REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017 FOR ADAM'S BUCKETFUL OF HOPE APPEAL LIMITED

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COMPANIES HOUSE

L M Griffiths & Co Limited
Chartered Certified Accountants
1&2 Merlins Court
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REPORT OF THE TRUSTEES for the Year Ended 30 June 2017

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 June 2017. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims for the Public Benefit

The charity's objectives are to relieve sickness and preserve the physical and mental health of cancer patients and their carers in South Wales by providing or assisting in the provision of equipment, facilities and services not normally provided by the statutory authorities, in particular but not exclusively through the provision of support, information and complimentary therapies including reflexology and lymphodaema massage.

The trustees confirm that they have complied with the duty of section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission. This guidance has been referred to when reviewing the Charity's aims and objectives in planning future activities.

Volunteers

The shop and cafe are manned by volunteers. The value of any voluntary help is not included in the accounts.

REPORT OF THE TRUSTEES for the Year Ended 30 June 2017

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The charity venue was established when the lease of a large building was acquired rent free in lieu of the charity incurring expenditure to make the building fit for its purpose. With a great deal of help from volunteers, 2009 saw the creation of a charity shop, a work room, sorting and recycling room, a book area and a small kitchen.

Work then turned to creating a quiet haven for a coffee shop at the rear of the building. When this was completed, attention was focused on the first floor. One by one, the three treatment rooms were furnished and occupied by therapists, counsellors, podiatrist and beauticians. These rooms were named by colours and their doors duly painted - the yellow room for the therapists, the pink room for the podiatrist and beauticians and the blue room for all counsellors and the patient's coffee mornings.

The studio/workshop at the rear of the building continues to be used by all of our patients and counsellors alike. We are moving towards a multipurpose area and in the future would like to install a toilet and water facilities as well as a solid roof with velux windows and solar panels making it self sufficient. This would enable us to have full use of the building throughout the year as at present we use it continually during the summer months for those patients who wish to partake in art and craft sessions, music and counselling sessions. These sessions are weekly. We have a problem in the winter months as again the roof is made of zinc and at times it is too cold to work in there.

When it is particularly hot, the very successful coffee mornings (Talking Shop) are held in the studio spreading out into the garden. We have continued inviting guest speakers to entertain patients and carers on subjects close to their concerns as well as fun items and little "concerts" in the sunshine. These days have proved to be very popular and the numbers are continually increasing. The patients tend the garden and the plants (weeding and replanting) and the entrance to the rear of the building is a striking display of the various plants they have brought from their own gardens. The garden gives a great deal of pleasure throughout the summer months as it is so sheltered and full of bird life.

This year saw the completion of Adam's legacy to Pembrokeshire - a new state of the art Cancer Day Unit in Withybush Hospital called the "Pembrokeshire Haematology and Oncology Day Unit" (PHODU for short). Withybush Hospital organised an opening day to thank us and Pembrokeshire people on Saturday 28th January 2017 which was very enjoyable. We, as a charity set about planning our "thank you" to Pembrokeshire people by organising a "Festival of Hope" day on Sunday June 24th 2017 in Carew pavilion and showground, Carew. We invited all the other cancer charities in Pembrokeshire to exhibit with us to build new bridges and see if we could work together. This was very successful and many new contacts were made. The show field was inhabited with marquees from the various charities, food stalls, craft stalls, bouncy castles, horse rides, vintage cars, the fire service and tender, the police display and a therapists' marquee. Various groups and singers performed in the Pavilion to entertain everyone on this family fun day. Entrance was free and all costs were covered by pitch donations.

The 'Bucketeers', as our patients have named themselves - avoiding labels such as "survivor"," client" and "victim" broadened their horizons and created a little choir called "Hope and Glory". They performed a work written especially for them called "Light" by local composer and conductor Sam Howley. They were joined by other Pembrokeshire choirs on stage. They performed this piece to close the festival day which was very emotional but also very inspirational. The whole day was filmed by "Showboat TV" along with interviews with the patients and clips of rehearsals in various churches. This excitement was the best distraction we could ever have wished for!

