



Trustees' Annual Report for the period

Period start date			Period end date		
From	01	April	2018	To	31
					March
					2019

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

71 Winchester Road

London

Postcode

N9 9EY

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	Dr Jeanne Magagna		Retired May 2018	Erin Thompson
3	Deepa Patel			Erin Thompson and All Trustees
4	Shereen Sally			Deepa Patel
5	Francine Bear			Deepa Patel
6	Ruth Barnett			Deepa Patel
7	Ori Becker			Deepa Patel
8	Rebecca Mahallati			Deepa Patel
9	Peter Osborne			Deepa Patel
10	Sarah Barrick		Appointed May 2018	Deepa Patel
11	Edward Levey		Appointed May 2018	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 3-4 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 meet throughout the year

within particular committees to monitor developments and quality of the charity's services, and to provide a source of peer supervision.

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.

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)

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 April 2018 at our annual Board Away Day we reviewed our vision, mission and current services. It was decided that we would update our approach to supporting people bereaved by cancer by aiming to make our services more scalable and sustainable. This would entail closing some of our services to make room for other ones, for example, running one central support group in London rather than three, and introducing new services to complement others.

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 monthly self-help bereavement support groups free of charge to individuals who are bereaved by cancer across London and Oxford. We ran a total of 31 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 monthly 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.

Retreat

We continued to run our annual bereavement retreat weekends, which provide a bereavement support program for people after their loss of a loved one to cancer. The weekends support 11-12 individuals and teach people practical techniques to encourage compassion towards themselves during a difficult time, as well as providing time for peer support and learning practical tips to help with day-to-day struggles such as troubled sleep and lack of motivation. We ran two weekend retreats; in April and November 2018.

Therapeutic Support Groups

We ran 2 therapy support groups across the year, both of which involved people attending a seven-session programme. The content was derived and edited from our previous therapy groups run in 2016, which were evaluated and evidenced long-term benefits for people, including reduced low mood, anxiety and PTSD-symptoms, as well as increased self-compassion. We are currently evaluating the benefits of the edited version of the therapy groups and are delighted to have been able to offer them again.

Therapeutic Workshops

We introduced a new service in the form of a therapeutic day workshop aimed at helping people to cope with grief related difficulties. We ran 2-day workshops across the year. The workshop design came from our evidence based therapeutic groups, and we are currently evaluating the benefits of the workshop. This was an excellent new addition to our services as it offered a lot of support in a short amount of time, and brought people together. We are exploring how to share the workshops nationally.

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 and Cruse.

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 2018, 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 therapy groups or 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.

Developmental Planning

We were delighted to hire a part-time member of staff to join us in January 2019 to focus specifically on our strategic development. The job was derived from discussions at our previous Away Day meeting regarding aiming to support people nationally rather than just locally.

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.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

SUPPORT EVENTS

Over the course of the year we provided 60 support events across London and Oxford. This includes all of our support groups, social events, workshops, therapy groups and retreats.

BOARD DEVELOPMENT AND RESTRUCTURE

We have added to our Board over the year, filling gaps in areas of expertise that we could benefit from, e.g. legal and HR representatives.

Following on from our Director's (Dr. Erin Thompson) Sir Winston Churchill Travel Fellowship carried out in the United States of America in February 2018, the remit of bereavement services and how well they were representing and responding to clinical need was reviewed. 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 the introduction of new therapeutic services, which helps us provide variety in order to better meet peoples' support needs.

PAID STAFF DEVELOPMENT

We continued to have two paid part-time roles: administrator and Director, and we took on a new member of part-time staff focused on 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 2018, 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 £18,000 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.

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 2019/20 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 monthly bereavement services across our locations but to review plans and design for that provision moving forward
- Continue to run our social events with the aim of tackling social isolation, but to review plans and design for that provision moving forward
- 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
- 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

Signature(s)	Deepa Patel	
Full name(s)	Deepa Patel	
Position (e.g. Secretary, Chair, etc)	Chair	
Date	23/01/2020	



THE LOSS FOUNDATION	1147362
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Receipts and payments accounts

For the period from	01-Apr-18	To	31-Mar-19
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £

A1 Receipts

Donations, legacies, grants	12,305	-	-	12,305	34,696
Fundraising and fundraising events	39,905	-	-	39,905	18,658
Fees for charitable services	4,656	-	-	4,656	7,180
Gift Aid	1,550	-	-	1,550	2,050
Interest on deposit accounts	-	-	-	-	-
Training	1,260	-	-	1,260	-
Other	103	-	-	103	70
	-	-	-	-	-
Sub total (Gross income for AR)	59,778	-	-	59,778	62,654

A2 Asset and investment sales, (see table).

	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-

Total receipts	59,778	-	-	59,778	62,654
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A3 Payments

Cost of fundraising events	7,215.39	-	-	7,215	8,095
Wages / salaries / NI / pension	32,834.35	-	-	32,834	26,318
Consultancy / professional fees	1,848.00	-	-	1,848	14,480
Bank interest / charges	481.28	-	-	481	706
Rent/Hire of rooms	3,645.00	-	-	3,645	3,744
Training / Conferences	3,427.14	-	-	3,427	1,657
Insurance	261.84	-	-	262	290
Telephone/internet/website/email	1,943.72	-	-	1,944	1,730
Printing/postage/stationary/computer supplies	1,125.66	-	-	1,126	1,305
Membership	2,928.63	-	-	2,929	1,484
Equipment	150.00	-	-	150	319
Cost of charitable activities	7,731.27	-	-	7,731	9,132
Volunteer expenses	263.52	-	-	264	543
Advertising	740.54	-	-	741	1,796
Merchandise	-	-	-	-	-
Travel	60.93	-	-	61	327

Miscellaneous	388.55	-	-	389	150
Sub total	65,046	-	-	65,046	72,077

A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-

Total payments	65,046	-	-	65,046	72,077
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Net of receipts/(payments)	- 5,268	-	-	- 5,268	- 9,423
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 5,268	-	-	- 5,268	- 9,423

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 £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds	22,414	-	-

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

[illegible]

		-	-
		-	-
		-	-

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

B5 Liabilities

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)	23/01/2020

Independent examiner's report to the trustees of 'The Loss Foundation'

I report on the accounts of the Trust for the year ended 31 March 2019.

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
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to 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 next statement.

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:
 - a) to keep accounting records in accordance with section 130 of the 2011 Act and
 - b) 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.



Name: Mr Ribhu Agrawal

Relevant professional qualification or body: ACCA Member

Address: Flat 20 Best House, Matthews Close, Wembley, HA9 8FE

Date: 14/01/2019