



ALTA – Addenbrooke's Liver Transplant Association

Charity number: 1115971

Trustees Report and Accounts

Year ended 30 June 2021



Providing support and information for liver transplant patients and their families



Contents

Officers, advisers and contact details.....	2
A personal message from the Chairman	3
Our mission.....	4
Our membership and support group.....	4
Operational.....	4
Structure, Governance and Management	4
Public Benefit.....	5
Covid Pandemic.....	5
Financial review	5
Basis of preparation.....	5
Results for the period	5
Reserves policy.....	6
Going concern.....	6
Statement of Trustees responsibilities	7
Statement of Financial Activities.....	8
Balance Sheet.....	9
Notes to the accounts	10



Officers, advisers and contact details

Charity registration Registered in England and Wales; number 1115971

Trustees The current Trustees are:

Brian Dean
(Chair)
Sarah Barker
Susan Gray
Gillian Kitchener
(Secretary)
John Kitchener
Paul Senior
Kenneth Steel

and those that have resigned during the period:

John Crookenden *resigned 6 March 2021*
Audrey Eade *resigned 9 October 2021*
Allen Farren *appointed 5 September 2020,
resigned 5 March 2021*
David Tovey *resigned 11 September 2021*

Bank CAF Bank
25 Kings Hill Avenue, West Malling, Kent ME19 4JQ

Website and social media www.alta.org.uk

 Addenbrooke's Liver Transplant Association (ALTA)

Contact us info@alta.org.uk

Contact address 9 Mitchell Way, South Woodham Ferrers, Chelmsford,
CM3 5PJ

Donate to help us www.justgiving.com/a-l-t-a

A personal message from the Chairman

Dear Member,

I was hoping that we would all be meeting to celebrate the 30th birthday of ALTA, but as we are all aware, this has been a year of unprecedented circumstances which has brought much sadness and sorrow to many families and has prevented ALTA from providing support to patients and families during their clinic visits and time as an in-patient on the transplant wards.



ALTA have continued to maintain contact with the Liver Transplant Co-ordinators who have provided details of patients requiring support to help them through the transplant journey.

It has been disappointing that the Celebration Day for the past two years has had to be cancelled together with the British Transplant Games, as we have been encouraged as to the response both these events have had from ALTA members and their families.

This past year has seen the retirement of four ALTA Trustees, John Crookenden, Alan Farren, David Tovey and Audrey Eade. During my brief tenure as Chairman they have given me extensive support and undertaken many important roles in moving ALTA forward to where it is today and for this, I am extremely grateful.

I, together with my fellow Trustees have continued to meet during the year to discuss our plans for moving ALTA forward and we have identified forthcoming projects which we plan to implement in the coming year, they are;

- The introduction of Outreach Clinic Support Groups
- A summer Celebration Day
- Extensive publicity strategy to increase the exposure of ALTA
- Increase the number of visiting team members

In addition to the above ALTA will continue to support research into the causes of liver disease and treatment from a hepatology perspective, from a peri and post-transplant perspective especially machine perfusion, from a patient comfort perspective and from assistance to staff on the Roy Calne Transplant Unit.

I would like to express my appreciation for the support my fellow Trustees have provided during the past year and look forward to working together in moving ALTA forward during the next year.



Brian Dean
Chairman
October 2021



The Trustees present their annual report along with the accounts covering the year ended 30 June 2021. The accounts have been prepared based on the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution.

Our mission

ALTA is a registered charity formed in 1991 by a group of patients and clinicians who recognised the need for support of this kind. Our objective is to provide support, financial or otherwise, for liver transplant patients and their families before, during and after transplantation.

We aim to do this by:

- visiting patients undergoing assessment and transplant to provide advice and support.
- providing additional support to that given to transplant recipients by healthcare professionals.
- a free newsletter and website to keep members up to date.
- sponsoring liver transplant patients who participate in the annual Transplant Games.
- raising the awareness of the importance of organ donation in the UK.

Unfortunately, during the period under review our effectiveness at providing some of the above services has been severely impacted by the Covid Pandemic and the lockdowns and restrictions placed on hospital visits and meeting people. As much as we have been able, we have stepped up our indirect support and social media content, and regular updates and news items through our website and newsletters.

Our membership and support group

Membership is open to all liver transplant patients as well as to their families. There are no membership charges. Support and advice is always available.

Becoming a member of ALTA provides the opportunity to contribute to how we move forward in supporting patients and families who are pre- and post-transplant and making sure they are informed of the activities that are undertaken by ALTA. There is a free newsletter, via post or e-mail, covering the latest news about ALTA and other topical information.

Operational

Structure, Governance and Management

The charity is an unincorporated association, governed by a constitution adopted on 9 August 2005, as amended on 6 October 2013.

The Charity was registered on 30 August 2006.

The Charity is run by the Trustees, who are elected members of the charity. There is a minimum of three but a maximum of fourteen Trustees. One third of the Trustees retire by rotation at each General Meeting but are eligible for re-election.

