

Charity registration number: 1111304

# Alopecia UK

Annual Report and Financial Statements  
for the Year Ended 5 April 2017

Gibbons  
Chartered Accountants  
Carleton House  
136 Gray Street  
Workington  
Cumbria  
CA14 2LU

# Alopecia UK

## Contents

Reference and Administrative Details .....	1 to 2
Trustees' Report .....	3 to 13
Independent examiner's report .....	14 to 15
Statement of financial activities .....	16
Balance Sheet .....	17
Notes to the financial statements .....	18 to 25

**Alopecia UK**  
**Reference and Administrative Details**

<b>Charity name</b>	Alopecia UK	
<b>Charity registration number</b>	1111304	
<b>Principal office</b>	69 Baildon Bridge Otley Road Baildon Shipley West Yorkshire BD17 7EP	
<b>Registered office</b>	69 Baildon Bridge Otley Road Baildon Shipley West Yorkshire BD17 7EP	
<b>Trustees</b>	Mr Simon Ray, Chair Ms Jeanette Oliver, Treasurer Mrs Anna Preedy Mr Allan Siderfin (Resigned 1 December 2016) Mrs Jaqueline Tomlinson (Resigned 25 May 2016) Mr Carlo Napolitano (Appointed 1 July 2016) (Resigned 6 February 2017) Mr Harry Brunt (Appointed 1 December 2016) Mrs Audrey Ball (Appointed 1 December 2016)	
<b>Bankers</b>	Virgin Money Jubilee House Gosforth Newcastle Upon Tyne NE3 4PL  Santander UK Plc Bootle Merseyside L30 4GB  CAF Bank Limited Kings Hill Kent ME19 4TA	

**Alopecia UK**  
**Reference and Administrative Details**

**Independent Examiner**

Gibbons  
Carleton House  
136 Gray Street  
Workington  
Cumbria  
CA14 2LU

## **Alopecia UK**

### **Trustees' Report**

#### **Chair of Trustees' Statement**

The year ending 6th April 2017 has seen considerable change and development of the charity as our ambitious plans start to come to fruition.

From a financial perspective, I am reassured that we continued to maintain our position by virtue of sustained revenue of £154,347 (versus £153,638 for the previous accounting year). The charity's reserves continue to be maintained despite increased spending, including setting up our first permanent office to provide longer term stability to the charity. Whilst we are always cognisant of keeping costs under control, it is clear that in order to expand the amazing work we have done to date we do need to invest in the infrastructure of the charity.

Once again, I am proud that we have been able to set out, within this report, a wide range of achievements and activities to further our core aims of Support, Awareness, Research and Fundraising. It has not gone unnoticed by the Trustees that often these core aims act in unison, with Awareness leading to larger Support events, that in turn generate greater Fundraising and allow us to dedicate more resource to Research. There is, as ever, still more to do.

It is customary to thank my fellow Trustees for their support and dedication, along with the industrious efforts of Jen Chambers and Amy Johnson (our very loyal employees). I would also like to pass on our thanks to Carlo Napolitano for his brief tenure as Trustee before returning to Australia. Carlo's contribution was nevertheless significant and we wish him all the best with his new family 'Down Under' and we are delighted to see him join the committee of the Australia Alopecia Areata Foundation. In addition, I think it is appropriate to give a special mention to our army of enthusiastic volunteers. They are truly inspirational and help so many people in so many ways. There are literally too many to mention them all by name but they know who they are and, on behalf of the Trustee board, can I show our true appreciation for all the hard work you put in. Thank you!

The Trustee board continues to look to the future and how we can continue to expand the work we are doing for the Alopecia community in the UK. As part of this process, we are looking forward to working with our colleagues, and friends, at AAR-UK and using their expertise to expand our existing involvement into research. This merger will further strengthen the charity and enable us to continue our progress towards achieving our aims.

**Simon Ray, Chair of Trustees**

# **Alopecia UK**

## **Trustees' Report**

### **Trustees' Report**

The Trustees of Alopecia UK present their report and the financial statements for the year ended 5 April 2017. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005 in preparing the annual report and financial statements of the charity.

Reference and administrative information about Alopecia UK (Charity registration number, names of Trustees, *etc.*) is set out in the preface to this report.

