

Registered Charitable Trust in England & Wales

Charity Number: 1157814



Annabel's Angels
Annual report 2019 – 2020

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Trustees Report

The Trustees present their report and financial statements for the period 1 April 2019 – 31 March 2020.

1. An introduction from our Chair & Co-Founder, Simon Hancox



"2019-20 has been a largely positive year for Annabel's Angels. At the time of writing, Covid-19 continues to cause concern for individuals, businesses and charities across Derbyshire and beyond. Our fundraising activities towards the end of the financial period 2019-20 were affected but the full impact of Covid-19 will be felt and reported during the 2020-21 period.

We've seen our fundraising income increase by 90% to £40,784 compared to 2018-19 (£21,381), and we've surpassed our annual target of processing 60 grant applications by supporting 68 families during the year. Our relationship with businesses has improved this year too, with year long 'Charity of the Year' partnerships with M&S Ilkeston (May 2019 - May 2020), David Lloyd Health Club, Derby (2019), and Stuart Mobility (January 2020 - January 2021); charity partnerships continue with Derby 10 Mile, Derby 10k and Derby Half Marathon, and recognition & financial support from Derbyshire Freemasons

and the Bereavement Services team at Markeaton Crematorium have been gratefully received.

The charity continues to operate without paid staff to ensure our overheads are kept as low as possible. Our trustees all have commitments elsewhere and it can be tricky to 'keep the plates spinning' with our personal & professional lives competing with our charity commitments. Our eleven trustees show commitment, integrity and professionalism and are a joy to work with. Between us all, we aim to respond to grant application enquiries within a target time of fourteen days. We're not always able to stretch to this timescale but this shows the level of commitment, passion and professionalism shown by the team.

We have been on the receiving end of some incredible acts of kindness and achievement from so many during the 2019-20 period; from sponsored acts of physical performance/endurance, fundraising gigs, dance-a-thons, baking challenges, jumble sales, bag-packs and much more. I'd like to say a sincere thank you to all those who have supported the charity, either as an event organiser, event participant, individual or corporate donors. Your difference really does make a difference to local families living with cancer.

Our relationship with the cancer support teams at the University Hospitals of Derby and Burton NHS (UHDB) continues to grow and, as always, we are extremely grateful for their input and support. I'd like to give a special thank you to Lisa Freeman and her wonderful team of volunteers at the Macmillan Information Centre based at the Royal Derby Hospital (part of the University Hospitals of Derby and Burton NHS Foundation Trust). Lisa and her team are a constant source of support for cancer patients and carers across the county, particularly in searching and applying for sources of support and financial assistance to make everyday life with cancer a little easier. 2019-20 has seen our relationship with Clic Sargent and the children and young people's team at Nottingham City Hospitals continue to grow. The centre supports children and young people from the Derby area who require specialist treatment from

their dedicated young person's centre in Nottingham. Again, a huge thank you to the team in Nottingham for working closely with us.

I'd like to give a nod of recognition and thanks to our team of talented trustees. Time is precious for us all, with family, work, health and other commitments to contend with; we only have 24 hours in a day but my fellow trustees use their time so well to continue to steer the charity in the right direction. This includes fulfilling our legal obligations, promoting our work, meeting health care professionals, processing grant requests, connecting with and visiting grant applicants, and supporting each other to ensure we continue to do the right thing - to improve the quality of life for those we come into contact with.

This year, we've said goodbye to our charity patron of the past few years, Craig Ramage. We'd like to say many thanks to Craig for his support in raising the public awareness of Annabel's Angels during his time with us.

It's been a pleasure to be Chair of Annabel's Angels during 2019-20; I'm very much looking forward to the new financial year and seeing Annabel's Angels reach and support even more families living with cancer in Derby."

Simon Hancox



2. Executive Summary

Annabel's Angels is a Registered Charitable Trust in England and Wales (Charity no 1157814). It was founded and launched in April 2014 to offer support and to help improve the quality of life for local families in Derbyshire living with cancer.

