

Charity number 277326

Company number 01393034

**ADDENBROOKE'S KIDNEY PATIENTS
ASSOCIATION LTD**

(a company limited by guarantee)

ACCOUNTS

31 MARCH 2021

**ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
CHARITY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2021**

Trustees

A C Collins (Deputy Treasurer)
N Moncrieff
B A Wood (Treasurer)
R M Jarvis
R Slattery (Chairman)
S Peers
J Man
M Harnor
A J Norton
S C Rook (Appointed 7/09/20)
P Smyth (Appointed 5/02/21)
A Green (resigned 21/09/20)

Secretary

A C Collins

Registered Office

23 Constable Road
Haverhill
Suffolk
CB9 7FQ

Bankers

Barclays Bank PLC
25 High Street
Ely
Cambridgeshire
CB7 4FS

Company number

1393034

Charity number

277236

**ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31st March 2021, which are also prepared to meet the requirements for a directors' report and Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

PURPOSE AND ACTIVITIES

Founded in 1978, Addenbrooke's Kidney Patients Association Ltd (AKPA) has grown into an important local patient support group providing much-needed services not supplied by the NHS.

Mission Statement: Addenbrooke's Kidney Patients Association Ltd is a charitable Trust committed to improving the quality of life of people suffering from kidney disease who are, or have been treated at Addenbrooke's Hospital.

The objectives of the Trust are: to promote the relief of persons suffering from renal disease and to educate the public in the needs of such persons by encouraging public awareness and understanding of renal diseases, treatments and research.

Regular Commitments

Welfare grants to needy patients and their families

- Financial assistance for dialysis patients' holidays.
- Producing a regular newsletter for patients.
- Help with expenses for members attending the NKF Conference.
- Supporting participants in the Transplant Games.

Special Projects

Past and ongoing support includes:-

- Funding such posts such as Welfare Officer, Counsellors and Physiotherapist when not funded by the NHS
- Purchasing equipment and comforts for Addenbrooke's Dialysis Centre, Renal and Transplant wards and the Satellite Dialysis Units, for example: reclining dialysis chairs, Fistula treatment equipment, air-conditioning, dialysis exercise equipment and specialist scanning equipment.
- Funding renal research projects at Addenbrooke's Hospital – recent projects include developing a blood potassium measuring device and a dialysis fistula trial.
- Initiating the Skin Surveillance Programme and funding Relaxation Therapy for transplant patients.
- Providing a Transplant Clinic Nurse.
- Support for medical and nursing staff to attend training courses and conferences.

**ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
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FOR THE YEAR ENDED 31 MARCH 2021**

The role and contribution of volunteers:

During the year approx. fifteen volunteers helped support the work of AKPA through it's fundraising activities.

Achievements and Performance

Charitable activities;

We continued to provide support for renal patients treated at Addenbrooke's Hospital Renal Department; in the Dialysis Centre, its three satellite units and transplant wards.

During this financial year we funded:

Welfare services;- Our expenditure on welfare and dialysis holiday awards to sick and needy patients totalled £7,351. These awards are approved by two trustees following recommendations by the Renal Social Worker.

Patient Nursing;- In conjunction with Addenbrooke's Liver Transplant Association (ALTA) we funded relaxation therapy to assist patients' recovery following transplantation. This therapy ceased in 2020 due to the pandemic. Our total expenditure on this service was much reduced at £449.

Patients' Christmas Parties;- The usual Christmas buffets for patients receiving treatment over the Christmas period at CDC and satellite units had to be cancelled due to the pandemic. In place of these the charity funded Christmas presents for all those dialysing over Christmas at a cost of £1,850.

AKPA is affiliated to the National Kidney Federation (NKF) who provide information and represent patients at a national level. AKPA subscriptions for this affiliation are currently deferred by our participation in the NKF national raffle.

We are fortunate in having our web-site provided free of charge by one of our trustees. The work of writing and editing our newsletter is also done free of charge by another trustee, although the layout and printing are paid for.

Special Projects (projects outside of our regular remit and usually of short duration) these included: -

Mobile phones: £1,267 - for use by the Dialysis Patient Counsellors and selected vulnerable patients during the time of the Covid epidemic.

Bladder Scanner: £7,000 – an essential piece of medical equipment for the dialysis units, not supplied by the NHS.

Welfare information subscription: £111 – for Renal Care Social Practitioner

Hoodies: £2,360 – for nursing staff having to work in low temperatures.

Microwave ovens and Covid Screening: £270 - for the use of nursing staff in Cambridge Dialysis Centre.