The Trustees have complied with the duty in Section 7 of the Charities Act 2011, giving due regard to public benefit guidance published by the Commission.

### **About Us**

Alopecia UK was started in 2004. Official charitable status was granted in September 2005.

The charity has grown significantly and we continue to progress our aims of support, awareness, research and fundraising with the overall mission statement of working 'to improve the lives of those affected by alopecia'.

### **Our aims**

- Support - We will provide impartial information, advice and support to help people feel less isolated
- Awareness - We will raise awareness to the general public and healthcare professionals about alopecia and its psychological impact
- Research - We will support medical and psychological researchers who aim to find effective treatments
- Fundraising - We will create a sustainable funding stream to enable continued growth of Alopecia UK

### **Our values**

- To be open, honest and act with integrity
- To work productively in partnership with others
- To be passionate and motivated to make a change
- To appreciate the skills, expertise and commitment of our Trustees and volunteers, many of whom have personal experience of alopecia.

### **Charity structure, governance and management**

#### **Support Services**

We require a diverse range of services and support including: administration, event management, finance and accounts, insurance, governance, reporting, IT support, funding support and communications. These areas are vital for the charity to run effectively. All services are currently delivered by the Events & Support Manager and Communications & Fundraising Manager, with additional freelance support for events and finance. The charity has invested in a central membership database which has enabled us to communicate more effectively with our supporters. It has also provided a more direct method of donating directly to the charity which has increased donations. The charity began rental of its first office space in Shipley, West Yorkshire, during the 2016-17 financial year.

## **Alopecia UK**

### **Trustees' Report**

#### **Trustees**

S Ray (Chair), J Oliver (Treasurer), A Preedy, C Napolitano (appointed July 2016, resigned February 2017),

A Ball (appointed December 2016), H Brunt (appointed December 2016), J Tomlinson (resigned May 2016),

A Siderfin (resigned November 2016).

#### **Core Volunteers**

R Newman, L Rogers, A Baldwin.

#### **Support Group Volunteers**

S Smith, S Hampton, M Jenks, M Smith, G Thomas, L Murray, C Grime, V Allen, A Craig, P Muir, V Jordan, D Brookes, J Williams, E McGowan, C Franklyn, S Hunt, V Haile, R Wharton, A Harmsworth, L Johnson, M Lisle, S Barnard, H Toone, N Moore, C Tether, J Morris, E Cottrell, L Weir.

#### **Children Support Group Volunteers**

P Hyland, E Hyland, S Price, B Price, K Hayden, F Krasner, C Kinnin, M Sweeney, T Spencer, L Wright, K Winter, M Grayson, J Amery, R Mayo, S Shalini, K Michael, O Bankole.

#### **Event Volunteers**

C Barratt, L Rogers, A Harmsworth, R Hackett, R Elias, K Winter, H Goozee, T Spencer, M Grayson, J Amery, C Napolitano, L Napolitano, P Cliffin, A Ray, V Jordan, R Newman, K Slack, S Slack, J Fulcher, M Moffatt, J Oliver, A Ray, K Harrison.

#### **Advisory Panel Members**

Professor A Messenger, Dr P Farrant, Dr D Fenton.

#### **Staff**

Alopecia UK employed two staff on a full-time contract during this period: J Chambers as Events and Support Manager and A Johnson as Fundraising and Communications Manager. J Saily also worked part-time in the role of Charity Administrator from November 2016 to February 2017.

J Oliver and W Cliffin worked on freelance contracts during the year, J Oliver on Finance Administration (on-going), W Cliffin on Events (fixed-term until September 2016).

**Declaration:** The charity paid our Trustee Treasurer, J Oliver, on a freelance basis for up to 5 hours per week to cover Finance Administration. This is because the task was becoming too difficult to manage on a voluntary basis in spare time and needed a dedicated weekly resource.

During the accounting period all Trustees had input into the direction and decisions of the charity with many of them involved in the delivery. The Trustee board and the Charity Manager held face to face meetings in May and November 2016, and teleconferences in August 2016 and February 2017. A budget meeting was also held in January 2017. In between meetings, individuals communicated mainly via email and teleconference.

