

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended  
31 March 2023  
for  
First Touch**

Azets Audit Services Limited  
Chartered Accountants  
Ashcombe Court  
Woolsack Way  
Godalming  
Surrey  
GU7 1LQ

## First Touch

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## First Touch

### Report of the Trustees for the Year Ended 31 March 2023

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS102) in preparing the annual report and financial statements of the charity.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Charity number

1072500

##### Principal address

Neonatal Unit  
Lanesborough Wing  
St George's Hospital  
Tooting  
London SW17 0QT

##### Trustees

Nicola O'Connor  
Nicola Eastwood  
Achim Herbert Vogt  
Laura de Rooy  
Kim Caddy  
Dr Sijo Francis  
Helen Beattie  
Paula Abramson  
Natalie Daly - Appointed 18 January 2023  
Robert Nestor - Appointed 18 January 2023  
Adam Norgett - Appointed 18 January 2023  
Benedict Shaw - Appointed 18 January 2023  
Louise Hunter - Appointed 18 January 2023  
Clare O'Grady - Appointed 18 January 2023

##### Independent examiner

Azets Audit Services Limited  
Chartered Accountants  
Ashcombe Court  
Woolsack Way  
Godalming  
Surrey GU7 1LQ

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Structure, Governance and Management

The Trust is a registered charity (charity number 1072500) and is constituted under a Trust deed dated 08 September 1998. The Trust was established by a parent of a baby treated on the unit.

The current Trustees all have experience of the unit either as parents who have had a baby treated on the unit or as clinical staff.

##### New Trustees

New Trustees are selected and appointed by the existing Trustees. On appointment new Trustees are given a welcome pack which includes a brief history of the Charity, a copy of the last three years financial statements, a copy of the Trust Deed and Supplemental Deed, and copies of the Charity Commission's guidance "The Essential Trustee: What you need to know" and "Charities and Public Benefit".

##### Relevant Interests

At this time none of the Trustees has a relevant interest but, in accordance with the Trust's policy, any Trustee with a relevant interest is required to disclose such interest and withdraw from any decisions where a conflict may arise.

## First Touch

### Report of the Trustees for the Year Ended 31 March 2023

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Additional Governance Issues**

At the Trustee meetings, the Trustees agree the broad strategy and areas of activity for the Charity, including large expenditure on equipment, and training and welfare budgets. The day-to-day administration of funds, processing, and marketing is delegated to the Charity Director and Coordinator.

Its management is in the hands of a Management Committee.

##### **Risk Management**

The Trustees 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.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and Aims**

The Charity's objective, as set out in the governing document, is the relief and treatment of premature and sick babies in the neonatal unit at St Georges Hospital by providing and assisting in the provision of specialist equipment, improving the amenities and facilities, and to support and assist the families of such babies who are or have been on the unit.

##### **Significant Activities**

The main activities undertaken for public benefit in relation to the stated objects are:

- The purchase of medical equipment (augmenting that acquired by the NHS Trust);
- Funding supplementary and specialist training for nurses; and,
- Support through the welfare fund for families and babies.

The neonatal unit at St George's Hospital is a level three centre of excellence meaning the sickest babies from South-West London and the South-East of England, and occasionally further afield, are transferred to the unit for treatment and, therefore, benefit from the funds used by the Charity.

There is no means testing relating to provisions from the welfare fund for families, support is available to all.

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have regard to the Charity Commission's general guidance on public benefit.

#### **BACKGROUND**

COVID-19 is still impacting the way in which First Touch can work with the neonatal unit. The First Touch staff continue to work remotely in the main, with an increased presence on the unit. Staff are mindful of the continuing need to keep the risk of infections low to protect the vulnerable patients and their families.

The First Touch staff however are able to become a more visible and accessible resource at the unit again, which enables easier communication with clinical staff to understand what is needed, often at quite short notice, and from a fund-raising perspective with the main source of donations coming from parents and families on or formally on the unit. Many parents meet the First Touch staff and see work undertaken and want to help support by raising funds or making donations.

The Trustees would like to pay tribute to both First Touch staff and the clinical and administrative staff on the Neonatal unit who have been a crucial conduit enabling First Touch to continue to be agile and active supporting the unit as necessary.

