

TRUSTEE REPORT

2022-2023

Trustees and Members

The Members of the charity are its Trustees for the purpose of the Foundation Model Charitable Incorporated Organisation or CIO and who, throughout this report, are collectively referred to as the Trustees.

Trustees who have held office since the initial charity registration on 3rd December 2015:

- Mrs Rachel Irwin
- Mrs Laura Finnigan
- Mr Andrew Lewis (stepped down Feb 2023)

New Trustees as of 1st Feb 2023

- Elizabeth McDonald

In accordance with the charity's constitution, all Trustees shall retire from office after a period of 2 years but shall be eligible for re-election. All Trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the notes to the accounts. Although there have not been any changes, new Trustees are given a formal induction covering the charity's aims, objectives and challenges, funding strategy and an overview of how the charity's services and activities are conducted.

Legal Structure and Governance

The registered head office is St Maries, Lugsdale Road, Widnes, WA8 6DB.

The charity is governed by its constitution which will be reviewed annually and revised, if necessary, in line with Charity Commission guidance and approval.

The charity is incorporated through the legal status of a Charitable Incorporated Organisation (CIO). This means if the CIO is wound up, the Trustees of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Third Party Indemnity Insurance

At present, third party indemnity insurance is not provided for the individuals in their capacity as charity Trustees, but the situation will be kept under review.

Organisation

The Board of Trustees is responsible for the administration of the charity. The day-to-day running of the organisation is led predominantly by the CEO, who is the founder of the charity. Supporting the Trustees is an ever-growing number of volunteers who undertake various roles in the charity's regular activities. Current Board members are located throughout Cheshire and Merseyside and meet on a quarterly basis where decisions are made. This year these meetings have taken place at face-to-face meetings. Occasionally, decisions have been made via group emails, where a discussion has taken place, and a decision has been agreed by all Trustees.

Risk Management

The charity currently leases a premises, as of 1st January 2019, at Halton and St Helens Voluntary Action, Lugsdale Road, Widnes, WA8 6DB. The financial risk is very low however, as funding and fundraising continues to be a number one priority. This ensures the charity continues to deliver activities as set out in the constitution. The charity has:

- Public Liability Insurance
- Employers Liability Insurance
- Professional Indemnity Insurance.

These are all at appropriate levels of cover for this stage of the charity's development.

Objectives and Activities

The principal activity of the charity is the relief of sickness and the preservation and protection of the health of women and their families who are affected by a cancer diagnosis by the provision of support, information and advice to help improve their health and recovery.

Achievements, Performance and Demonstration of Public Benefit

This year has been successful for all involved with the charity. Due to the hard work and dedication given by our staff team.

We have continued to operate our services successfully and develop new exciting activities and services. Out of the service users surveyed, who joined in our activities, 100% felt that we were very good at supporting women undergoing treatment during and 98% said that we had helped to reduce their isolation during their cancer journey. (Sam's Diamonds Survey December 22 – April 23)

Thanks to the Reaching Communities Grant from The National Lottery Community Fund allowing us to employ members of staff to support our work, our team has grown in strength and skillset to further support the growth of the charity and build on the work already achieved. We are delighted to have 6 months free reserves (in line with the recommendations of the Charity Commission) and to be presenting this report alongside the healthy financial statement for this stage of the charity's development.

Over the past 12 months, our charity has centred its efforts on several key areas:

1. Promoting and enhancing the public awareness of the charity, while expanding our range of community activities.
2. Raising vital funds to sustain the operational capacity of the charity.
3. Restoring our services to their full capacity prior to the impact of the Covid pandemic and strengthening our organisational management to accommodate increased capacity and growth.
4. Continuously supporting our ladies with personalised services, empowering them to regain self-confidence and approach their lives with a positive outlook.

The inception of Sam's Diamonds Cancer Support arose from the unfortunate circumstances faced by our founder, Sam Lewis, who was diagnosed with breast cancer in 2012. In search of support that would inspire and motivate her, she formed a small group of like-minded women on a similar cancer journey. This eventually led to the establishment of our charity, Sam's Diamonds Cancer Support.

The members of our group strive to inspire and uplift one another throughout their respective cancer journeys, fostering a positive mindset and unity in their fight against cancer. This support network embraces various positive experiences together, strengthening their collective support system and presenting a unified front against the challenges posed by cancer. As more women demonstrate their unwillingness to passively wait for treatment outcomes, the age range of our group has expanded. Through activities and workshops provided, these women regain control over their lives, adopting healthier lifestyles and reducing the risk of recurrence.