# **Alopecia UK**

## **Trustees' Report**

### **Trustees**

Trustees sign up for a three-year term. We try to ensure our Trustees have a varied background, each bringing a different skill to the board. All Trustees are DBS checked. Before appointing a new trustee, the board obtains a declaration from them that they are not disqualified, searched the register of removed trustees, and checks the insolvency register. Once appointed, Trustees receive a Code of Conduct document and are given information on their roles and responsibilities.

### **Achievements and highlights**

#### ***Support***

With regard to public benefit and achievement, Alopecia UK undertook the following in relation to our aim of 'Support':

#### Website

Our website contains a huge amount of information and advice for those with alopecia.

From 6 April 2016 to 5 April 2017 there were:

- 360,719 sessions (23% were returning visitors and 77% were new visitors)
- During the period we received 819,314 page views
- The number of individual users of the website over the period is 280,204. Of this number 277,424 are new users and 2780 are regular users.

#### Website Discussion Forum

Our moderated online forum provides a space for peer support with many people sharing their experiences of alopecia and asking for advice on anything from wigs to treatments to reactions from family members. The current number of forum users is 6,483.

#### Social Media

We have an active Facebook page which raises awareness of alopecia amongst the general public. Our Facebook group has continued to increase in popularity with a current membership of 3,950 members, an increase of approximately 62% on this time last year. We have increased the number of moderators supporting the Facebook group, recognising how valuable peer support can be. The Facebook group receives multiple posts per day and is one of the many support options available to people. We continue to put out content from our Twitter and Instagram accounts.

#### Newsletter

We continue to produce a regular email newsletter to our membership every month. Our membership list has grown from 2727 at the beginning of the accounting period to 3528 in April 2017. Our newsletter provides information on our latest charitable activities and features stories about fundraisers and ways that people can get involved with the charity.



## **Alopecia UK**

### **Trustees' Report**

#### Support Groups

A network of 24 adult support groups across the UK facilitate regular meetings for those affected by alopecia. At these meetings people are able to meet others with hair loss and share experiences, knowledge, advice and information, increasing feelings of support and reducing feelings of isolation. The groups are run by volunteers.

Due to the development of resources in the previous financial year, Support Groups Leads have continued to receive a starter pack providing guidance on setting up their groups, as well as resources to advertise. Group attendees now also receive a pack at their first meeting which includes a support booklet packed full of information about alopecia. Some groups also receive help with room hire costs.

We also introduced evaluation and monitoring forms this year and as such will have data of 'reach' for 2017. On average however the support groups generally meet every two-three months with an average attendance at each meeting of 6-15 attendees, including a mix of regular attendees and newcomers.

The development of the support group network is on-going and we plan to introduce further support and training for all Support Group Leads. This will add more structure to the network and lead to the development of additional groups so that more people with alopecia can access support.

#### Events

We held the following events during 2016-2017:

Alton Towers, April 2016 – our Alton Towers trip has become an annual event and this was our third time facilitating it. 183 men, women and children attended, including people with alopecia and their family and/or friends. Alopecia UK blue t-shirts were worn helping to meet the trip's aim of awareness as well as support.

AUK Big Weekend, September 2016, Glasgow – Approximately 200 people gathered to create our 2016 Big Weekend. The weekend was made up of four events – a Friday night social, a Saturday Conference, Saturday night dinner & ceilidh and Sunday Awareness event at Loch Lomond. Our Saturday conference was a mix of talks, workshops, demonstrations and exhibitors providing attendees with a wealth of information, advice and support.

#### Individual Support

Individual support is provided to those who contact the charity via email, telephone and social media private message; queries range from questions about wig provision, lack of understanding from GPs or family members, how to help children with alopecia and questions about treatments and prognosis.

#### Suppliers Directory

The Suppliers Directory provides an online search facility and offers discounts on products, thus enabling us to provide information and support to those affected with alopecia.

#### ***Support for Children & Young People***

##### Birmingham Children's Support Group

The Birmingham Children's Support Group is our longest standing, and historically only, children's support group. This year we have added five more children alopecia support groups to our network.