Additional Trustees may be appointed by the existing Trustees, either to replace a retiring Trustee or where it is felt that the Charity would benefit from additional skillsets and expertise. Following a selection process new Trustees will be taken through an induction programme covering the ethos, mission, governance, and financial background of the charity. They are also briefed on the role of a Trustee and Charitable law.

There are four formal Trustee meetings each year but all Trustees participate in the informal communications in the interim periods.



There is a Welfare Committee that consists of the Chair, plus at least two other Trustees and the Finance Officer if they are not a Trustee. This Committee can process smaller Welfare payments and other purchases in furtherance of the Charity's objectives without reference to the full board of Trustees

None of the Trustees received any remuneration for their services.

The charity has no direct employees.

Public Benefit

Our purpose is to provide support, financial or otherwise, for liver transplant patients and their families before, during and after transplantation as outlined in our mission.

The benefits can be identified through feedback from patients and families that we have assisted and we constantly review what does and doesn't work.

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have regard to the Charity Commission's general guidance on public benefit, "Charities and Public Benefit".

Covid Pandemic

The global Covid pandemic and national lockdowns had a significant impact on the way we functioned and hospital visits were not allowed. As much as possible we have tried to function in the virtual world in terms of the help we were giving to patients and families and have stepped up our Facebook presence and other online support and introduced a new website, with a much more modern feel to it.

We had to cancel our Celebration Days in both 2020 and 2021 but hope to hold a proper event in the spring or early summer of 2022. All our Trustee meetings have been virtual.

The pandemic has affected our income earning ability and fundraising opportunities. We did set up an on-line Christmas Card page which proved very successful but there were no occasions when we could sell our cards on a face-to-face basis, which we have done in the past. Fundraising activities on our behalf were also severely curtailed.

On the other hand our expenditure fell as we were not able to support people in the same way or carry on with some of our normal activities.

However, in the opinion of the Trustees the pandemic has not affected our overall viability.

Financial review

Basis of preparation

The accounts have been prepared on an accruals basis using The Statement of Financial Activities shows a surplus of £3,642 (2020 - £5,830) for the year to 30 June 2021, of which £52 (2020 - £nil) is restricted.

Results for the period

Total income in the year was £8,188 (2020 - £12,483). The majority of this, £7,327 (2020 - £9,185) was donations. We are extremely grateful to all of donors and fundraisers and the contributions they have made in a difficult year.

The balance was mainly from sales of Christmas card sales, £859 (2020 - £2,335), this year mainly on-line from the new website. In 2020 we also received £940 from ticket sales to the Celebration Day; which was cancelled this year because of the covid pandemic restrictions.

Total expenditure was £4,546 (2020 - £6,653).

Our activities were severely restricted and show a corresponding drop in outgoings. We awarded grants amounting to £616 (£2,263) mainly to



cover travel and accommodation for relatives. We were not able to offer any Complementary Therapy because of visiting restrictions (2020 - £2,063). There are currently no plans to re-introduce this, even when conditions permit.

The administration costs this year were £3,355 (2020 - £1,492) included two major items; the development of a new website £1,650, which has received some very favourable comments. Also, a write down of the value of the Christmas card stock of £916, having regard to potential saleability and quantities held. We would not expect these to be repeated in the near future.

At the year end the Charity had unrestricted net assets of £27,525, held primarily as cash and a further £52 of restricted funds to be donated to the Perfusion Machine Fund operated by Addenbrooke's Charitable Trust.

Reserves policy

Whilst the charity held reserves (£27,525) at the year-end significantly more than its annual expenditure the amount involved is not significant in the event of a number of larger claims for financial assistance.

The Trustees are also reviewing future strategy and potential use of a significant element of these funds being used to grow the support function and assisting more patients and their families.

The Trustees will keep this under review but are looking to maintain the reserves to a level having regard to potential future major projects that will enhance the support we can give.

Going concern

The Trustees review the charity's cash flow to ensure that it has sufficient working capital available to sustain its operations and that it can meet its day-to-day requirements from existing cash resources.

The Trustees regularly review the risks and consider the potential impact on the charity taking into account existing resources, together with anticipated future income and outgoings.

The Charity has operated throughout the year against the background of the Covid 19 pandemic which has obviously curtailed the extent of activities and opportunities to.

Our current projections show that the charity is expected to be able to meet its liabilities as they fall due for the foreseeable future. After careful consideration of these factors, the Trustees have concluded that the going concern basis of preparation is appropriate.

This report was approved by the Trustees and signed on their behalf on 26 October 2021

A handwritten signature in black ink, appearing to read 'B. Den', is written over a light blue horizontal line.

