



ALTA – Addenbrooke's Liver Transplant Association

Charity number: 1115971

Trustees Report and Accounts

Year ended 30 June 2022



*Providing support and information for liver transplant patients and their families*



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## Officers, advisers and contact details

Charity registration Registered in England and Wales; number 1115971

Trustees The current Trustees are:

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

and those that have resigned during the period:

Audrey Eade *resigned 9 October 2021*  
David Tovey *resigned 11 September 2021*

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Website and social media [www.alta.org.uk](http://www.alta.org.uk)

 Addenbrooke's Liver Transplant Association (ALTA)

Contact us [info@alta.org.uk](mailto:info@alta.org.uk)

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CM3 5PJ

Donate to help us [www.justgiving.com/a-l-t-a](http://www.justgiving.com/a-l-t-a)

## A personal message from the Chairman

Dear Member,



As another year comes to an end, we are gradually returning to a reasonable level of normality, although thoughts of the Covid virus are still at the forefront of our minds.

During the past twelve months ALTA has continued to actively provide support for patients and their families who are commencing the liver transplant journey. However, this has been restricted as the ALTA visiting team have not been able to undertake a physical presence in the Assessment Clinic or transplant wards. This will hopefully change very soon as discussions have been held with the Liver Transplant Coordinators for the ALTA visiting team to resume attendance at the weekly assessment clinic to offer support to patients.

In addition to the four meetings that have been held during the year, ALTA launched an inaugural summer Celebration Day for members to finally meet again following the past social restrictions and sincere thanks must be given to the Trustees for organising this successful event and providing the refreshments during the afternoon.

ALTA continues to support the ongoing research into liver disease that is undertaken at Addenbrooke's and financially supports the provision of new equipment and services for liver transplant patients. The distribution of financial support for such projects and equipment, and patients, is only possible by the generous donations that ALTA receives during the year. We have been able to finance the purchase of a specialist chair and exercise equipment for the Physiotherapist team to assist patients to a quicker recovery and return to home.

Our focus for the coming year is to raise the profile of ALTA and invite all members to contribute their thoughts and ideas of the charity. Everyone has ideas and thoughts of how they would like to see improvements, here are some that I and my fellow Trustees have identified.

- Local hospital and Outreach Clinic Support for patients diagnosed with liver disease and potential referral to Addenbrooke's for transplant
- Extend the reach of patient and family support and contact, to encourage members to participate as Trustees and/or a member of the visiting team
- Invite liver transplant patients and relatives to contribute the story of their journey through the transplant process for publication in the newsletter.

ALTA has been providing support to patients for over 30 years by a few post-transplant patients. We still have a long road ahead to continue this support and I would be very grateful for your company on the journey.

Before I conclude my report, I must reflect on the loss of loved ones that some of our families have endured during the past year and the sadness this undoubtedly brings. On behalf of the ALTA Trustees and members, I extend our sincere condolences to you all for your loss.



Brian Dean  
Chairman  
September 2022



The Trustees present their annual report along with the accounts covering the year ended 30 June 2022. 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.
- providing grants to further the work of organisations helping liver transplant patients and on occasions direct financial support towards the welfare of patients and their families.
- a newsletter and website to keep members up to date.
- sponsoring liver transplant patients who participate in the annual **British** Transplant Games.
- raising the awareness of the importance of organ donation in the UK.

The impact of the Covid Pandemic continues to impinge on our ability to directly meet transplant patients, especially in an hospital environment. We have continued our indirect support by telephone and web-based contacts as well as social media pieces, 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 effects of the global Covid pandemic continue to impact on our ability to support. We still cannot meet patients in an hospital environment, which we feel to be one of the most important aspects of our work. We have had some patient meetings outside hospitals and have had a lot of indirect contact through phone and web-based meetings, as well as maintaining our social media presence, help groups and our website.

We have not had a formal Celebration Day since 2019 and is unlikely to happen in 2022. We did hold an open afternoon in June which was well received by those who attended, and thanks go to those who organised or contributed towards the event.

All formal Trustee meetings continue to be virtual.

However, whilst Covid has impacted the way we work and some of our fundraising capability, 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 £8,820 (2021 - £3,642) for the year to 30 June 2022, all unrestricted. In 2021 £52 was restricted.

### Results for the period

Total income in the year was £24,760 (2021 - £8,188). The majority of this, £24,015 (2021 - £7,327) 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, £725 (2021 - £859), mainly on-line through the website.

Total expenditure was £16,240 (2021 - £4,546). This includes £12,500 donation to the Physiotherapy unit at Addenbrookes Hospital, which has been used to provide a specialist chair to support transplant patients in the immediate days post operation, together with financial support for a trial of weekend physiotherapy support for patients. The initial results from both of these have been very promising.



The administration costs this year were £2,226 (2021 - £3,355). Last year included the development of a new website (£1,650).

**Discontinued activity** Included in the administration costs is a stock adjustment £451 (2021 - £916). The Trustees have reviewed the benefit of this activity in light of the current economic climate and reluctantly feel that that the sale of Christmas cards on the scale available to the charity is no longer a viable fundraising opportunity. There is uncertainty that people will continue to buy cards. Instead of contributing to resources it is, at best, a breakeven exercise and potentially a drain on resources.