Rationale

Annabel's Angels was developed in response to a lack of financial support for local families in the Derby area while living with cancer. The founding members of the charity all had a close experience of living with cancer either personally or with a directly supportive role. The collective experiences within this core group of people enabled some very real ideas to be discussed with national and local health care providers and for the charity to be born.

The charity's mission statement is: **Improving quality of life for people living with cancer in and around Derby.**

In order to be eligible for Annabel's Angels grants programme an individual must fit all of the following criteria:

- Diagnosed or treated for cancer during the last twelve months;
- Living in and around Derby and/or being treated for cancer at the University Hospitals of Derby and Burton NHS Foundation Trust;
- The application must be approved and countersigned by a cancer nurse specialist, Macmillan Nurse or GP;
- The request for the grant must demonstrate a clear link to the impact of cancer and its treatment.

In addition to the above, the current annual household income must not exceed £50,000.

Structure

The charity is managed by a team of eleven trustees, all of whom are volunteers. The trustees are drawn from a range of sectors and backgrounds including education, private sector, health, and adult social care.

There are three core roles within the charity, which are mandatory for all charities existing in England and Wales; Chairperson (Simon Hancox), Treasurer (Mark Smith) and Secretary (Rachel Hayward). All eleven trustees take turns to participate in the grant application decision making process by working in teams of three per application. Trustees also support the promotional work of the charity, both on and offline. In addition to our trustee volunteers, the charity also has a small team of volunteer fundraisers in Derby and further afield.

2019 – 2020

Annabel's Angels is now in its sixth year as a Registered Charitable Trust. Much progress has been made since our inception, notably the strong relationship with the cancer services team within the University Hospitals of Derby and Burton NHS Foundation Trust. Annabel's Angels promotional materials and grant application information is displayed at different sites around the hospital and its team members have delivered presentations at cancer nurse specialist team meetings and other departments around the hospital and the wider community.

The work of the charity has been supported by a series of fundraising activities held in and outside of Derby throughout the year. Managing a charity does unfortunately cost money and we are not immune to costs experienced by other charities and businesses. Aside from mandatory fees associated with running a charity all monies raised are used directly to fund grant applications to support families in need.

The charity has increased its profile over the last year within the medical/health sector by working closely with practitioners based at the University Hospitals of Derby and Burton NHS Foundation Trust and by raising awareness within Derby City Council Adult Social Care teams and GP practises across the city. The charity continues to work closely with local businesses, some on a short term ad-hoc basis and some in a 'Charity of the Year' relationship.

The people we support

The number of families we support continues to rise; this year we have supported a total of 68 families which averages out at approximately 6 applications per month. Most of the grant application enquiries are submitted via the Macmillan Information Centre at the Royal Derby Hospital, although we are receiving more applications directly from individuals and several from the East Midlands Children's and Young Persons' Integrated Cancer Service based at Nottingham Children's Hospital (for Derby based young people receiving specialist treatment).

**At the time of writing (11/12/2020), the charity has approved 349 grant applications since inception*

Annabel's Angels offers financial assistance to people/families living with all types of cancer. Those we offer support to are from a wide range of backgrounds; they live across Derbyshire, are of different ages and live with a highly personalised diagnosis. Our offer of support is very much personalised towards the individual needs of the family.

Feedback

Feedback from grant applicants has been very positive. We strive to capture feedback from all people we support but we recognise that this isn't always possible and we aim for a return rate of 75%. Some feedback received this year is as follows:

“ It has been a helping hand at a time when you're dealing with so many emotional feelings and when a great worry is financial - it has been a lift. ”

“ It's been a god-send. With having bladder cancer I have lots of accidents; the grant has helped me replace bedding, towels and underwear. I have limited funds and it made my money spread further. Thank you. ”

“ I'm so sorry not to have said this sooner but me and my family cannot express enough how it's helped with food, travel, clothes, heating which keep the house warm and it's so nice. Thank you so much. I have talked to other people and they have said you have helped them before and I cried with relief - it's so hard but with you helping people you put a smile on faces once again. Thank you. ”

2019 – 2020

There is still more work to be done in order for Annabel's Angels to reach and support more families living in Derby with cancer. Currently in its sixth year, the charity is keen to forge strategic partnerships with strong local businesses to help build on its 'locally funded for local people' ethos. Connecting with local businesses to support Annabel's Angels during 2020 is a key priority for the charity. Other key aims are listed below:

- To support 65 individuals/families via its grants programme during 2020;
- To identify and work with 10 new Annabel's Angels business champions within local businesses across Derbyshire;
- To achieve a fundraising target of £25,000 during 2020.