Chairman



Statement of Trustees responsibilities

The Trustees are responsible for preparing the Annual Report of the Trustee and the Accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustee to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgments and accounting estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity and group will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the Constitution. The Trustees are also responsible for safeguarding the assets of the charity and hence, for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of Financial Activities

	Note	30 June 2021	30 June 2020
		£	£
Incoming resources			
Income and endowments from:			
Donations	3	7,327	9,185
Other trading activities – Christmas card sales	4	859	2,335
Events – celebration day	5	-	940
Investments – bank interest		2	23
Total		8,188	12,483
Resources expended			
Expenditure on:			
Charitable activities – donations, grants, and patient support costs	6	616	2,263
Other trading activities - Christmas card sales		575	1,170
Events – celebration day		-	1,792
Support and administration costs	7	3,355	1,428
Other costs		-	
Total		4,546	6,653
Net income/(expenditure)		£ 3,642	£ 5,830
Funds brought forward		23,935	18,105
Total funds carried forward	9	£ 27,577	£ 23,935

All the above results are derived from continuing activities. All gains and losses recognised in the period are included above.



Balance Sheet

	Note	30 June 2021 £	30 June 2020 £
Current Assets:			
Stock of Christmas cards		166	1,477
Debtors and prepayments		8	140
Cash at bank		27,615	22,330
Total current assets		27,789	23,947
Creditors: amounts falling due within one year			
		212	12
Total assets less current liabilities		27,577	23,935
Total net assets		£ 27,577	£ 23,935
Charity funds			
Unrestricted funds	9	27,525	23,935
Restricted funds	9	52	-
Total funds		£27,577	£ 23,935

The notes on pages 10 to 12 form part of these accounts.

The accounts were approved by the Board of Trustees and signed on their behalf by:

Trustee

26 October 2021



Notes to the accounts

1. General Information

The Charity is governed by a constitution adopted on 6th October 2013 and is registered with the Charity Commission of England and Wales (charity number 1115971). Membership is free and open to individuals or organisations approved by the Trustees. Members do not have any liability in the event the charity not being able to meet its commitments.

2. Accounting policies

a. Basis of preparation

These accounts have been prepared on an accruals basis, which is consistent with prior years.

These accounts have been prepared under the historical cost convention in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting by Charities"

b. Going Concern

The accounts are prepared on the going concern basis. There are no material uncertainties about the charity's ability to continue and that the going concern basis of preparation is appropriate

c. Fund accounting

Funds held by the charity are either:

- Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustee.
- Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.
- Restricted funds - these funds, which arise from grants or donations made for a specific purpose, can only be used for that particular purpose within the objects of the charity. Restrictions arise when stipulated by the donor or grantor or where funds are raised for a specified purpose. The balances of the funds represent the unspent balances.

d. taxation

The charity is not liable to direct taxation on its income. The charity is not registered for Value Added Tax (VAT) and is therefore unable to reclaim the input tax it suffers on its purchases. Expenditure in the accounts is therefore shown inclusive of VAT where appropriate.

e. Incoming resources

Voluntary income, including donations, gifts and legacies that provide core funding or are of a general nature, are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift.

Income derived from merchandise sales and from events is recognised as earned (that is as the related goods or services are provided)

f. Resources expended

Expenditure is recognised when a liability is incurred.

Charitable activities include all expenditure relating to the objects of the charity, including financial assistance and other support for the wellbeing of the patients.



The value of services provided by Trustees and volunteers is not incorporated into these financial statements.

g. Stocks

Stocks of Christmas Cards are held at the lower of cost or an assessment of net realisable value.

3. Donations

	2021	2020
	£	£
Donations and gifts	6,856	8,423
Gift Aid	471	762
	<u>7,327</u>	<u>9,185</u>

4. Other trading activities

	2021	2020
	£	£
Sales of Christmas cards	859	2,335
less: costs, including postage and packing	(575)	(1,170)
	<u>284</u>	<u>1,165</u>

5. Events – Celebration Day

	2021	2020
	£	£
Income – ticket sales	-	940
Costs of event and entertainment	-	(1,170)
	<u>-</u>	<u>(230)</u>

Because of the Covid pandemic it was not possible to hold a live event in the year

6. Charitable activities

	2021	2020
	£	£
Awards and grants	616	200
Complementary therapy	-	2,063
	<u>616</u>	<u>2,263</u>

7. Administrative expenses

	2021	2020
	£	£
Bank fees	83	60
IT subscriptions	80	-



Printing, post & stationery	626	940
Travel costs	-	345
Website development	1,650	83
Stock adjustment	916	-
	3,355	1,428

8. Trustee costs

There were no permanent employees during the period.

No trustee or person related or connected by business to them, have received any remuneration during the period. No trustee was reimbursed for any expenses.

9. Movements in funds

	Brought forward	Income	Expenditure	30 June 2021	30 June 2020 *
	£	£	£	£	£
Unrestricted funds:	23,935	8,136	(4,456)	27,525	23,935
Restricted funds:					
Donation towards Perfusion Machine	-	52	-	52	-
Total restricted funds:	-	52	-	52	-
Total funds:	£ 23,935	£ 8,188	£ (4,456)	£ 27,577	£ 23,935

* All income in 2020 (£12,483) and expenditure £(6,653) was unrestricted.