To continue the momentum of this wonderful experience - we are going to produce a short documentary following the charity's history from when Adam was diagnosed to present day. We hope to have an exciting film to release in 2019 which will be our 25 year anniversary. It will feature the work carried out in the Support Centre with our "Buckateers" the "stars" of the film. We intend to take our "stars" out on location in some of the loveliest Pembrokeshire beaches and film them miming their work "Light". They will all be in White, which is their decision. We already have considerable footage this year of them singing in various churches and interviews in the centre as well as on the day of the festival. There is already a considerable amount of work covered this year in readiness to be pulled together following the final filming.

Following the completion of the new PHODU, some of our directors having seen Adam's legacy fulfilled resigned their posts for some fresh blood to step forward. We thanked them for their long and loyal service to us.

Alongside the excitement of planning their documentary, the usual rounds of collective birthday parties (4 a year spring, summer, autumn and winter) have proved as always an excellent distraction therapy. Those born between the months of spring - (January, February and March) are called "The Spring Babies" - they turn up for their collective party and are entertained, fed and watered by everyone else. So we ensure we encompass all birthdays.

REPORT OF THE TRUSTEES for the Year Ended 30 June 2017

ACHIEVEMENT AND PERFORMANCE Charitable activities

We aim to take a bus, coach or flotilla of cars on at least four trips a year. This year our coach trip was to Caerleon Roman Town, Castell Coch, lunch in Caerphilly, Caerphilly Castle. We also visited the Chocolate Factory, and had two trips to concerts in St David's Cathedral.

The local schools contact us to place their 15 and 16 year old students in our venue for work experience and this year alone we have hosted 11 Duke of Edinburgh students.

We continue with our day to day emotional support of patients. No two years are alike in the diversity of patients that use our facility. Some years our patients fall into mainly the over 50 bracket, this year we have seen more under 50 age bracket and consequently the patient's demands are different each year. Our lymphodaema therapist has been exceptionally busy this year with more breast cancer patients than in other years.

We have created a Patient Liaison Officer post whose job it is to phone and enquire after any patients who miss coffee morning. If they are poorly or in hospital, homemade cards are given to the other members of the coffee morning group and they are asked to write something interesting in them. They are gathered up and we put stamps on them and post them so that our missing member receives 16 to 19 cards in hospital. When our patients leave hospital, a bouquet of flowers is delivered by our Patient Liaison Officer to their home. Texting and Facebook is encouraged during the coffee morning for the missing member. Home visits are offered by our Liaison Officer.

Whilst we have patients in various stages of their treatments, we have had a wonderful year without loss although we have some very poorly members. Many of our volunteers are patients that start by attending our coffee mornings and having free treatments. 60% of our 36 volunteers are patients. We have vulnerable young adult volunteers who have in the past coped exceedingly well with facing the loss of a loved fellow volunteer.

We are happiest when treatment is completed and our members are given the "all clear". With younger members this usually means we lose them after a few months when they rejoin their family, put cancer behind them and resume work and normal life. With the majority being over 50 and with the various new activities always instigated in the centre, strangers meet and new friendships are bonded. Anxiety about their cancer is distracted through laughter, work and play.

Plans for future periods

Work on the main building now only entails maintenance - painting and decorating, running repairs.

We continue to fundraise in order to put a roof on the studio in the garden. In the roof we would like velux windows to keep the room very light and airy whilst on the roof we would like to put solar panels. A toilet and water provision in this unit would make it totally self sufficient. This would enable counsellors and therapists to work in the evenings as well as during the day.

Since the Festival of Hope we have much better communication and liaison with other charities eg. Macmillan's have taken our brochures and are now sending them out to all newly diagnosed Pembrokeshire patients. With this increase in patient numbers we look to funding more therapists and counsellors to support the community and our local hospital.

We are continuing to work alongside other charities and helping each other by offering training days at our centre and away, informed speakers and informed visits.

We look to the future to purchase a minibus to create a "mobile coffee morning". Our over 70's find it difficult to attend all activities offered due to lack of lifts or not driving themselves. Many of our younger members want to partake in activities such as swedish pole walking, tai chi etc, which is very good for easing lymphodaema symptoms. With a minibus, patients can be picked up and taken to nearby venues such as beaches and woodland walks where a "coffee morning picnic" can be organised which will enable the older members to sit in the fresh air whilst the younger members set off on walks or exercise.