## First Touch

### Report of the Trustees for the Year Ended 31 March 2023

#### **ACHIEVEMENTS AND PERFORMANCE & FINANCIAL REVIEW**

The Charity received income of £197,698. The Trustees felt that this was a very satisfactory figure especially during this year in which a cost of living crisis became very apparent. The last financial year had an exceptional large single donation and this year's income is back in line with the normal level of income.

Many of the families that are served by the Neonatal do not come from affluent backgrounds and they often go out of their way to raise funds in grateful thanks for the treatment their babies have received. The Charity takes great pride in the fact that most of its income is raised by those who have directly benefited from the work of the unit and the work of First Touch.

First Touch is fortunate to have a following of fundraisers and donors who step up to raise funds for equipment and projects as they are identified. The Trustees note with gratitude that the consistent achieving of targets reflects the hard work and dedication of our staff, together with families and individuals. Gift aid tax relief and gifts in kind make a huge difference to the overall total.

The Charity considers that its main function is to fund the purchase of medical equipment to increase the capability of the unit to bring wellbeing to babies in its care. The charity responds to requests from the NNU for equipment and only if funds are available or if the Trustees believe that funds can be raised in a timely fashion does the charity commit to a purchase.

The Trustees are keen to emphasise that the level of income is not the only way to measure success. Our staff undertake other roles, including raising awareness for many of the issues surrounding premature birth and baby loss, together with welfare activities: making a stay on the unit more pleasant for families and staff. The feedback that is received from staff and families on the unit about the charity's role is reviewed regularly by the Trustees and is overwhelmingly positive.

#### **Equipment**

This year equipment spending has continued, following on from last year's increase after the last two years where the focus was been on welfare spending in response to the COVID-19 difficulties. Spending totalled £87,855 within the financial year, representing 38% of the total expenditure in the financial year. Expenditure highlights included a Criticool unit, heated mattresses and a simulation Mannequin which is on order from the USA, annual subscriptions including the vCreate system subscription, and training for the Peer Supporter volunteers.

Further spending has been identified for the coming year including a breast milk pasteuriser, and biliblankets.

It is important to note that whilst the Trustees frequently agree to purchase equipment mindful of fundraising campaigns or funds in hand in any financial year the procurement policy at St George's Trust dictates that equipment must be sourced through them and subsequently invoiced. As such the Trustees have no control over the timing of the purchases and receipt of invoices. These timings combined with the very different nature of demands on the Charity's funds during the pandemic led to the Trustees agreeing that it was appropriate for welfare spending to exceed the equipment spending in these exceptional times, and the Trustees continue to monitor the balance between equipment and welfare.

#### **Welfare**

One of the guiding tenets of the Charity is to seek to enhance the "amenities and facilities, and to support the families of babies who are or have been on the ward". This falls into the Welfare category.

Each baby on the unit at Christmas receives a Christmas Stocking and festive edible treats were available on the unit for staff and families. Babies also received a small gift to celebrate Easter, Mother and Father's days and World Prematurity Day all funded by the Charity. The Amazon wish continues to be a popular and convenient way for supporters to arrange these seasonal donations together with day-to-day supplies such as tea bags, snacks, muslins and general supplies for the staff and families that make such a difference to a very intense and difficult time for families.

## First Touch

### Report of the Trustees for the Year Ended 31 March 2022

#### Staff Training

Staff training continued virtually, attendance at events was still somewhat curtailed by the pandemic but is something that the Charity is keen to restart when possible.

#### Awareness and support

Similarly, First Touch has been able to restart in person events during the year and has continued to raise the profile of premature birth and the work of the unit virtually and through its very active social media posts. First Touch has funded the training of Peer Supporters, volunteer parents trained by St Georges to be a visible and accessible face for families, until this year accessible on social media and now in person visiting the nurseries and talking face to face with parents. So far this is proving popular and successful.

#### Trustees

Six new Trustees have been appointed and took up their posts in January 2023.

#### Staff

The staff at First Touch is the catalyst that allows the Charity to channel the generosity of volunteers and supporters to make such a tangible difference to the life and well-being of the babies on the unit.

