



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2019		31	March	2020

## Section A Reference and administration details

Charity name

The Loss Foundation

Other names charity is known by

Registered charity number (if any) 1147362

Charity's principal address

6 Welbeck Villas

Highfield Road

London

Postcode

N21 3HN

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr Kirsten Smith			Erin Thompson
2	Deepa Patel			Erin Thompson and All Trustees
3	Shereen Sally			Deepa Patel
4	Francine Bear			Deepa Patel
5	Ruth Barnett			Deepa Patel
6	Ori Becker		Finished Trusteeship April 2019	Deepa Patel
7	Rebecca Mahallati			Deepa Patel
8	Peter Osborne			Deepa Patel
9	Sarah Barrick			Deepa Patel
10	Edward Levey			Deepa Patel

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
n/a	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
n/a		

### Name of chief executive or names of senior staff members (Optional information)

Dr Erin Hope Thompson acts as Director of the charity.

## Section B Structure, governance and management

## Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	Constitution
How the charity is constituted (e.g. trust, association, company)	Charity
Trustee selection methods (e.g. appointed by, elected by)	New Trustees are appointed by interview with a selection of The Board of Trustees.

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees are elected for an initial term of three years and may offer themselves for a further period of three years. The Trustees are a voluntary management committee and have ultimate responsibility for the charity. The Trustees meet 4-6 times a year to plan, control and monitor the overall policy and direction of the charity.

The trustees understand that they have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Trustees recognise that in the dynamic environment in which the charity operates the risks encountered are continually changing.

No business shall be transacted at any general meeting unless a quorum is present of 4 members. General meetings are chaired by the person who has been elected as Chair (unless the Chair is unavailable and Trustees appoint another attendee).

The charity can elect officers and other trustees in general meetings. New trustees are invited on to the Board when; a) an area of need has been recognised and discussed on the Board, b) avenues are explored to secure a new Trustee fitting for that role, c) a meeting is arranged between the potential new Trustee with the Chair and/or Director, d) if all requirements are met, the Board agree to the new membership.

We have paid members of part-time staff who are responsible for the day-to-day running of the organisation, volunteer management, seeking funding, and reporting progress and developments to the Board of Trustees.

The next level of organisation lies within the charity's volunteers who run the bereavement services. The volunteers are made up of psychologists, doctors, counsellors and other professionals. All volunteers receive bereavement support training. The volunteers undergo training, run the support services and access supervision for their work.

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

**Vision:** Providing gold standard support for everyone bereaved by cancer and tackling the taboo of grief in society.

**Mission:** Providing accessible and varied support to people bereaved by cancer and helping them learn to compassionately support themselves, carrying out research to learn best practice in grief support, and campaigning to break the taboo of grief in society.

In acknowledging the vision and mission, the aims and objectives of the charity are to provide support to people experiencing bereavement or loss as a result of cancer in the UK through:

- the provision of self-help support groups and other events;
- providing spaces for people to grieve with peer support available;
- offering information about the experience of bereavement;
- signposting to other forms of support.

The Trustees confirm that they have reviewed the guidance contained in the Charity Commission's general guidance on providing public benefit.

### **REVIEW OF SERVICES – Local to National Support**

In line with our plans for development in the previous year, the charity continued to run bereavement support groups whilst also trialling new forms of support that would allow us to support people nationally.

To meet the main aims and objectives of the charity whilst continuing to work towards our new approach, we have carried out the following activities:

#### **Support Groups**

Over the course of the year we have provided peer bereavement support groups free of charge to individuals who are bereaved by cancer across London. We ran a total of 14 groups over the course of the year. This included continuing to run specific themed support groups, e.g. parent loss to cancer, partner loss to cancer.

#### **Student Support Groups**

We continued to run some support groups specifically for students in Oxford. This was aimed at filling the gap in bereavement service for students studying at the university who would otherwise not get support. We ran a total of 4 student groups across the year.

#### **Social Events**

We continued to provide social events for people to access peer support in more social and informal environments. We ran 8 social events over the course of the year, providing opportunities for people to come together for peer support in a variety of settings. We extended the range of socials we offered to include day walks, and a get together over the Christmas and New Year period which is a particularly difficult time of year for people who are grieving.

