

Registered Charitable Trust in England & Wales

Charity Number: 1157814



Annabel's Angels
Annual report 2021 – 2022

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Trustees Report

The Trustees present their report and financial statements for the period 1 April 2021 – 31 March 2022.

1. An introduction from our new Chair Rachel Hayward

I am delighted to welcome you to my first report as Chair, and pass on my heartfelt gratitude to Simon Hancox as our outgoing chair, who co-founded Annabel's Angels and I am pleased to say he remains on our board of trustees. His knowledge is invaluable, not just to me but also the wider charity.

The year 2021-2022 continued to be a challenging year for Annabel's Angels, and the wider charitable community.

The legacy of Covid continued, reducing the opportunities for wider fundraising and requiring much additional risk assessments and general caution for those that went ahead, blazing a trail for the rest of us.

As a result, our fundraising activities continued to be negatively affected and as such we amended our maximum grant award accordingly. This was prudent due to the rise in applications as the NHS slowly restarted much needed treatment and our colleagues at the relevant hospitals began to support people to apply for our help.

Our income for the period was much reduced. Annabel's Angels has prided itself on public donations as its main means of income and whilst grant

applications from Martin Lewis Coronavirus Fund and Foundation Derbyshire in 2020/21 aided us greatly, they carry significant administrative duties which are challenging to meet.

Despite this we surpassed our annual target of processing 90 grant applications by supporting 113 families during the year - and this is down to the continued excellent accounting undertaken by our treasurer and the wider grant application process undertaken by my fellow trustees. I am very proud to be Annabel's Angels new chair. Juggling our home and work lives, we still were able to respond to grant application enquiries within a target time of fourteen days. I thank them for their ongoing support.

Once again, local people have gone above and beyond for us during 2021-22. The wider public have supported us through events where they were allowable and through individual or corporate donations. In such a difficult year, we really could not have managed without their support – thank you.

The part we play is made possible through the support we receive from the cancer support teams at the University Hospitals of Derby and Burton NHS (UHDB). This is invaluable to us and our grant beneficiaries, and I pass on our wider thanks to the staff and team of volunteers at the Macmillan Information Centre based at the Royal Derby Hospital (part of UHDB). Thanks also go to the team at Young Lives vs Cancer based in Nottingham City Hospitals.

A particular mention should also be given to Denise Crouch, who stood down as trustee in December 2021. Denise has been a long time trustee, supporter and friend to many and we thank her so much for this. Thanks also go to Lisa

Freeman who retired from her role at the University Hospitals of Derby & Burton NHS (UHDB), who has been a long friend of Annabel's Angels.

This year has been a further time of change for our small charity and I am so proud of our ability to meet that head on and rise to the occasion. We support each other and our grantees and I believe we continue to play a significant role for families undergoing treatment for cancer in Derby.

Thank you.

Rachel Hayward

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 ten 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 (Rachel Hayward), Treasurer (Mark Smith) and Secretary (Simon Hancox). All ten 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.

2021 - 2022

Annabel's Angels is now in its eighth year as a Registered Charitable Trust. Our relationship with the cancer services team within the University Hospitals of Derby and Burton NHS Foundation Trust continues to strengthen, despite the changes in staffing at the Hospital. We are very proud of this relationship and know that our close working methods enables us to keep grantees updated as to the progress of their application, and has shortened delays in processing.

Our 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 long been supported by a series of fundraising activities held in and outside of Derby throughout the year. Aside from mandatory fees associated with running a charity all monies raised are used directly to fund grant applications to support families in need.

Despite the continued challenges presented by Covid19 and the various lockdowns, 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, Nottingham City Hospitals and GP practises across Derby. 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. Covid19 has not discriminated in its impact, and we have been very fortunate in receiving support from businesses local to Derby, particularly Stuart Mobility who extended their support during the year. They have been exceptional during this period and we are very grateful.

The people we support

The number of families we support continues to rise; this year we have supported a total of 113 families which averages out at approximately 9 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) and Young Lives vs Cancer.