## **Alopecia UK**

### **Trustees' Report**

#### NEW for 2016-17 Children's Support Groups

The following new children's support groups had their first meetings in the 2016-17 financial year:

Liverpool Children's Support Group

London Children's Support Group

Newcastle Children's Support Group

Portsmouth Children's Support Group

Yorkshire Children's Support Group

We are delighted to see our children's support group network expand beyond the original Birmingham group, which we hope will continue for many more years too. Alopecia UK provides resources and room hire costs to the children's groups.

#### National Events

Our Alton Towers event welcomed children and provided them with a supportive, inclusive, and accepting environment. Similarly, the Sunday Activity of the Big Weekend event was attended by children and their families.

#### Online Children's Resources

HeadzUp was our website designed to support children and young people. It had sections specifically for kids and teens as well as parents and school teachers. During the last financial year, the difficult decision was taken to take the content offline due to technical issues beyond our control and a desire for renewed content. In March 2017, new online guides were introduced for children and parents including; a Factsheet for 6 and unders, a Guide for 7-11 year olds, a Guide for 12-16 year olds and a Parent's Guide. Alopecia UK intends to develop these guides over time and introduce a Schools Pack too.

#### Ben's First Day Story Booklet

Alopecia UK published its first story booklet, Ben's First Day, in February 2017. The short rhyming story was jointly written by Alopecia UK's Communications & Fundraising Manager and Alopecia UK volunteer Kate Harrison. Illustrations were provided by one of Alopecia UK's Big Weekend attendees, Mandy Eaton-Maclean. Graphic design volunteer Rob Newman pulled the booklet together. Alopecia UK paid for the initial print run with some copies sold via its eBay store but many copies being distributed to children for free, via a competition to celebrate World Book Day and through support groups and our Alton Towers event. There are plans to develop the range of story booklets such has been the popularity of this first booklet.

# **Alopecia UK**

## **Trustees' Report**

### **Awareness**

With regard to public benefit and achievement, Alopecia UK undertook the following in relation to our aim of 'Awareness':

#### Promoting Awareness to Medical Professionals

We promote the understanding of the patient experience of alopecia to medical professionals. This increases understanding and empathy within the medical profession as well as promoting the need for research and motivating those in the field of research to choose alopecia as their topic of interest. These events also provide a valuable opportunity for networking and building relationships with those interested in hair loss research.

We facilitated Alopecia UK awareness stands at:

- British Association of Dermatologists annual conference
- British Dermatological Nurses Group annual conference
- Royal College of General Practitioners annual conference

We are members of the following groups and regularly attend meetings:

- British Association Dermatologists Patient Support Groups
- Dermatology Council England
- The European Hair Research Society
- All Party Parliamentary Group on Skin Disease

#### Promoting Awareness to the General Public

#### Media

We have continued to support coverage of alopecia in the press by finding case studies for journalists and provided charity quotes when requested. In 2016-17, this included mentions of alopecia and the charity in both national and local media.

#### Social Media

We facilitate active and engaging social media platforms, Facebook, Instagram and Twitter, with regular content going out to provide support and awareness. Our social media following across all platforms has increased in 2016-17.

#### Ambassadors

We work with our ambassadors to help raise the profile of both the charity and alopecia.

Alopecia UK's ambassador team in 2016-17 includes six passionate individuals committed to raising the profile of alopecia and the charity; Joanna Rowsell Shand MBE, Heather Fisher, Sue Hampton, John Altman, Tom Spencer and Joelle.

#### eBay

We have continued with our eBay store selling a range of charity merchandise. Any new additions to our eBay range meet aims of awareness and support. Alopecia UK launched its first Christmas card in 2016, raising over £600 for Alopecia UK.

## **Alopecia UK**

### **Trustees' Report**

#### Total Warrior

On International Alopecia Day, in August 2016, we put together a team for the 'Total Warrior' obstacle event in Cumbria. The team raised lots of awareness amongst the crowds at the event on the day and also in media coverage after the event. In addition to raising lots of awareness, our team of 'Apatchy Warriors' also raised £4,600 for the charity.

