. We enjoyed a fun evening of entertainment as well as some good food and it was great to meet those involved in the Pantomime!



Presentation Night at the Hospitals Troupe



As always, we are so appreciative of all those businesses and individuals who raise money for us and continue to show generosity despite the challenges they face. It has been another wonderful year with new relationships being made and old ones continuing. We have been the chosen Charity for ArtVenturers, Little Glow, NISA and Lincolnshire Co-op as well as being supported in one-off fundraising by numerous others including Linneys and St Peter's Lodge. Individuals have climbed mountains, run distances and completed other challenges throughout the year – too many to mention but we are so grateful for every penny raised.



ARTventurers Presentation



Donation from St Peters Lodge



Linneys Presentation



Travel Cups

We have continued to provide all the usual support to families this year and have also introduced some new initiatives, one being the provision of travel cups for families to be able to enjoy hot drinks when visiting their babies. Never failing to pass up an opportunity to make some money, these are also available to purchase from our range of merchandise!

We have refreshed our Sibling Bags and extend our grateful thanks to Rosie Daly who makes the bags for us at no cost. These are used by pre-school Siblings when visiting their baby brother or sister and go down really well, along with the teddy bears that all siblings continue to receive.



Sibling Bags



Snack Station

In May this year, the Trust elected to take on the cost of the Spice of Life vouchers that we had provided for many years. This has enabled us to think about alternative ways we can support the Trust in ensuring parents and families are looking after themselves. We have now introduced a Snack Station for people to help themselves when in need of some nourishment!

We were finally able to spend some of the money that had been raised a number of years ago with the specific purpose of refurbishing the playroom on the Unit. New furniture and toys have been purchased and work continues to identify the best location for this and to offer further provision with the aim of keeping families together and enabling them to have quality time with each other as well as their baby when visiting the Unit.

### **Plans for the future**

As mentioned above, Clare is now working as the Neonatal Lead for the Nottingham & Nottinghamshire Maternity Voices Partnership, alongside managing the Charity, enabling her to build contacts and relationships with staff at the Nottingham City and Queens Medical Centre Neonatal Units. She will also be making connections with the Neonatal Unit at Worksop and, over the next 12 months, she will explore what, if any, support we can offer to other neonatal units in Nottinghamshire. This is an exciting prospect and one that we hope will enable the charity to expand and develop as we seek to support more families and make life a little easier for them as they travel the neonatal journey. We will continue our close liaison with staff on the neonatal unit at King's Mill to ensure that our priority remains supporting them and will be open to any new ideas they have for us to work with them.

We are now fully established under our new legal structure and will continue to operate under this as well as being a legal employer for the foreseeable future.

Fundraising will continue to come from a variety of sources – individual donations, business donations and events – both organised by ourselves and by others. We remain mindful of the on-going cost of living crisis and the pressures that individuals are under at the present time. However, we are also mindful that in this situation, our support is needed more than ever and we will ensure that our funds are maintained through grant funding and the use of our reserves if needed.

We will continue to explore new ways of connecting with our supporters and donors and keep abreast of new initiatives for charities to grow and develop.

### **Thanks and Acknowledgements**

We would like to extend a huge thanks to the many people who choose to support our work each year; their continued dedication and generosity enables us to fund the services that make such a difference to the staff of the Neonatal Unit and to families with babies on the unit. We are confident that with the ongoing support of all of the fantastic fundraisers, donors and organisers, we can seek to provide a wider range of support and look to expand our provision to other units and families. We are also incredibly grateful for the ongoing support of our Board of Trustees, who have given so much of their time this year as well as their considerable knowledge and skills.