In order to support the needs of future individuals/families and their grant requests, it is important for Annabel's Angels to raise a minimum of £25,000 fundraising income for 2020. If, for example, the charity is to realise its aim of supporting 65 individuals/families during 2020, at the maximum grant application amount of £300 per family, then this equates to a fundraising income of £19,500. It is important to ensure we manage a balanced budget whereby our expenditure and outgoings are within our fundraising revenue.

Trustees' responsibilities in relation to the financial statements

The Trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The trustees consider that an audit is not required for this financial year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed – see appendices.

It is a legal requirement for the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (Financial Reporting Standard 102 and applicable law). The trustees can only approve the financial statements once they are satisfied that they give a true and fair view of the state of financial affairs of the charity including income and expenditure for the relevant period. In preparing these financial statements, the trustees are required to:

- Make judgements and estimates that are reasonable and prudent;
- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP (Statement of Recommended Practice);

- 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 company will continue in business.

The trustees are responsible for keeping adequate and accurate accounting records that are sufficient to show and explain the charity's transactions and disclose at any time the financial position of the charity. The trustees are also responsible for safeguarding the assets of the charity and for taking practicable steps for prevention and detection of fraud and/or any other irregularities.

Disclosure of information to independent examiners

Each person who was a trustee at the time of approving this report confirms that:

- So far as they are aware, there is no relevant information of which the charity's independent examiner is unaware; and
- He/she has taken all necessary steps practicable as a trustee in order to make him/herself aware of any relevant information and to establish that the charity's independent examiner is aware of that information.

3. Organisation Details

Charity Name

Annabel's Angels

Address

Community Action, 4 Charnwood Street, Derby, DE1 2GT

Telephone Number

07402 454752

Email

simon@annabelsangels.co.uk

Website

www.annabelsangels.co.uk

Legal Status

Registered Charity in England and Wales 1157814

Objects

The Charity's objects (as listed on the Charity Commission website) are specifically restricted to the following:

"To promote and protect the physical and mental health of cancer patients, their families and carers in Derby and the surrounding area particularly but not exclusively through the provision of grants of financial assistance and practical and emotional support."

4. What we do**Our Mission Statement**

Improving the quality of life for people living with cancer in Derby.

We aim to reduce some of the isolation and the pressures associated with living with cancer. Many people we come into contact with have experienced financial difficulties as a result of their cancer such as:

- A drop in regular income due to no longer being able to work;
- A change in body shape (through treatment) which will mean the purchase of new clothing;
- Expensive travel costs to/from regular cancer appointments.
- Childcare costs while a parent is undergoing treatment.

Our Values

The trustees recognise that for the charity to run effectively it is important for the trustees and volunteers to always uphold the charity's core principles and values:

- Responsive
- Diverse
- Person-centred
- Transparent
- Local

Our Activities

The charity manages a small grants programme for individuals/families living with cancer in and around Derby. The grants programme is funded by public donations. A grant application is completed by an individual, checked and countersigned by a cancer nurse specialist, and submitted to Annabel's Angels for consideration. The grant application panel makes a decision on the information provided and then liaises with the applicant. The panel may need to check details with the applicant, seek further information, and, on occasion, suggest alternative items/services for purchase. Items/services are purchased on behalf of the applicant and delivered/handed to the applicant by the charity. Grants are up to £300 per application and are limited to one grant per family per year.

The charity also supports local cancer support groups by providing financial assistance for local groups and initiatives working to improve life outcomes for cancer patients and families. Examples are as follows:

- Room hire costs for cancer type support groups to meet up
- Costs of a health-care trainer to set up and deliver health and wellbeing sessions for cancer patients

The process of applying for a Partnerships Fund grant is similar to the Public Fund. An application form is requested, completed, sent/emailed back to the team for consideration along with any estimates for costs.