The Trustees recognise that without doubt the single most important contribution to the work of the charity is that of the staff and wish to place on record their gratitude. Sarah Collins, Charity Director and Louise Williams, Charity Co-ordinator both go beyond their paid hours as part time staff on behalf of First Touch giving up their personal time to work as both the public face of the charity and day to day management and administration.

During the current financial year there have been some challenges for our staff, and they have met them with their inimitable dedication and flexibility allowing First Touch to continue its work, the Trustees are grateful and recognise the additional commitment of our staff stepping in to cover roles where necessary to keep the charity functioning efficiently. The Trustees recognise that this has been a difficult year.

The charity will continue to work innovatively and creativity to continue to support the Neonatal unit, together with the staff and families there.

#### Reserves Policy

The reserves held by the Charity at 31 March 2023 were £343,085 (2022: £376,248) and are split between unrestricted reserves totalling £338,085 (2022: £374,748) and restricted reserves of £5,000 (2022: £1,500).

The Charity only purchases equipment for which it has funding, or fundraising is undertaken specifically for a piece of equipment. It has minimal running costs other than staff salaries and the Trustees aim to maintain reserves in unrestricted funds at a level which equates to a minimum of six months of unrestricted charitable expenditure.

The Charity has held assets in cash, either in current or deposit accounts throughout the year. First Touch does not have any interest in real estate property or possess any marketable securities and thus has no financial market exposure. The costs associated with the core activities of the Charity are noted in the attached Statement of Financial Activities.

Approved by order of the board of trustees on 17 January 2024 and signed on its behalf by:

Nicola Eastwood - Trustee

**Independent Examiner's Report to the Trustees of  
First Touch**

I report to the charity trustees on my examination of the financial statement of First Touch (the charity) for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Debra Saunders FCA, BSc (Hons)  
Azets Audit Services Limited  
Ashcombe Court  
Woolsack Way  
Godalming  
Surrey GU7 1LQ

Dated: 24 January 2024

**First Touch**

**Statement of Financial Activities  
for the Year Ended 31 March 2023**

		Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	Notes	£	£	£	£
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		61,666	5,000	66,666	93,620
Activities for generating funds	2	119,644	-	119,644	191,175
Investment income	3	469	-	469	11
<b>Incoming resources from charitable activities</b>					
Gifts in kind		<u>10,919</u>	<u>-</u>	<u>10,919</u>	<u>7,745</u>
<b>Total incoming resources</b>		192,698	5,000	197,698	292,551
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income		8,347	-	8,347	10,842
<b>Charitable activities</b>					
Purchase of medical equipment		86,355	1,500	87,855	92,418
Support through the welfare fund for families and babies		120,135	-	120,135	123,527
Gifts in kind		10,919	-	10,919	7,745
Support costs		<u>3,605</u>	<u>-</u>	<u>3,605</u>	<u>3,275</u>
<b>Total resources expended</b>		229,361	1,500	230,861	237,807
<b>NET (EXPENDITURE)/INCOME</b>		(36,663)	3,500	(33,163)	54,744
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		374,748	1,500	376,248	321,504
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>338,085</u></u>	<u><u>5,000</u></u>	<u><u>343,085</u></u>	<u><u>376,248</u></u>

The notes form part of these financial statements

**First Touch**

**Balance Sheet  
At 31 March 2023**

	Notes	2023 £	2022 £
<b>CURRENT ASSETS</b>			
Debtors	5	5,335	4,374
Cash at bank		<u>340,510</u>	<u>374,394</u>
		345,845	378,768
<b>CREDITORS</b>			
Amounts falling due within one year	6	(2,760)	(2,520)
		<u>343,085</u>	<u>376,248</u>
<b>NET ASSETS</b>			
<b>FUNDS</b>	8		
Unrestricted funds		338,085	374,748
Restricted funds		<u>5,000</u>	<u>1,500</u>
<b>TOTAL FUNDS</b>		<u>343,085</u>	<u>376,248</u>

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The financial statements were approved by the Board of Trustees on 17 January 2024 and were signed on its behalf by:

Nicola Eastwood -Trustee

The notes form part of these financial statements

## First Touch

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### 1. ACCOUNTING POLICIES

##### Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

##### Going concern

We have paid particular attention to the likely effects on the charity of the current global economic uncertainty and the trustees remain confident that sufficient funding, and reserves, are in place and that the charity has adequate resources to enable it to continue as a going concern for the foreseeable future.