Whilst we cannot name individually all those who have supported us over the past 12 months, we would like to offer our sincere thanks to the following organisations that have supported our work over the past year, as well as the many hundreds of families, doctors, nurses and other individuals who have made such a difference to our work:

Mansfield Hospitals Theatre Troupe  
Kezah Shah  
Sunbeams Toddler Group  
MRS Training & Rescue  
Bioscript  
Shirebrook Bowls Club  
Lincolnshire Coop  
Wates  
Making a Difference Locally (NISA)  
St Philip Neri Catholic Church  
Trinity Methodist Church, Mansfield Woodhouse  
Family & Friends of Terry Brown  
Family & Friends of June & Michael Harris  
Notts & Derby Triumph Sports Six Club  
Mansfield Amateur Operatic & Dramatic Society  
St. Peters Masonic Lodge  
Nottingham Gun Club  
Nike  
TV Exchange  
Niras Food  
Sqoshis  
Wilsons Carpets  
Bellissima Ladies Choir  
Linneys  
ARTventurers Mansfield, Ashfield, Alfretton and Chesterfield  
Little Glow Ashfield  
Cory Marsh & Deborah James

## **Financial Review 2023/2024**

We continue to be astonished and humbled by the generosity of our supporters and, for the third year in succession, we have generated an income exceeding £30,000. We have also managed to spend our largest amount yet on supporting families and staff, thereby contributing to our target of using our reserves for the work they were intended for. Income for the year was £31,054.97 with expenditure reaching £41,899.42. Major income & expenditure are outlined below.

### **Income**

Mansfield Hospitals Theatre Troupe – Our grateful thanks to the Hospitals Troupe who chose us as one of the beneficiaries of their fundraising from the 2022 Pantomime, making a donation of £1500.

Lincolnshire Co-Op – We were delighted to again be chosen as a Charity to be supported by the Lincolnshire Co-op, receiving a total of £731.10 from this.

Great North Run – We had three runners complete the Great North Run for us this year in very hot weather! Between them they raised over £2200 which is amazing!

Three Peaks – One of the families who had benefited from our support decided to undertake the Yorkshire Three Peaks challenge, getting a few friends to join them. Thanks to Craig, Ronan, Alfie, Alan and Danny for doing this and raising over £1130.00.

Cedar House – We were delighted to be chosen as the Cedar House Day Nursery Charity of the Year for 2023. They undertook a variety of fundraising events throughout the year, raising over £1500.00 in the process.

ARTVenturers – We were also chosen as the Charity to benefit from ARTVenturers Mansfield, Ashfield & Chesterfield's fundraising week and they raised a massive £1225.50!

Nike – We are excited to be partnered with Nike at the East Midlands Outlet, who are fundraising for us as part of their employment scheme. We have already received over £2330 so far.

Linneys – A number of staff from Linney Create took on the Samworth Brothers Charity Challenge – Mountain climbing, canoeing and cycling all in one weekend! They raised over £1900 from their efforts!

Standing Orders – We continue to have 13 regular donors this year who contribute to the charity through standing orders on either a monthly or weekly basis. Their generous giving has totalled £2886.92 this year. If this is something you feel you could consider, we would love to hear from you! It is great to have the security of regular income each month.

Events – Our own fundraising events have also been well supported throughout the year – our Curry Night in April raised over £631 and our inaugural Quiz Night back in November proved to be very popular, raising over £500. Throughout the year we have offered opportunities to raise funds through taking part in football predictor competitions, buying our merchandise, including our very popular Christmas Cards, and attending our Coffee Morning. We are grateful to all who support us in attending and helping out at our events.

There have also been many individuals and groups who have donated or undertaken other fundraising for us but are too many to list here. We sincerely thank all of these people for all of their efforts.

### **Use of Funds**

vCreate – For the seventh year we have been happy to support the provision of the vCreate App that enables parents to receive photograph and video updates of their baby when they cannot be with them. This is provided at a cost of £4320.00.

Counselling – Our fabulous counsellor, Paula, has continued offer support to parents both face to face and virtually and this year we are delighted to have welcomed Kelly to join us as part of our Counselling Provision. Kelly is attending the Unit on a Friday and also supporting families with both face to face and virtual counselling. We have paid £3245 for counselling support during this financial year.

Gifts for Parents & Staff – As already noted, we have continued to offer gift bags for families at various occasions throughout the year, including Christmas, Mother's Day, Easter, and Father's Day. We have also provided books for the babies on Kangaroo Care Day and teddy bears for siblings as well as introducing By The Time You Came Home books – a story of a families stay on a Neonatal Unit. The total cost of all the gifts to the unit has been £3149.69.