5. Achievements and Goals

Annabel's Angels has grown at a steady pace since its inception. As expected, year one (2014 – 2015) saw a lot of media exposure which helped to create teams of fundraisers keen to raise funds to meet the gaps in support for local families. The relationship with the University Hospitals of Derby and Burton NHS Foundation Trust and associated health care professionals took a while to develop so, consequently, in year one the charity only received a handful of referrals from individuals/families.

In year two we put a lot of effort into improving relationships with the cancer nurse specialists and support staff at the Trust, specifically the Royal Derby Hospital; we delivered presentations to staff and created a stronger visible presence around different relevant departments within the hospital. Relationships grew, and so did the referrals for support. By the end of year two we had received 23 grant applications. Year two also saw our fundraising income increase from £9081 at the end of year one to £17,940 at the end of year two – an increase of almost 100%. Naturally, we were overjoyed at this significant rise but we realised that this was unsustainable in

the long term so the trustees set a target of 15% for the following year and decided to put more effort into maintaining the relationships with the hospital teams rather than focus on fundraising activities.

In year three we saw our fundraising income rise from £17,940 at the end of year two to £20,143 at the end of year three (March 2017) – a rise of approximately 12.5%. The number of families supported rose from 23 at the end of year two to 56 at the end of year three (March 2017).

In year four we saw a drop of 24% in our fundraising (£15,283). However, the number of families supported that year increased from 56 at the beginning of the 2017 financial year to 121 at the end of March 2018, a rise of approximately 91%.

Year five has seen a 40% increase in fundraising revenue (£21,381 compared to £15,283), and an increase in the number of families supported of 12% (73 compared to 65).

Year six has seen a 90% increase in fundraising revenue (£40,784) compared to £21,381 in 2018-19. 68 families were supported during the year. £17,441 was spent in purchasing items for families in need during 2019-20 against a figure of £25,762 for 2018-19. We feel this is for two reasons:

1. We experienced a drop in applications during February & March 2020 in response to concerns around Covid-19;
2. Autumn 2019 saw us impose a reduction in the maximum value per grant application from £500 down to £300.

Goals

2019 – 2020

The grants programme continues to work well for families - based on feedback received from grant recipients. The trustees have set a target of reaching and supporting 65 new families in 2020. In order to do this we need to maintain our relationships with health care professionals and maintain our fundraising revenue to match the anticipated interest. 12 month objectives are set out below:

- To administer 65 support grants for individuals/families;
- To achieve a minimum fundraising income of £25,000 during the year 2020 - 21;
- To identify and work with 10 Annabel's Angels business champions within local businesses across Derbyshire.

6. The Public Benefit Need

What is the Public Benefit Need?

To promote and protect the physical and mental health of cancer patients, their families and carers in Derby and the surrounding area.

Who will benefit from the organisation's activities?

The charity focuses on supporting individuals and families affected by cancer living in, or being treated for cancer, in Derby. Grant applicants will have been diagnosed or treated for cancer during the last twelve months. In addition to the above, the current annual household income must not exceed £50,000.

How will they benefit?

The charity seeks to address some of the additional costs and issues associated with the diagnosis of cancer. Some of these are as follows:

- Frequent trips to and from the hospital

- Change in body shape due to treatment
- Isolation from friends/family/work colleagues
- A drop in finance due to being off work

The charity helps to address some of the issues by offering relief of some temporary need as a result of a cancer diagnosis. The charity helps to signpost applicants to other forms of support – cancer type groups, adult social care teams and more.

What similar services are available?

Macmillan Cancer Support offers a national discretionary support grant to help people with costs caused by or related to their cancer. Their discretionary grant scheme is means tested and covers the United Kingdom.

There are several cancer type specific charities operating in and around the Derby area that offer support grants to people living with cancer. One example is the **Derby Breast Cancer Support Group**. The group offers emotional and practical support to people living with breast cancer while also offering a small discretionary grant scheme and therapy days.