#### **Research**

With regard to public benefit and achievement, Alopecia UK undertook the following in relation to our aim of 'Research':

Following on from our Hair Loss Priority Setting Partnership, this year we focussed on finding out the best ways that we could support research with our limited financial resource. We did this by:

- Chatting with researchers at the Bradford Skin Sciences Centre to discover best ways of getting the best outcomes for the money we invest in research

Taking part in the UK Dermatology Clinical Trials Network (UKDCTN) application process when they put out a themed call for hair and nails research applications. Jen Chambers and Trustee, Harry Brunt, attended their final meeting and observed their process for picking their winning bid for a £10,000 grant. With encouragement from the UKDCTN, Alopecia UK decided to fund a further one of the final bids during this financial period, with a second, smaller one, to follow in the next accounting year.

- Taking part in the UKDCTN process inspired us to begin thinking about making the themed call for hair research an annual event that the Charity could set up with various research 'pots' available. Jen Chambers presented this idea to an audience of researchers and clinicians at a meeting organised by the British Hair & Nail Society, with a view to gather their thoughts and ideas on the proposal in order that we better develop it.

The funding pots idea was then put on hold after our Big Weekend 2016 as we invited another alopecia charity, Autoimmune Alopecia Research UK (AAR-UK) along to our event.

- As a result of this, the idea of a merger between the two charities, Alopecia UK and AAR-UK, was seeded. This has since developed and talks are currently ongoing. We aim to continue to develop the funding 'pots' scheme once the two charities have merged.

We have also continued to support any researchers who get in touch looking for help with recruitment of participants for research studies.

#### **Future developments**

The charity has fulfilled its aim to take on employment status and then, this year, set up its very first office. We are hopeful of a successful merger with AAR-UK. After this we would then continue to look at our staffing infrastructure and how best to develop it in line with the needs of the Charity. We hope to continue to increase the staff team to enable the Charity's growth, development and provision of more support, awareness and research for those affected by alopecia. We will therefore develop additional funding streams to ensure a sustainable income.

In the coming year we will continue to hold awareness and support events, such as Alton Towers and the Big Weekend, and raise awareness through our presence at medical conferences, including the annual meetings of the British Association of Dermatologists, British Dermatology Nursing Group and Royal College of General Practitioners. We will continue to invest funds in the development of our Support Group Network further, for both adults and children. We look forward to funding research into alopecia, and a successful merger with AAR-UK.

## **Alopecia UK**

### **Trustees' Report**

#### **Financial review**

Our expenditure increased during the year but remained in line with the charity's strict budgetary controls. This is a direct response of our investment into paid resources and with better planning and improvement with the organisation aspects of the charity. This has led to a greater awareness with the general public and ensures continued income from fundraising and donations.

#### ***Raising the funds***

Fundraising: We received a significant increase in fundraising income during 2016-17.

Donations: We are grateful to our regular givers who continue to provide a consistent source of income via various routes, such as regular Standing Orders, Payroll Giving, and Give as you Earn.

Suppliers: Suppliers continue to provide a consistent source of income through our Suppliers Directory.

E-bay and Merchandise: Sales of charity merchandise continued to be successful during 2016-17.

Events: The two major events organised by the charity – Alton Towers and the 'Big Weekend' – proved not only successful at providing awareness and support, but led to many attendees being inspired to successfully fundraise for us. They also brought in their own revenue through ticket sales which, while we subsidised the actual ticket cost, helped to cover some of the costs of these events.

Sponsorship: This year we continued developing opportunities for companies to engage with us and offered Sponsorship and Exhibitor Opportunities for our Big Weekend event, as well as Sponsorship packages for companies to support our Total Warrior team.

Grants: We were very grateful to be awarded a funding bid application from the British Association of Dermatologists for the design and print of a brochure for our Big Weekend event.

#### ***Use of funding***

Charitable activities: Funds spent on charitable activities during 2016-17 included (but were not limited to) supporting the awareness and support day at Alton Towers, the 'Big Weekend' in Glasgow, support groups costs, conference attendance costs, and the completion of the Priority Setting Partnership.

Generating voluntary income: The charity invested in a range of merchandise to sell via e-bay and at conferences and events in order to raise awareness and promote the charity. We also paid for places for runners in the London 10K and Great North Run where participants fundraised for the charity.

Support costs: The support costs for the charity continue to grow as we invest more in a staff team. This has enabled the charity to have better resource in place in order to deliver our charitable activities, work towards sustainability and continue to develop the charity in line with its aims.

Governance: Our governance costs are minimal and we strive to ensure that these are maintained.