Welcome Packs – These original provisions continue to be popular and have evolved over time. We have provided 150 during this financial year at a total cost of £3498.27

Bus Travel – We continue to provide vouchers for parents travelling to the Unit by bus, with 57 being given out during this financial year. The cost of these has been £1065.00.

Hot Drinks Cups – As mentioned above, we have also purchased a large number of hot drinks cups that can be used by families visiting the Neonatal Unit. These cost £1368.00.

Other Expenditure – As well as the regular provisions, we have also introduced a Snack Station, provided two Tonie Boxes, purchased furniture and toys for the Playroom and refreshed our Sibling Bags and renewed the Journal of Neonatal Nursing subscription, amongst other things!

## Remuneration

The Foundation's Trustees comprise the key management personnel of the charity. They are charged with directing, controlling, running and operating the charity on a day to day basis. The Trustees are not remunerated. The pay of the Foundation Manager is continued to be reviewed annually.

### *Disclosure of information to auditors*

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

### *Auditors*

Revd. Robert Howard Jones F.C.M.A., C.G.M.A. was appointed as auditor of the accounts.



A handwritten signature in cursive script, reading 'Clare Harris'.

Clare Harris  
Foundation Manager  
Date: 22<sup>nd</sup> July 2024

## Statement of Trustees' Responsibilities

---

The Trustees are responsible for preparing the Trustees' Report and the accounts. In preparing these accounts, the Trustees are required to: -

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Emily Harris Foundation

1196802

## Receipts and payments accounts

CC16a

For the period  
from

01/07/2023

To

30/06/2024

### 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 £
<b>A1 Receipts</b>					
Donations	10,633	-	-	10,633	7,878
Fundraising Events	1,970	-	-	1,970	2,894
Fundraising by Others	16,198	-	-	16,198	16,501
Grants	-	-	-	-	1,000
Gift Aid Claim	816	-	-	816	1,908
Other Income	1,438	-	-	1,438	974
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>31,055</b>	<b>-</b>	<b>-</b>	<b>31,055</b>	<b>31,155</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>31,055</b>	<b>-</b>	<b>-</b>	<b>31,055</b>	<b>31,155</b>
<b>A3 Payments</b>					
Neonatal Staff Training	160	-	-	160	630
Counselling Service	-	3,245	-	3,245	1,125
Charitable Activities	16,012	3,940	-	19,952	14,300
Fundraising Expenses	1,530	-	-	1,530	1,293
Salaries	14,564	-	-	14,564	13,212
Merchandise	1,843	-	-	1,843	1,174
Other Expenses	605	-	-	605	1,855
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>34,715</b>	<b>7,185</b>	<b>-</b>	<b>41,899</b>	<b>33,589</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>34,715</b>	<b>7,185</b>	<b>-</b>	<b>41,899</b>	<b>33,589</b>
<b>Net of receipts/(payments)</b>	<b>- 3,660</b>	<b>- 7,185</b>	<b>-</b>	<b>- 10,844</b>	<b>- 2,434</b>
<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>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>- 3,660</b>	<b>- 7,185</b>	<b>-</b>	<b>- 10,844</b>	<b>- 2,434</b>



## 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 £
B1 Cash funds	Current Account	31,523	3,310	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>31,523</b>	<b>3,310</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Merchandise	Unrestricted	-	-
	Stock for Charitable Purposes	Unrestricted	-	-
	Equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	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	
		Kenneth Daly	24/07/2024	
		Daniella Coles	24/07/2024	

**Independent Examiner's Report to the Trustees of**  
**Emily Harris Foundation**  
**For year ending 30 June 2024**

I report to the Trustees on my examination of the accounts of Emily Harris Foundation (the charity) for the year ending 30 June 2024.

**Responsibilities and Basis of Report**

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under Section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**Independent Examiner's Statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the charity as required by Section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed** \_\_\_ R H Jones \_\_\_\_\_ **Date** \_\_\_ 01/09/2024 \_\_\_\_\_  
Revd. Robert Howard Jones F.C.M.A., C.G.M.A.  
Auditor/Examiner