Annabel's Angels offers support to people living with cancer in and around the Derby area. The support is available to individuals and families/carers of any age living with any cancer type.

What is the unfulfilled need?

As far as we are aware, there is no other charity offering financial assistance to people living with all types of cancer and all ages exclusively to and around Derby.

How will the organisation integrate with other service providers?

Annabel's Angels works closely with the University Hospitals of Derby and Burton NHS Foundation Trust teams to ensure the information exchange is professional, timely and accurate. Referral systems are in place for other organisations to refer to us. We have worked with other charities and support

groups locally and nationally such as Derby Breast Cancer Support Group, Mummy's Star, Clic Sargent and Yes to Life in recent years.

7. Quality and Performance Monitoring

Key Performance Indicators:

- Number of grants distributed to people living with cancer in Derby
- Number of people actively following/using our Annabel's Angels social media channels
- Fundraising income is sufficient enough to meet the ongoing costs of our grant scheme
- Number of media articles published promoting the charity and issues affecting people living with cancer
- Number of events organised or attended in line with our work

Measurement of Key Performance Indicators:

- Grant applications analysed and agreed by trustees. Applications are documented and evidenced. The team adheres to our criteria guidelines
- Social Media administrators monitor our online presence
- Funds are banked swiftly and appropriately. Funds are available and accessible to Chairperson and Treasurer.
- Clear audit trails exist regarding the work of the charity
- Grant support requests are responded to within 14 working days.

Reporting of Key Performance Indicators:

- Documentation and a performance review is shared at team meetings
- Treasurer's report is an agenda item at every team meeting

- Treasurer and/or the Chairperson make financial purchases relating to grant applications and other items in line with the work of the charity. Paperwork is made available to fellow trustees.
- Evidence trail on Social Media and emails.

8. Promotion and Marketing

Annabel's Angels recognises the need for promotion in order to reach and support more local people living with cancer. Posters, leaflets and banners are on display at the University Hospitals of Derby and Burton NHS Foundation Trust sites and a range of businesses in the Derby area. The charity understands the importance of keeping a balanced budget in terms of its marketing spend – the trustees have set an annual limit of 16% to be used on promotional/marketing materials.

The charity recognised the need to connect and maintain relationships with local businesses. The introduction of targets to recruit and work with local business ambassadors should help the charity spread the word and reach more families while also supporting business employees to develop and build on their workforce competencies – leadership, project management, interpersonal skills and more.

Website

The Annabel's Angels website experienced a refresh in the spring of 2020.

9. Organisation Structure

Board of Trustees

- Simon Hancox – Chairperson
- Mark Smith – Treasurer
- Rachel Hayward – Secretary

- Tessa Summers
- Matthew Hancox
- Will Kennard
- Denise Crouch
- Mick Doody
- Rachael Beaumont
- Marie Greenall
- Susan Gaskin

Accommodation

The charity has no accommodation assets.

New equipment and consumables

The charity will continue to purchase new equipment and consumables as and when necessary in order to continue its work. The charity will seek to attain value for money at all times and will ensure it remains within its 16% of annual fundraising income regarding marketing/promotional costs.

Policies and Procedures

Annabel's Angels has active policies covering the following:

- Health and Safety
- Confidentiality & Data Protection
- Equal Opportunities
- Social Media
- Safeguarding
- Conflict of Interest
- Complaints
- Supporting Volunteers

Trustee Recruitment

Where vacancies arise within the team of trustees or an expansion of the committee is needed, a public advert is made outlining the role, the skills needed, the expectations and the time required. The charity follows guidance provided by the Charity Commission and NCVO.

10. Fundraising Strategy

Annabel's Angels will continue with its aim to raise £25,000 in fundraising income during 2019-20. A fundraising strategy will be put in place to ensure the charity covers a range of fundraising opportunities throughout the year in order to reach its annual target. This will include online and offline opportunities, business partnerships and many more. Performance will be monitored and reviewed at trustee meetings to ensure progress is made against our set targets.

www.annabelsangels.co.uk