The charity continues to work towards sustainability, improve organisationally and continue to develop in line with its aims.

## **Alopecia UK**

### **Trustees' Report**

#### ***Reserve Policy***

The trustees of Alopecia UK have agreed that a reserves policy is necessary to ensure the future of the charity. The reasons why the charity needs reserves are listed below:

- Should fundraising dry up, reserves are needed to cover the day to day running of the charity, i.e. basic staffing costs, office consumables, IT and webhosting for example.
- There is the risk of unexpected pulls on the charity funds, for example problems with the website.
- To cover or part cover future projects.

As a result, the Trustees have implemented a prudent accounting method to establish an annualised budget, on a rolling basis, to quantify the costs of meeting the charities needs for the forthcoming 12 months. It is the Trustees intention to maintain an amount equal to at least 1 year's costs as a reserve and review this on a quarterly basis.

#### **Thank you to all our donors...**

##### ***Fundraisers and donors***

A huge thank you to the many individuals and groups who fundraised or donated to us in this accounting period.

##### ***Thank you for the Pro Bono Support from***

- Rob Newman of Toasted Designs for providing graphic design support
- European Wealth for use of meeting room
- TPP Recruitment Ltd for use of meeting room
- Mandy Eaton-Maclean for her illustrations for the Ben's First Day story booklet and Alopecia UK Christmas Card.

##### ***Volunteers***

Thank you to all of our volunteers for their hard work and commitment. Thank you also to those who volunteered their time to various charity projects. There are too many to list but we wish to make special reference to those who supported our Big Weekend event by delivering talks, demonstrations and workshops.

##### ***Support Group Leads***

Thank you to all of our support group leads for volunteering their time to facilitate support group meetings allowing people to meet others with hair loss and share experiences, knowledge, advice and information. The work you do with your groups is invaluable to many with alopecia all across the UK.

##### ***Ambassadors***

Thanks to Sue Hampton, Joelle, Joanna Rowsell Shand MBE, Heather Fisher, Tom Spencer and John Altman for their ongoing support of Alopecia UK.

##### ***Corporate Supporters***

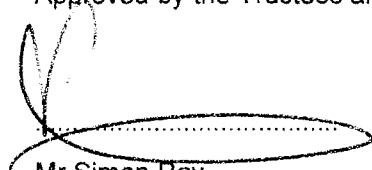
Thank you to all the companies who have supported the Charity with a financial donation, this includes Big Weekend Sponsors and Exhibitors, Suppliers Directory Members, and Total Warrior Sponsors.

## **Alopecia UK Trustees' Report**

### **Grants**

Thanks to the British Association of Dermatologists for funding the design and print of our Big Weekend event brochure.

Approved by the Trustees and signed on their behalf by:

A handwritten signature in black ink, appearing to be 'Simon Ray', written over a horizontal dotted line.

Mr Simon Ray  
Trustee

Date: 6/12/17

## **Independent Examiner's Report to the Trustees of Alopecia UK**

I report on the accounts of the Trust for the year ended 5 April 2017, which are set out on pages 16 to 25.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the Charities Act 2011. The charity trustees consider that the audit requirements of Regulation 10(1) (a) to (c) of the Charities Accounts (Scotland) Regulations 2006 and section 144 of the Charities Act 2011 do not apply. The charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- examine the accounts under section 44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and section 145 of the Charities Act 2011;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5) of the Charities Act 2011; and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (the 2006 Accounts Regulations) and 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 seeks explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **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 44(1) (a) of the 2005 Act, Regulation 4 of the 2006 Accounts Regulations and section 130 of the Charities Act 2011; and
  - to prepare accounts which accord with the accounting records and comply with the Regulation 8 of the 2006 Accounts Regulations and the requirements of the Charities Act 2011have 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.