#### **Therapeutic Workshops**

We continued the running of our therapeutic day workshop aimed at helping people to cope with grief related difficulties. We ran 3 day workshops across the year. The workshop design came from our evidence based therapeutic groups, and we are currently evaluating the benefits of the workshops. These have been a highly beneficial addition to our services, offering a lot of support and psychoeducation in a short amount of time, and bringing people together. We are exploring how to share the workshops nationally.

#### **Connect Service**

We hired a new part-time member of staff to fill the role of Head of Strategic Development. She created our Connect telephone support service, in which we match people with similar losses for 1-2-1 supportive conversations. We have been continuing to pilot the service and evolve it in response to feedback from our users. We hope to share the service nationally in the following year.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Information**

In addition to our in-person support, many people have continued to benefit from information and articles on our website that focus on the experience of bereavement.

**Social Media**

We extended our support more widely on our social media channels, offering articles, quotes, advice, event info and pictures. Our main social media avenues are Facebook and Twitter and Instagram.

**Signposting**

We have been able to signpost people to other services and make referrals to other professionals when necessary for their benefit and mental health. We have noticed that as our organisation continues to grow, we receive increasing numbers of emails and calls regarding support. As a peer-support service that is not available 24-hour support, we regularly signpost to other support services, such as Samaritans.

**Campaigning**

Following on from previous years, we have continued to advertise our IWontGoQuiet, campaign, encouraging people to say something rather than nothing when someone is bereaved. We shared the campaign at our comedy event in June 2019, and continued to use hashtags for the campaign across the year on social media.

**Research**

Over the course of the year we continued to collect data (with permission) from people taking part in our workshops. We continuously evaluate the benefits of our support so that we can continue to improve it and share it more widely.

**Training**

We continue to provide a training aimed at helping businesses better support their staff when they are grieving – this involves sharing psychological models of grief so they can better understand their employees' experiences and difficulties. This is an area we plan to extend over the coming year.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

**POLICIES**

We have a Charity Policy Handbook that houses all of our policies and is regularly updated.

All volunteers receive the Policy Handbook as well as a Volunteer's Handbook, outlining their role and responsibilities.

**VOLUNTEERS**

We are extremely grateful to our dedicated team of volunteer psychologists, doctors, counsellors and other professionals. Over the course of the year they have donated a huge amount of time collectively and helped support hundreds of people during their bereavement.

Our volume of volunteers marginally increases with each year, and we aim to continue having a growing number of team members running our services.

**Summary of the main achievements of the charity during the year**

**SUPPORT EVENTS**

Over the course of the year we provided 30 support events across London and Oxford. This includes all of our support groups, social events, and workshops. We also developed our Connect service, which has supported over 200 people in making supportive connections.

**BOARD DEVELOPMENT AND RESTRUCTURE**

We have continued to benefit from a Board with varied expertise to help guide our discussions around supporting people and growing nationally.

The Board discussed changes in The Loss Foundation's service approach, and it was decided we would aim to provide national support over the coming years. We continue to work on this development.

Our new approach has led to piloting new services including that of our telephone support service, Connect.

**PAID STAFF DEVELOPMENT**

We continued to have three paid part-time roles: administrator, Director, and Head of Strategic Development. We aim to take on a fundraiser for our next paid role.

**VOLUNTEERS**

We are extremely grateful to our dedicated team of volunteers. Over the course of the year they have donated a huge amount of time collectively and helped support hundreds of people during their bereavement.

**RESEARCH AND EVALUATION**

Carrying out research projects in collaboration with leading universities has enabled us to better measure the need for support, the benefit of our support and to collect tangible outcomes for our work. We continue to evaluate our support so that we can be sure we are providing gold standard support at all times.

**FUNDRAISING**

In addition to the support services we have provided to individuals who have lost a loved one to cancer, we have undertaken activities to generate funds for the charity. This has mainly been through the seeking of grants to cover our maintenance and development costs, as well as donations raised through sporting and sponsored events.