TV and Radio: £538 – for the patient Day Room of the Renal Inpatient ward.

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD

REPORT OF THE DIRECTORS AND TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Charitable income:

Our hardworking fundraisers achieved success with the Christmas Raffle, 200 club and Christmas card sales raising a total of £5,978. Other fundraising activities organised by patients and their families raised a total of £7,697.

The Association is fortunate in having many voluntary fundraisers, none of our fundraisers are paid for their work and we are very grateful to them. Income from websites such as JustGiving.com and easy Fundraising, and regular donations through Standing Orders are both significant sources of income. Income from donations totalled £1,859.

We were again fortunate this year in receiving a legacies totalling £7,000.

Income from In Memory donations totalled £5,287 and income earned by our reserves invested in high interest accounts totalled £1,852.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document: Addenbrooke's Kidney Patients Association Ltd (the word 'Limited' being omitted by licence from the Department of Trade) is registered as a company limited by guarantee and not having a capital divided by shares.

The company was incorporated on 9 October 1978 and is a registered charity constituted as a Limited Company under the Memorandum and Articles of Association. The charity registration number is 277236 and the company registration number is 01393034.

Recruitment and appointment of Trustees: the trustees are elected at the Annual General Meeting in line with AKPA policy. New trustees are invited to stand for election or by introduction through services or by direct recruitment. The selection process includes an analysis of skills required by the board, interviews with the Director and Chair of the board and attendance at the board meeting followed by a review.

The Trustees have no beneficial interest in the company other than as members. The Trustees are also the directors of the company. All of the Trustees are members of the company and guarantee to contribute £1 in event of winding up. The Directors of the organisation are also the charity trustees for the purposes of charity law.

Trustee induction and training: new trustees receive an induction pack outlining their responsibilities and duties and meet individually with Chair as part of their induction. Up to four additional individuals with special knowledge or experience can be co-opted to serve as non voting members of the executive committee.

Organisation: the Directors and Trustees meet regularly in order to manage the affairs of the company, with the Board meeting approximately every two months. The Management Board comprises individuals from a variety of backgrounds, stakeholders and users. Board members' backgrounds include care and advice professions as well as finance and management.

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
REPORT OF THE DIRECTORS AND TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Related parties: The charity works closely with other similar organisations as detailed in the “Achievements and Performance” section of the Trustees Report . None of the charity’s trustees are directors or trustees of these other organisations.

Risk Management

The trustees assess major risks to which AKPA is exposed. Trustees review the risks to which the organisation is exposed on a regular basis, documenting the potential impact of each risk, recording actions planned to reduce the potential impact of risks and monitoring progress in the minutes.

FINANCIAL REVIEW

Principal Funding Sources: current principal funding sources are fundraising activities, donations, legacies and interest from reserves, as detailed above.

Investment powers and policy:

Under the Memorandum and Articles of Association, the charity has the power to make any investment which the trustees see fit. The trustees have considered the most appropriate policy for investing funds and have found that cash deposits meet their requirements to generate income.

Reserves policy:

The Directors and Trustees consider it prudent to maintain an adequate level of unrestricted reserves to cover commitments and provide sufficient working capital.

The receipt of legacies in the 2012/13 financial year boosted our reserves, which remain at a high level. The charity is seeking projects to fund over the coming years that are important to the wellbeing of kidney patients treated by Addenbrooke's Hospital and will use funds currently held in our reserves.

The Directors consider that the Charity's reserves are at a level that will allow the charity to continue providing services for the foreseeable future and to allow them to enhance the services provided should future donations allow. The reserves held in unrestricted funds, which have not been designated or invested in fixed assets, at the 31st March 2021 were £247,999 (2020: £243,882).

FUTURE ACTIVITIES

The AKPA Board has discussed work that it would like to progress over 2021/22. AKPA will seek to facilitate and further improve services and activities as follows.

Continued funding of smart phones up to a cost of £1,500 for use by the Dialysis Patient Counsellors and selected vulnerable patients during the time of the Covid epidemic. These have proved invaluable for communication between Nursing Staff, Counsellors and vulnerable patients.

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FOR THE YEAR ENDED 31 MARCH 2021**

Funding a Fistula Ligation Study: up to a cost of £25,000, This study will investigate the long term health effects of dialysis fistulas.

Continuing support for dialysis patients, including welfare and dialysis holiday payments. And funding for patient comforts and equipment not supplied by the NHS to Addenbrooke's Renal Units.