In April 2021 we had reached a total of 400 applications. By February 2022 this became 500 applications, and our friends at Penguin PR supported us in an article in the local newspaper, featuring our trustees below:



(l to r: Rachael Beaumont, Mick Doody and Sue Gaskin)

**At the time of writing (26/01/2023), the charity has approved 565 grant applications since inception in 2014*

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%.

Covid19 has likely impacted upon our ability to receive feedback, but comments via our Facebook page and the support of the local community through fundraising events has confirmed trustees understanding that our grant application is well received. This is reinforced by the offers of fundraising from past grant beneficiaries and/or their families as a means to say thank you and support others.

2021 – 2022

Our aims - and achievements - are:

- To support 90 individuals/families via its grants programme during 2021 (113 families supported);
- To identify and work with 10 new Annabel's Angels business champions within local businesses across Derbyshire;
- To achieve a fundraising target of £30,000 during 2021.

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 £30,000 fundraising income. If, for example, the charity is to realise its aim of supporting 90 individuals/families, at the current maximum grant application amount of £250 per family, then this equates to a fundraising income of £22,500. It is important to ensure we manage a balanced budget whereby our expenditure and outgoings are within our fundraising revenue.

The restrictions on social distancing and the impact on external events cause concern amongst the trustees, particularly when faced with considerable increase in applications.

Income received was much reduced during 2021/22 - £18,311 in total (in comparison to £38,885 in 2020/21). Careful management of our finances enabled us to meet the requests for support and trustees discussed regularly our intentions to return to face to face fundraising as soon as was practically possible. We funded our shortfall in income vs expenditure from previous years fundraising.

Derby 10k went ahead in October and the Derby 10 mile went ahead on 14 November 2021, with Annabel's Angels as the headline charity partner.



We are hopeful that all the regular annual sporting events will return. Our presence at the Derby 10k, ramathon and Derby 10 mile with support from local runners – in return for free places – secures much needed funds.



trustee & volunteer team at Derby 10 mile 2021

The Sharon Bednall School of Dance community raised an absolutely amazing £2,714.21 for us through two shows. We would like to pass on our huge thanks to them for their incredible support.



Sharon Bednall School of Dance with Marie Greenall, trustee, far right

We continued to hold our trustee meetings via Zoom, and we were so fortunate that our grant approval process is held via secure WhatsApp that approvals continued, with posting of online vouchers to recipients addresses. In this way we continue to process applications promptly and safely.

At the end of March 2022 we were delighted to be informed that a grant would be awarded to us by Markeaton Crematorium, in the region of £15,000. This much needed funding will be put to excellent use in supporting at least 60 families in the next financial year. Our thanks go to the staff team at the Crematorium for nominating us for such an award.

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, 30 Charnwood Street, Derby, DE1 2GU

Telephone Number

01332 346266

Email

hello@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 and Derbyshire.

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 currently up to £250 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/mailed 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.

Fast forward several years, and 2021-22 has seen a significant reduction, reflective of the lasting impact of Covid and restrictions. The 2021-22 period saw:-

- an income of £18,311 compared to £38,885 in 2020-21.
- 113 families were supported during the year against a figure of 127 in 2020-21.
- £28,216 was spent on items/services purchased for families against a figure of £31,099 in 2020-21.

Goals

2022 -2023

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 90 new families in 2022. 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 90 support grants for individuals/families;
- To achieve a minimum fundraising income of £30,000 during the year 2022 - 23;
- 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 and Young Lives vs Cancer.

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 15% 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.

The charity has a building following on Twitter and Facebook - we use both of these channels to keep our community informed of our grant giving but also communicate when sporting events are available such as the Derby 10 mile. This has continued to work well for the charity and is fast becoming a strong area of regular promotion and awareness raising.

We have also received support from local PR company, Penguin PR, in writing and releasing articles about the charity in local newspapers and online media.

9. Organisation Structure

Board of Trustees

- Rachel Hayward – Chairperson
- Mark Smith – Treasurer
- Simon Hancox – Secretary
- Tessa Summers
- Matthew Hancox
- Will Kennard
- 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, The Fundraising Regulator and NCVO.

10. 2022 - 2023

Annabel's Angels will continue with its aim to seek to raise £30,000 in fundraising income during 2022-23. A revised 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, reflecting on the experiences of the last two years. 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