**Independent Examiner's Report to the Trustees of  
Alopecia UK**

..... continued



Gary Carty BA FCA DChA  
Gibbons  
Chartered Accountants

Carleton House  
136 Gray Street  
Workington  
Cumbria  
CA14 2LU  
3 January 2018

# Alopecia UK

## Statement of Financial Activities for the Year Ended 5 April 2017

		Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	Note	£	£	£	£
<b>Income</b>					
Income from generated funds					
Voluntary income	2	18,430	1,353	19,783	48,754
Activities for generating funds	4	109,243	-	109,243	85,747
Investment income	5	891	-	891	861
Income from charitable activities	6	25,190	-	25,190	18,176
Other income	7	-	-	-	100
Total income		<u>153,754</u>	<u>1,353</u>	<u>155,107</u>	<u>153,638</u>
<b>Expenditure</b>					
Costs of raising funds					
Fundraising trading: cost of goods sold and other costs	8	2,077	-	2,077	6,209
Charitable activities	8	144,990	3,172	148,162	110,079
Total expenditure		<u>147,067</u>	<u>3,172</u>	<u>150,239</u>	<u>116,288</u>
Net income before transfers		6,687	(1,819)	4,868	37,350
<b>Transfers</b>					
Gross transfers between funds		-	-	-	-
Net movements in funds		6,687	(1,819)	4,868	37,350
<b>Reconciliation of funds</b>					
Total funds brought forward		162,855	2,040	164,895	127,545
Total funds carried forward		<u>169,542</u>	<u>221</u>	<u>169,763</u>	<u>164,895</u>

All incoming resources and resources expended derive from continuing activities.


The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 18 to 25 form an integral part of these financial statements.

**Alopecia UK**  
**Balance Sheet as at 5 April 2017**

		2017		2016	
	Note	£	£	£	£
<b>Current assets</b>					
Debtors	11	303		5,463	
Cash at bank and in hand		<u>172,494</u>		<u>160,272</u>	
			172,797		165,735
<b>Creditors: Amounts falling due within one year</b>	12		<u>(3,034)</u>		<u>(840)</u>
<b>Net current assets</b>			<u>169,763</u>		<u>164,895</u>
<b>Net assets</b>			<u>169,763</u>		<u>164,895</u>
<b>The funds of the charity:</b>					
<b>Restricted funds</b>			221		2,039
<b>Unrestricted funds</b>					
Unrestricted income funds			<u>169,542</u>		<u>162,856</u>
<b>Total charity funds</b>			<u>169,763</u>		<u>164,895</u>

Approved by the Board on 6/12/17 and signed on its behalf by:



Ms Jeanette Oliver  
Trustee

The notes on pages 18 to 25 form an integral part of these financial statements.

## **Alopecia UK**

### **Notes to the Financial Statements for the Year Ended 5 April 2017**

#### **1 Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities effective 1 January 2015, the Financial Reporting Standard for Smaller Entities (FRSSE), the Charities and Trustee Investment (Scotland) Act 2005, Charities Accounts (Scotland) Regulations 2006 (as amended), applicable accounting standards and the Charities Act 2011.

##### **Fund accounting policy**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 14.

##### **Income**

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

Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

Income derived from events is recognised as earned (that is, as the related goods or services are provided).

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in this category provides funding to support programme activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

# Alopecia UK

## Notes to the Financial Statements for the Year Ended 5 April 2017

..... continued

### Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grants payable are payments made to third parties in the furtherance of the charitable objectives. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specific service or output.

Grants payable without performance conditions are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

## 2 Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
<b>Donations and legacies</b>				
Appeals and donations	15,247	1,353	16,600	37,067
Gift Aid tax reclaimed	3,183	-	3,183	5,492
	<u>18,430</u>	<u>1,353</u>	<u>19,783</u>	<u>42,559</u>
<b>Grants</b>				
Grants	-	-	-	6,195
	<u>18,430</u>	<u>1,353</u>	<u>19,783</u>	<u>48,754</u>

## 3 Grants receivable

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Grants	<u>734</u>	<u>-</u>	<u>734</u>	<u>6,195</u>

## Alopecia UK

### Notes to the Financial Statements for the Year Ended 5 April 2017

..... continued

#### 4 Activities for generating funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
<b>Fundraising</b>				
Fundraising	107,543	-	107,543	83,788
E-bay sales	1,700	-	1,700	1,750
Support groups	-	-	-	209
	<u>109,243</u>	<u>-</u>	<u>109,243</u>	<u>85,747</u>

#### 5 Investment income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Interest on cash deposits	<u>891</u>	<u>-</u>	<u>891</u>	<u>861</u>