Our biggest fundraising achievement was via a comedy night fundraiser in June 2019, Stand up for The Loss Foundation, which was hosted in London and supported by 8 comedians who performed for free.

The event was a sell-out (900 tickets), and made approximately £17,000 profit for our charitable services.

**Brief statement of the charity's policy on reserves**

The Trustees have agreed that the charity is currently not of sufficient size to justify a formal reserves policy, however, this will be reviewed on an annual basis. We work to always having three months average monthly spend available at all times.

**Details of any funds materially in deficit**

n/a

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of funds in the current year have been via small grants, individual donations and fundraising, and our comedy night fundraiser. We expect that these avenues will continue into next year.

Our expenditure has been allocated to key objectives of the charity.

Our main expenditure over the past year has been related to the core costs of running and developing our support services, the cost of running our comedy night fundraising event, and the wages of our three members of staff. The costs of running our support services are low but remain a priority.

## Section F Other optional information

### Future plans

Our main plans for the year 2020/21 are as follows:

- To continue developing plans for a national reaching service
- To continue developing plans for increased variety of support services
- To increase awareness for our charity's services and link with services and organisations across England
- Continue to run our bereavement services across the UK
- To run an annual fundraising event to bring in money and raise awareness/campaign
- Continue with research and evaluation
- Extend our training programme for businesses
- Expand our pool of volunteers
- Expand our training support programme
- Create a sustainable fundraising strategy

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Deepa Patel	
<b>Full name(s)</b>	Deepa Patel	
<b>Position (e.g. Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	25/01/2021	



THE LOSS FOUNDATION		1147362		CC16a
Receipts and payments accounts				
For the period from	01-Apr-19	To	3/31/2020	

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations, legacies, grants	8,379	-	-	8,379	12,305
Fundraising and fundraising events	43,208	-	-	43,208	39,905
Fees for charitable services	-	-	-	-	4,656
Gift Aid	-	-	-	-	1,550
Interest on deposit accounts	-	-	-	-	-
Training	975	-	-	975	1,260
Other	512	-	-	512	103
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	53,075	-	-	53,075	59,779

<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	53,075	-	-	53,075	59,779

<b>A3 Payments</b>					
Cost of fundraising events	6,750.14	-	-	6,750	7,215
Wages / salaries / NI / pension	43,417.19	-	-	43,417	32,834
Consultancy / professional fees	-	-	-	-	1,848
Bank interest / charges	411.89	-	-	412	481
Rent/Hire of rooms	4,452.00	-	-	4,452	3,645
Training / Conferences	1,059.73	-	-	1,060	3,427
Insurance	261.84	-	-	262	262
Telephone/internet/website/email	1,830.22	-	-	1,830	1,944
Printing/postage/stationary/computer supplies	338.94	-	-	339	1,126
Membership	5,286.77	-	-	5,287	2,929
Equipment	-	-	-	-	150
Cost of charitable activities	1,880.42	-	-	1,880	7,731
Volunteer expenses	16.01	-	-	16	264
Advertising	836.40	-	-	836	741
Merchandise	-	-	-	-	-
Travel	-	-	-	-	61



Miscellaneous	3.99	-	-	4	389
<b>Sub total</b>	<b>66,546</b>	<b>-</b>	<b>-</b>	<b>66,546</b>	<b>65,047</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>66,546</b>	<b>-</b>	<b>-</b>	<b>66,546</b>	<b>65,047</b>
<b>Net of receipts/(payments)</b>	<b>- 13,471</b>	<b>-</b>	<b>-</b>	<b>- 13,471</b>	<b>- 5,268</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>22,414</b>	<b>-</b>	<b>-</b>	<b>22,414</b>	<b>23,295</b>
<b>Cash funds this year end</b>	<b>8,943</b>	<b>-</b>	<b>-</b>	<b>8,943</b>	<b>18,027</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>8,943</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-

		-	-
		-	-
		-	-
		-	-

## B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Shereen Sally</i>	Shereen Sally (Trustee)	28/01/2021