With the completion of the documentary incorporating our new choir "Hope and Glory" in time for our 25th anniversary, we hope to use this film as the basis for our web page which hopefully will raise awareness of the activities carried out in our centre. It is hoped that the new web page will incorporate a funding page which will allow donations to be paid directly into our account.

REPORT OF THE TRUSTEES for the Year Ended 30 June 2017

FINANCIAL REVIEW

Reserves policy

The end of the period saw financial reserves standing at £56,620 (2016 - £202,142), with expenditure exceeding income by £145,522 (2016 - net income of £3,270).

During the year, £150,000 was contributed to the new haematology and oncology day unit and reserves have therefore decreased by a corresponding amount.

It is currently the policy of the charity to maintain reserves at a level which equates to approximately 12 months expenditure in order that the charity can continue to function if sources of income decrease.

Principal funding sources

The charity has a high profile within the local area. Principle funding sources come from donations, from local fundraising events as well as realisation of donated goods within the charity shop.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Adam's Bucketful of Hope Appeal Limited charity was incorporated on 6th November 2009 under the Companies Act 2006 as a private company limited by guarantee (Company Number 07068880). It was also registered as a charity on 29 June 2010 with the Charity Commission for England and Wales (Charity Number 1136641). It is governed by its memorandum and articles amended by resolution on 25 May 2010.

Recruitment and appointment of new trustees

The trustees welcome new trustees or members who can assist with the development of the company. New appointees receive support and guidance from their fellow trustees.

Induction and training of new trustees

New trustees are briefed on their legal obligations under charity and company law, and the content of the Memorandum and Articles of Association. They are also given the opportunity to meet employees and other trustees.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07068880 (England and Wales)

Registered Charity number

1136641

Registered office

11 Dew Street Haverfordwest Pembrokeshire SA61 1ST

Trustees

Ms J Lewis - resigned 28.1.17
Ms C Norgrove - resigned 28.1.17
Ms C M A Hewitson - resigned 28.1.17

Mr J H Bell Ms E A Tadman Mrs P Pool

Mrs P Pool- appointed 29.3.17Mrs J Callow- appointed 29.3.17Mrs P J Passmore- appointed 29.3.17Mrs G C E Ferguson - Gardner- appointed 29.3.17

Company Secretary

Ms C Evans-Thomas

REPORT OF THE TRUSTEES for the Year Ended 30 June 2017

REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner

L M Griffiths & Co Limited Chartered Certified Accountants 1&2 Merlins Court Winch Lane Haverfordwest Pembrokeshire SA61 1SB

COMMENCEMENT OF ACTIVITIES

Adam Evans-Thomas embarked on a fundraising mission during his fight against leukaemia. His doctor was described as giving a "thimbleful of bad news in a bucketful of hope".

Sadly, Adam died but the charity was formed and his work was continued by his mother together with other volunteers.

The charitable company was incorporated on 6 November 2009 and the charity shop was opened on 1 December 2009.

Prior to incorporation, the group had been actively fundraising for a number of years as an unincorporated entity under the umbrella of the local health board.

Approved by order of the board of trustees on 22 March 2018 and signed on its behalf by:

Mrs J Callow - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ADAM'S BUCKETFUL OF HOPE APPEAL LIMITED

I report on the accounts for the year ended 30 June 2017 set out on pages seven to eleven.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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)

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Christina Rogers
L M Griffiths & Co Limited
Chartered Certified Accountants
1&2 Merlins Court
Winch Lane
Haverfordwest
Pembrokeshire
SA61 1SB

22 March 2018

STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 30 June 2017

	Ui	nrestricted	Restricted	2017 Total	2016 Total
	Notes	fund £	fund £	funds £	funds £
INCOME AND ENDOWMENTS FROM	Notes	æ	æ	<i>&</i>	ı.
Donations and legacies Charitable activities		13,902	-	13,902	19,800
Charity shop & facilities		37,553	-	37,553	33,889
Other income		204		204	189
Total		51,659	-	51,659	53,878
EXPENDITURE ON Charitable activities Charity shop & facilities Contribution to Pembrokeshire Haematology an Oncology Day Unit	d	47,181 150,000	· •	47,181 150,000	50,608
Total		197,181	-	197,181	50,608
NET INCOME/(EXPENDITURE) RECONCILIATION OF FUNDS		<u>(145,522)</u>	•	(145,522)	3,270
Total funds brought forward		202,142	-	202,142	198,872
TOTAL FUNDS CARRIED FORWARD		56,620	-	56,620	202,142