#### 6 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
<b>Charitable activities</b>				
Appeals and donations	760	-	760	-
Grants	734	-	734	-
E-bay sales	580	-	580	-
Events	18,846	-	18,846	14,606
Suppliers directory	4,270	-	4,270	3,570
	<u>25,190</u>	<u>-</u>	<u>25,190</u>	<u>18,176</u>

## Alopecia UK

### Notes to the Financial Statements for the Year Ended 5 April 2017

..... continued

#### 7 Other income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
<b>Other income</b>				
Other income	-	-	-	100

# Alopecia UK

## Notes to the Financial Statements for the Year Ended 5 April 2017

### 8 Total expenditure

	Fundraising	Charitable activities	Total 2017	Total 2016
	£	£	£	£
Grants payable	-	18,000	18,000	-
Fundraising expenses	-	-	-	1,738
Events	2,077	31,800	33,877	21,064
Merchandise	-	4,151	4,151	1,032
Other fundraising costs	-	-	-	2,235
Wages and salaries	-	58,013	58,013	8,313
Rent and rates	-	2,880	2,880	-
Insurance	-	735	735	525
Website costs	-	2,730	2,730	3,824
Computer software and maintenance costs	-	4,862	4,862	4,315
Printing, postage and stationery	-	3,176	3,176	2,105
PSP costs	-	-	-	11,733
Support groups	-	3,170	3,170	8,940
Video project expenses	-	1,416	1,416	3,453
Sundry expenses	-	8,084	8,084	1,449
Cost of trustee meetings	-	179	179	259
Conference expenses	-	2,575	2,575	3,866
Promotional expenses	-	1,489	1,489	1,078
Accountancy fees	-	2,406	2,406	780
Consultancy fees	-	1,950	1,950	39,351
Legal and professional fees	-	39	39	6
Bank charges	-	507	507	222
	<u>2,077</u>	<u>148,162</u>	<u>150,239</u>	<u>116,288</u>



## Alopecia UK

### Notes to the Financial Statements for the Year Ended 5 April 2017

#### 9 Trustees' remuneration and expenses

During the year Ms Jeanette Oliver (Treasurer) received £1,950 (2015 - £2,400) for administration and bookkeeping services provided to Alopecia UK.

#### 10 Employees' remuneration

The aggregate payroll costs of these persons were as follows:

	2017 £	2016 £
Wages and salaries	<u>58,013</u>	<u>8,313</u>

No employee received emoluments of more than £60,000 during the year (2016 - No. 0).

#### 11 Debtors

	2017 £	2016 £
Other debtors	<u>303</u>	<u>5,463</u>

#### 12 Creditors: Amounts falling due within one year

	2017 £	2016 £
Taxation and social security	1,534	-
Accruals and deferred income	<u>1,500</u>	<u>840</u>
	<u>3,034</u>	<u>840</u>

## Alopecia UK

### Notes to the Financial Statements for the Year Ended 5 April 2017

..... continued

#### 13 Related parties

##### Controlling entity

The charity is controlled by the trustees.

#### 14 Analysis of funds

	At 6 April 2016	Income	Expenditure	At 5 April 2017
	£	£	£	£
<b>General Funds</b>				
Unrestricted income fund	162,855	153,754	(147,067)	169,542
<b>Restricted Funds</b>				
Children's support group	692	-	(471)	221
Social media video project	1,348	-	(1,348)	-
New Office Funding	-	1,353	(1,353)	-
	<u>2,040</u>	<u>1,353</u>	<u>(3,172)</u>	<u>221</u>
	<u>164,895</u>	<u>155,107</u>	<u>(150,239)</u>	<u>169,763</u>

##### Childrens Support Group

The purpose of this fund is to support a Childrens Support Group.

##### Social Media Video Project

The purpose of this fund is to establish a marketing strategy for Alopecia UK via social media to create awareness and provide support.

##### New Office Funding

This is to aid the set up of a new head office.

# Alopecia UK

## Notes to the Financial Statements for the Year Ended 5 April 2017

..... continued

### 15 Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Current assets	172,575	222	172,797	165,735
Creditors: Amounts falling due within one year	(3,034)	-	(3,034)	(840)
Net assets	<u>169,541</u>	<u>222</u>	<u>169,763</u>	<u>164,895</u>