The decision has been made to write off the existing holding. Stocks currently held will be available for sale and the balance will be donated and used to promote the Charity amongst appropriate communities, including the transplant wards at Addenbrookes, and local schools.

**Closing reserves** At the year end the Charity had unrestricted net assets of £36,045 (2021 - £27,525), held primarily as cash.

This included a designated fund amounting to £7,500 (2021 - £nil). During the year the charity received significant donations in memoriam of Claire Sage. The Trustees also designated some of the Charity's own reserves to this fund such the total was £20,000. To date, £12,500 has been spent on supporting the work of the Physiotherapy Unit at Addenbrookes Hospital. The balance will be applied against similar future programmes supporting liver transplant patients.

There was a further £52 (2021 - £52) of restricted funds to be donated to the Perfusion Machine Fund operated by Addenbrooke's Charitable Trust.

**Reserves policy** Whilst the charity held general reserves of £28,545 (2021 - £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 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.

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 7<sup>th</sup> September 2022

A handwritten signature in black ink, appearing to read 'B. Dean'.

**Brian Dean**  
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 2022 £	30 June 2021 £
<b>Incoming resources</b>			
<b>Income and endowments from:</b>			
Donations	3	24,015	7,327
Other trading activities – Christmas card sales	4	725	859
Investments – bank interest		20	2
<b>Total</b>		<b>24,760</b>	<b>8,188</b>
<b>Resources expended</b>			
<b>Expenditure on:</b>			
Charitable activities – donations, grants, and patient support costs	5	13,562	616
Other trading activities - Christmas card sales	4	452	680
Support and administration costs	6	2,226	3,250
Other costs			-
<b>Total</b>		<b>16,240</b>	<b>4,546</b>
<b>Net income/(expenditure)</b>		<b>8,820</b>	<b>£ 3,642</b>
<b>Funds brought forward</b>		27,577	23,935
<b>Total funds carried forward</b>	8	<b>£36,097</b>	<b>£ 27,577</b>

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

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 2022 £	30 June 2021 £
<b>Current Assets:</b>			
Stock of Christmas cards		-	166
Debtors and prepayments		50	8
Cash at bank		36,059	27,615
<b>Total current assets</b>		<b>36,109</b>	<b>27,789</b>
<b>Creditors: amounts falling due within one year</b>			
		12	212
<b>Total assets less current liabilities</b>		<b>36,097</b>	<b>27,577</b>
<b>Total net assets</b>		<b>£36,097</b>	<b>£ 27,577</b>
<b>Charity funds</b>			
Unrestricted funds	8	36,045	27,525
Restricted funds	8	52	52
<b>Total funds</b>		<b>£36,097</b>	<b>£27,577</b>

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:

**Brian Dean**  
Chairman  
7<sup>th</sup> September 2022



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## Notes to the accounts

### 1. General Information

The Charity is governed by a constitution adopted on 6<sup>th</sup> 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 - 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

	2022	2021
	£	£
Donations and gifts	22,535	6,856
Gift Aid	1,480	471
	<b>24,015</b>	<b>7,327</b>

4. Other trading activities

	2022	2021
	£	£
Sales of Christmas cards	725	859
less: costs, including postage and packing	(452)	(680)
	<b>273</b>	<b>179</b>

5. Charitable activities

	2022	2021
	£	£
Awards and grants	12,751	536
Welfare support	811	80
	<b>13,562</b>	<b>616</b>

6. Administrative expenses

	2022	2021
	£	£
Bank fees	96	83
Insurance	96	-
IT subscriptions	80	80
Postage	798	385
Printing and stationery	598	136
Website development	-	1,650
Stock adjustment (below)	451	916
Other	107	-
	<b>2,226</b>	<b>3,250</b>

The Trustees have decided that in the current economic climate that the sale of Christmas cards on the scale appropriate to the charity is no longer a viable opportunity. Instead of contributing to resources is actually a cost. The decision has been made to write off the existing holding. Stocks currently held will be available for sale and the balance will be donated and used to promote the Charity amongst appropriate communities.



## 7. 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.

## 8. Movements in funds

	Brought forward	Income	Expenditure	Transfers	30 June 2022	30 June 2021
	£	£	£	£	£	£
Unrestricted funds:						
General fund	27,525	9,329	(3,740)	(4,569)	<b>28,545</b>	27,525
Designated funds - <i>Claire Sage Memorial fund</i>	-	15,431	(12,500)	4,569	<b>7,500</b>	-
Total unrestricted funds	27,525	24,760	(16,240)	-	<b>36,045</b>	27,525
Restricted funds:						
Donation towards Perfusion Machine	52	-	-	-	<b>52</b>	52
Total restricted funds:	52	-	-	-	<b>52</b>	52
Total funds:	27,577	24,760	(16,240)	-	<b>36,097</b>	27,577

During the year the charity received significant donations in memoriam of Claire Sage, the Trustees also designated some of the Charity's own reserves to this fund such the total was £20,000. To date, £12,500 has been spent on supporting the work of the Physiotherapy Unit at Addenbrookes Hospital. The balance will be applied against similar future programmes supporting liver transplant patients.