During the upcoming year, AKPA will continue to develop partnerships with statutory, voluntary and NHS organisations.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The Trustees (who are also directors of the Addenbrooke's Kidney Patients Association Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, 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 financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

The report of the directors has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

APPROVED BY THE BOARD on 3 September 2021 AND SIGNED ON ITS BEHALF
BY:

Mr B A Wood

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD

Independent examiners report

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021 set out on pages 8 to 13.

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

Richard Simons
Chartered Accountant
54 School Road
Norwich NR8 6EG

03 September 2021

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted fund	Restricted fund	Total fund 2021	Total fund 2020
		£	£	£	£
Incoming resources					
Incoming resources from generated funds:					
Voluntary income		19766		19776	58037
Investment income		1852		1852	2030
Other incoming resources		9718		9718	17752
Total incoming resources	2	31336	0	31336	77819
Resources expended					
Charitable Activities	3	21718		21718	43075
Cost of generating funds		4992	0	4992	6285
Governance costs		1388	0	1388	1566
Total resources expended		28098	0	28098	50926
Net incoming resources		3238	0	3238	26893
Total funds at 1 April 2020		243882	1906	245788	218895
Transfer		247120 879	1906 (879)	249026	245788
Total funds at 31 March 2021		247999	1027	249026	245788

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
BALANCE SHEET AS AT
31 MARCH 2021

	2021	2020
	£	£
Fixed assets		
Tangible fixed assets	0	0
Current assets		
Stock	2368	690
Shawbrook Bank Account	66955	66955
Close Brothers Account	85208	83972
Building Society Deposit	48872	48790
Cash at bank and in hand	46223	47725
	249626	248132
Creditors		
Amounts falling due within one year	600	2344
Net current assets	249026	245788
Total assets less current liabilities	<u>249026</u>	<u>245788</u>
Funds		
Restricted funds	1027	1906
Unrestricted funds	247999	243882
Total funds	<u>249026</u>	<u>245788</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and section 144(2) of the Charities Act 2011.

The members have not required the charity to obtain an audit on its accounts for the year in question in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

The notes on pages 10 to 13 form part of these financial statements.

Brian Wood
Director

Approved by the board on 3 September 2021

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

- **Basis of preparation of financial statements**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

Company status

The Company is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

Income

Voluntary income including donations and legacies is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability

Incoming resources from tax claims are included in the statement of financial activities at the same time as the gift to which they relate

Shop income is recognised as earned (that is as the related goods or services are provided)

Investment income is recognised on a receivable basis

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category

Costs of generating funds are the costs of trading for fundraising purposes

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grants payable are payments to third parties in the furtherance of the charitable activities. Where the charity gives a grant with conditions for its payment being a specific of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specific service or output

Grants payable without performance conditions are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees or governance or constitutional matters

Fixed assets

Individual fixed assets costing £1 or more are initially recorded at cost

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities Incorporating Income and Expenditure Account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant and machinery	15% straight line
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- **Stocks**

Stock is valued at the lower of cost and net realisable value after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for sale or distribution are not included in the financial statements until they are sold or distributed

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

	<u>2021</u>		<u>2020</u>	
	£	£	£	£
2 Charitable income				
Interest receivable and similar income	1852		2030	
Street and supermarket collections	0		134	
General fund raising	7697		16582	
200 club income	2484		2268	
Subscriptions	0		14	
Collecting tins	0		736	
In Memory	5287		3592	
Charities aid	158		112	
Legacies	7000		41441	
Raffle	2021		1731	
General donations	889		4996	
Gift aid donations	970		1519	
Christmas card income	2978		2664	
		<u>31336</u>		<u>77819</u>

	<u>2021</u>		<u>2020</u>	
	£	£	£	£
3 Direct charitable expenditure				
Patients welfare	6999		5116	
Patients holiday grants	352		1458	
Patients nursing	449		2996	
Medical staff training	0		574	
Patients Christmas party	1850		1413	
Transplant games	0		1098	
NKF conference	0		185	
Special projects	11458		29446	
Printing Stationery and postage	610		789	
		<u>21718</u>		<u>43075</u>

ADDENBROOKE'S KIDNEY PATIENTS ASSOCIATION LTD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020
	£	£
4 Net incoming resources/(resources expended)		
This is stated after charging:		
Independent examination fees	600	600

5 Trustees' remuneration and expenses

No trustees received any remuneration or benefits in kind during the year.

6 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

7 Restricted funds

	Balance 1.4.20	Incoming Resources	Outgoing Resources	Transfer Gen Fund	Balance 31.3.21
Mrs. J. Wood memorial fund	1027	0			1027
Antibody removal fund	879	0		(879)	-
	1906	0	0	(879)	1027