##### Incoming resources and debtors

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Debtors and prepaid expenses are included at the monetary value of the transaction.

##### Resources expended and liabilities

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

##### Taxation

The charity is exempt from tax on its charitable activities.

##### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### Capital expenditure

Expenditure of a capital nature is written off to income and expenditure in the year in which it is incurred.

#### 2. ACTIVITIES FOR GENERATING FUNDS

	2023	2022
	£	£
Fundraising events	<u>119,644</u>	<u>191,175</u>

**First Touch**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**3. INVESTMENT INCOME**

	2023	2022
	£	£
Deposit account interest	<u>469</u>	<u>11</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Prepayments and accrued income	<u>5,335</u>	<u>4,374</u>

**6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Accruals and deferred income	<u>2,760</u>	<u>2,520</u>

**7. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	£	£	£	£
Current assets	340,845	5,000	345,845	378,768
Current liabilities	<u>(2,760)</u>	<u>-</u>	<u>(2,760)</u>	<u>(2,520)</u>
	<u>338,085</u>	<u>5,000</u>	<u>343,085</u>	<u>376,248</u>

First Touch

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023

8. MOVEMENT IN FUNDS – CURRENT YEAR

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
<b>Unrestricted funds</b>			
General Fund	374,748	(36,663)	338,085
<b>Restricted funds</b>			
Equipment Fund	1,500	3,500	5,000
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>376,248</u>	<u>(33,163)</u>	<u>343,085</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	192,698	(229,361)	(36,663)
<b>Restricted funds</b>			
Equipment Fund	5,000	(1,500)	3,500
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>197,698</u>	<u>(230,861)</u>	<u>(33,163)</u>

MOVEMENT IN FUNDS – PRIOR YEAR

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
General Fund	319,134	(55,614)	374,748
<b>Restricted funds</b>			
Equipment Fund	2,370	(870)	1,500
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>321,504</u>	<u>54,744</u>	<u>376,248</u>

## First Touch

### Notes to the Financial Statements - continued for the Year Ended 31 March 2023

#### 8. MOVEMENT IN FUNDS – PRIOR YEAR (continued)

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	291,051	(235,437)	55,614
<b>Restricted funds</b>			
Equipment Fund	1,500	(2,370)	(870)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>292,551</u>	<u>(237,807)</u>	<u>54,744</u>

#### 9. RELATED PARTY DISCLOSURES

There were no transactions with related parties for the year ended 31 March 2023 nor for the year ended 31 March 2022.

#### 10. RESTRICTED FUNDS

##### Equipment Fund

Donations received for specific items of medical equipment are allocated to this fund and any purchases made are then matched accordingly.

First Touch

Detailed Statement of Financial Activities  
for the Year Ended 31 March 2023

	2023 £	2022 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	49,541	62,681
Gift aid	<u>17,125</u>	<u>30,939</u>
	66,666	93,620
<b>Activities for generating funds</b>		
Fundraising events	119,644	191,175
<b>Investment income</b>		
Deposit account interest	469	11
<b>Incoming resources from charitable activities</b>		
Gifts in kind	<u>10,919</u>	<u>7,745</u>
<b>Total incoming resources</b>	197,698	292,550
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Fundraising and administration	4,875	7,529
Events	<u>3,472</u>	<u>3,313</u>
	8,347	10,842
<b>Charitable activities</b>		
Medical equipment funding	87,855	92,418
Welfare	54,626	60,396
Staff costs	63,874	62,347
Raffles	-	-
Training post funding	1,635	674
Family accommodation	-	110
Gifts in kind	<u>10,919</u>	<u>7,745</u>
	218,909	223,690
<b>Support costs</b>		
Independent examiner's fee	2,760	2,520
Other costs	<u>845</u>	<u>755</u>
	3,605	3,275
<b>Total resources expended</b>	<u>230,861</u>	<u>237,807</u>
<b>Net (expenditure)/income</b>	<u><u>(33,163)</u></u>	<u><u>54,743</u></u>