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

STATEMENT OF FINANCIAL POSITION At 30 June 2017

·	Ur	restricted fund	Restricted fund	2017 Total funds	2016 Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	5	41,352	-	41,352	43,949
CURRENT ASSETS					
Cash at bank and in hand		16,894	-	16,894	159,783
CREDITORS	•				
Amounts falling due within one year	6	(1,626)	_	(1,626)	(1,590)
		, , ,		, ,	, , ,
NET CURRENT ASSETS		15,268		15,268	158,193
NEI CURRENI ASSEIS					
TOTAL ASSETS LESS CURRENT LIABILITIES	•	56,620	_	56,620	202,142
LIABILITIES		30,020	-	30,020	202,142
					
NET ASSETS		56,620	<u> </u>	56,620	202,142
					•
FUNDS	7				
Unrestricted funds				56,620	202,142
TOTAL FUNDS			•	56,620	202,142
TOTALLEGIO					====

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 June 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 22 March 2018 and were signed on its behalf by:

Mrs J Callow - Trustee λ . Call

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 30 June 2017

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property

- 5% on cost

Plant and machinery

- 15% on reducing balance

Computer equipment

- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2017	2016
	£	£
Depreciation - owned assets	4,956	4,955

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 30 June 2017

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2017 nor for the year ended 30 June 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 June 2017 nor for the year ended 30 June 2016.

4. STAFF COSTS

5.

The average monthly number of employees during the year was as follows:

No employees received emoluments in excess of £60,000.

2017	2016
1	1
	=

TANGIBLE FIXED ASSETS

TANGIBLE FIRED ASS.	Improvements to property £	Plant and machinery £	Fixtures and fittings	Computer equipment £	Totals £
COST					
At 1 July 2016	65,289	6,808	9,945	2,991	85,033
Additions			2,359	-	2,359
At 30 June 2017	65,289	6,808	12,304	2,991	87,392
DEPRECIATION					
At 1 July 2016	29,581	3,601	5,031	2,871	41,084
Charge for year	3,264	481	1,091	120	4,956
At 30 June 2017	32,845	4,082	6,122	2,991	46,040
NET BOOK VALUE					
At 30 June 2017	32,444	2,726	6,182	<u> </u>	41,352
At 30 June 2016	35,708	3,207	4,914	120	43,949

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Social security and other taxes Accrued expenses	750 876	750 840
	1,626	1,590

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 30 June 2017

7. MOVEMENT IN FUNDS

	At 1.7.16	Net movement in funds £	At 30.6.17
Unrestricted funds General fund	202,142	£ (145,522)	£ 56,620
TOTAL FUNDS	202,142	(145,522) ———	56,620
Net movement in funds, included in the above are as follows:			
	Incoming resources	Resources expended £	Movement in funds
Unrestricted funds General fund	51,659	(197,181)	(145,522)
TOTAL FUNDS	51,659	(197,181)	(145,522)

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 June 2017.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 30 June 2017

Donations and legacies Donations 13,902 19,80	16
Donations 13,902 19,800 Charitable activities 37,072 33,49 Cafe income 481 39 Other income Bank interest received 204 18 Total incoming resources 51,659 53,87 EXPENDITURE Charitable activities 369 15,000 15,000 Rates and water 284 24 Insurance 369 35 Light and heat 1,729 1,000	
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Light and heat 1,729 1,00	
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Leiennone 41Z 80	55
Postage and stationery 563 78	
Advertising 1,933 1,79	
Sundries 863 75	
Repairs & renewals 1,552 3,65	
Cleaning 1,298 91	
Cafe purchases 710 2,10)5
	51
Therapists 13,799 14,89	91
Volunteer welfare 594 79	91
Festival of Hope 812	-
Christmas ball 1,431 1,59	
Depreciation of improvements to property 3,264 3,264	
	66
<u>.</u>	67
	56
Grants to institutions 150,000	_
196,305 49,76	58
Support costs	
Support costs Governance costs	
	40
Total resources expended 197,181 50,60	 28

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 30 June 2017

	2017 £	2016 £
Net (expenditure)/income	(145,522)	3,270