Many of our members have embraced the opportunity to give back to the charity, volunteering across various roles and becoming public advocates or group leaders, sharing their invaluable experiences.

Our progress and achievements over the past 12 months have led to significant growth, supporting over four hundred ladies in the Northwest region and extending our services to 23 locations nationwide, including London, Scotland, Wales, and Northern Ireland.

This year, we have expanded and diversified our activities, implementing both in-person and online formats to cater to different preferences and circumstances. We have developed an online forum where our service users can access our services and be notified of our activities without being on social media.

Over past 12 months, we have been able to deliver and facilitate:

- 6 Walking Clubs
- 3 Online Zoom Chats
- 6 Book Clubs
- 14 Arts & Crafts Clubs
- 3 Meals out
- 1 workshop
- 2 choir classes
- 1 Theatre trip
- 19 wellness classes
- 9 coffee meet ups.
- 2 weekends away
- 1 afternoon tea
- 1 family picnic
- 1 race for life
- 2 bingo evenings
- 2 cookery classes via zoom
- 6 empowerment activities
- 14 Gardening clubs
- 1 group leader/ ambassador training day

Total 102 Activities (more than doubled on last year)

We increased the number of awareness activities we provide this year these included :

- 5000 copies of our new wellbeing magazine, SHINE distributed.
- 2 Information stands in the local supermarket.
- 2 Macmillan event awareness tables.
- 1 in-person talk delivered to ladies at Houghwood Golf Club.
- 12 breast check tutorial videos on Facebook.
- 3 corporate talks, 2 women's groups, 1 talk to NHS departments.
- We distributed 100 self-check awareness posters.
- Over 200 chemo bags compiled and given to chemotherapy patients across the region with information about Sam's Diamonds in.
- 2 breast examination demonstrations and awareness of Sam's Diamonds on a global stage

We are also co-ordinated these community events:

- A Family Day at the Garden of Hope
- 6 Volunteer Days at the Garden with members of the community
- 3 Volunteer Days at the Garden with staff from Sainsburys
- 3 Volunteer Days at the Garden with students from Cronton College
- A Christmas Fair & Grotto
- An Afternoon tea
- A medium night
- An Awards Evening
- An open day at our garden

Our Aims

Sam's Diamonds is committed to providing unwavering support to women throughout their cancer treatment and the subsequent rehabilitation process. Our main focus lies in nurturing a positive and motivated mindset among our members, ensuring they avoid falling into the grip of depression. We firmly believe that cancer affects all women equally, regardless of the specific type, and thus, we provide equal support to everyone's physical and mental well-being.

Even after the completion of treatment, the journey does not reach its end. We understand that the recovery process extends well beyond medical procedures. We are dedicated to offering ongoing assistance to our members during this phase, ensuring they receive the comprehensive support they require to navigate the challenges they may encounter.

In terms of fundraising and raising awareness, we started this year with a solid financial foundation. Thanks to the efforts of our dedicated staff, we have successfully maintained a healthy income, both restricted and unrestricted. Through organizing various community events and amplifying our charity's visibility, we have significantly boosted both membership and awareness via our website and consistent presence on multiple social media platforms. Additionally, our CEO had the privilege of representing the United Kingdom in an international competition. During this opportunity, she not only educated a global audience about self-breast examination but also promoted the cause of Sam's Diamonds Cancer Support. Consequently, our organization received extensive coverage in both national and international media outlets.

Our volunteers have played a vital role this year, demonstrating great enthusiasm and dedication to our cause. We extend our heartfelt gratitude for their invaluable time and efforts in helping us reach as many service users as possible. As our charity continues to grow, we regularly assess the role of our volunteers to ensure that our activities align with our overall purpose. It is essential to us that our volunteers have a meaningful experience in their roles.

Looking ahead, we hold a deep commitment to minimising cancer risks and encouraging the public to remain educated about, and vigilant of, potential signs and symptoms. Consequently, we will be establishing a cancer awareness initiative within the scope of Sam's Diamonds' goals.

We will be researching the need for cancer support for men in our community as we are increasingly being approached for a service for men.

Financial Review

The statement of financial activities provides a summary of our income and expenditure from 31st March 2022 to 4th April 2023.

We would like to thank all of our fundraisers and donors for their support this year, with special thanks to:

- The Albert Hunt Trust
- Halton St Helens VCSE

- Rathbone Investment Management
- The National Lottery Reaching Communities Fund

Please see separate sheets for signed-off accounts as requested by The Charity Commission.

Financial Outlook

With our supporter base growing both publicly and commercially and greater corporate links being made through awareness activities, we feel comfortable about our ability to gain future funding.

Future Plans

In the upcoming financial year of 2023/24, the charity plans to allocate dedicated time for consolidation and review of its policies and practices. This process will ensure that we maintain and enhance the quality of our services. Additionally, we aim to explore the possibility of expanding our work to provide support for men, conducting thorough research to identify potential opportunities in this area.

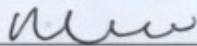
Our commitment remains focused on offering a high-quality service to our beneficiaries. To achieve this, we will provide closer and more personalised support, taking the time to assess individual needs and deliver appropriate assistance accordingly. By understanding the unique requirements of each service user, we can better address their circumstances and enhance their overall experience with our charity.

As an employer, Sam's Diamonds has developed policies and procedures which are robust and fit for purpose; ensuring government compliance and assuring that the charity's governance is strengthened and continues to be successful.

We are carefully developing our staff team to meet the needs of the charity as it slowly grows and develops. We look forward to seeing their achievements over the next year.

Signed

Name: RACHEL IRWIN

Signature: 

Position: Treasurer / Trustee

Date: 29/1/24

Name: LYRE LAUCH FARMER

Signature: 

Position: TRUSTEE

Date: 30/01/2024

Sam's Diamonds

Unaudited Accounts for year ended

31 March 2023

Accounts for the year ended 31 March 2023

Charity name: Sam's Diamonds

Registered charity number: 1164671

Charity's principal address: St Maries
Lugdale Road
Widnes
WA8 6DB

Names of the charity trustees who manage the charity:

Name

L M Finnigan

R L Irwin

A R Lewis

Sam's Diamonds

Accounts for the year ended 31 March 2023

Receipts and Payments Account

	Unrestricted funds £	Restricted funds £	Total 2023 £	Prior year 2022 £
INCOME				
Donations and fundraising	23,719	-	23,719	41,855
Grant - Albert Hunt	5,000	-	5,000	-
Grant - Halton & St Helens VCSE	-	9,250	9,250	-
Grant - Rathbone	-	3,000	3,000	-
Grant - National Lottery Community Funds - RC Northwest Region	-	78,866	78,866	51,021
Total receipts	28,719	91,116	119,835	92,876
EXPENDITURE				
Cost of fundraising events	12,832	974	13,806	17,346
Rent	9,663	-	9,663	7,350
Insurance	929	-	929	943
Training and staff welfare	55	-	55	296
Uniforms and other garments	720	-	720	928
Payroll fees	718	-	718	356
Accountancy fees	576	-	576	-
Bank and card fees	720	-	720	648
Advertising	200	-	200	25
Printing, postage and office expenses	250	-	250	105
Wages and salaries (including pension)	6,370	61,179	67,549	68,893
Total expenditure	33,033	62,153	95,186	96,890
Net receipts / (payments)	(4,314)	28,963	24,649	(4,014)
Cash funds brought forward	11,457	31,558	43,015	47,029
Cash funds carried forward	7,143	60,521	67,664	43,015

Sam's Diamonds

Accounts for the year ended 31 March 2023

Statement of Assets and Liabilities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Prior year 2022 £
Cash funds				
Cash at bank	6,050	60,521	66,571	42,218
Petty cash	354	-	354	58
Paypal account	739	-	739	739
Total cash funds	7,143	60,521	67,664	43,015

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

.....
RACHEL IRWIN

.....
NW

Date: 29/1/24

Sam's Diamonds

Independent Examiner's Report to the trustees of the charity

Report of the Independent Examiner to the trustees on the accounts of the Charity for the year ended 31 March 2023

I report on the financial statements of the Charity for the period ended 31 March 2023 which are set out on pages 4 to 5.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

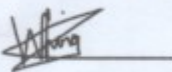
In connection with my examination, no matter has come to my attention:

1 which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Wayne King FCA
Chartered Accountant

The Examiner's relevant professional qualification or body: ICAEW

35 Ashby Close
Wellingborough
Northants
NN8 5FH

The date upon which my opinion is expressed is :-
24 November 2023