

Charity Registration No. 1118361

Company Registration No. 06111574 (England and Wales)

TEENS UNITE FIGHTING CANCER
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2016

TEENS UNITE FIGHTING CANCER

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	K. Millen O.B.E Y. Agha C. Lambert-Gorwyn G. Couch J. Reynolds D. Lewis V. Edwards
Chief Executive Officer	D. Pezzani
Charity number	1118361
Company number	06111574
Registered office	99 High Road Broxbourne Hertfordshire EN10 7BN
Independent examiner	HB Accountants Amwell House 19 Amwell Street Hertfordshire EN11 8TS

TEENS UNITE FIGHTING CANCER

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TEENS UNITE FIGHTING CANCER

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2016

The trustees present their report and accounts for the year ended 31 March 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Trust Deed, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The charity is a company limited by guarantee and was set up by a trust deed on 16 February 2007.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

K. Millen O.B.E	
S. Sampson	(Resigned 14 May 2015)
P. Gonzalez	(Resigned 12 May 2016)
Y. Agha	
C. Lambert-Gorwyn	(Appointed 6 August 2015)
C. Thacker	(Resigned 6 August 2015)
G. Couch	(Appointed 26 August 2015)
J. Reynolds	(Appointed 26 August 2015)
D. Lewis	(Appointed 7 March 2016)
V. Edwards	(Appointed 12 May 2016)

Trustees regularly review the membership of the Board to ensure that the necessary skills and perspectives needed for effective governance are in place, taking account of the need for political impartiality, gender balance and representation of the structure of the U.K. population.

All new trustees undergo a thorough induction programme that includes a briefing on their role and responsibilities, a comprehensive set of documents with detailed information about the charity as well as general guidance such as "The Essential Trustee" published by the Charity Commission.

Teens Unite is governed by a Board of Trustees that consists of no less than three and no more than seven elected Board Members, who are concurrently directors under company law.

The Board, who includes a Chair and a Company Secretary, all bring a wealth of experience to the governance of the charity.

The Board of Trustees meets four times a year to ensure that the charity has a clear vision, mission and strategic direction and is focused on achieving them. This involves monitoring and acting to ensure that performance and impact is achieved as well as being the guardians of the fundamental values and ethos.

The Board reviews and approves the strategic plans and annual plans of the charity, receives and examines reports on the charity's financial affairs, monitors service delivery and fundraising activities, and considers policies and procedures in areas such as risk management and legal and regulatory compliance.

The Staff Team has responsibility for the day-to-day management of the charity. This Team comprises the CEO and Founder supported by six full-time and two part-time staff members. This Team has responsibility for finances, service delivery, fundraising, communications and strategy.

Risk management is integrated throughout the planning processes at strategic and project level.

Trustees identify and assess major risks at each of their regular meetings, recommending and monitoring the implementation of appropriate actions to minimise those risks.

The risks that the charity considers would have the highest impact, occurring outside of the normal control activity, were as follows:

- (i) Cessation of a major income stream, for example a corporate supporter, or the cancellation of a major event;
- (ii) Turnover of staff resulting in the loss of valuable skills or lack of capacity to deliver on the charity's objectives;
- (iii) Information and communication technology compromised by an internal or external source restricting the charity from carrying out its activities;
- (iv) Misuse of the Teens Unite name or logo resulting in an adverse effect on the perception of the charity.

The risks were satisfactorily managed and there were no operational problems encountered during the year.

TEENS UNITE FIGHTING CANCER

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

Objectives and activities

The principal objects of the charity are to relieve pain and suffering and to improve the quality of life of young people aged 13 to 24 who are suffering from cancer or other life threatening illnesses, in particular by providing or helping to provide respite centres facilities amenities or support (financial or otherwise) for such young people or their carers or families as the trustees shall in their discretion think fit.

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'. That guidance addresses the need for all charities' aims to be, demonstrably, for the public benefit.

The continued support of our volunteers really help increase our operational capacity by assisting with: event organisation, fundraising, support for teens on activities, running workshops and raising awareness through their networks and the media. Our volunteers have provided vital support to help us deliver our services again this year. Our volunteers have donated over 4,000 hours of their time this year.

Achievements and performance

Teens Unite Fighting Cancer ('Teens Unite') is the only UK charity to provide long-term support to 13-24 year olds fighting cancer from across the UK.

Teens Unite is a support network for a young person outside of home and hospital environments where they can rebuild their confidence and self-esteem learn new skills and interact with others their age in a similar situation to themselves to prevent feelings of isolation.

As the only UK charity to provide ongoing support to 13-24 year olds fighting cancer, from diagnosis through to remission and beyond, Teens Unite has experienced a surge in the demand for the services provided, particularly in the last 18 months.

We are proud to say that we have now supported over 912 teenagers and young adults from across the UK, with over 200 of these registering with Teens Unite in the last 12 months alone. When Teens Unite was founded in 2007 just eight young people were supported by the charity, so eight years on we are celebrating our success.

Our services are so in demand that we are holding at least one motivational and confidence building workshop or day out every week, meaning that we are seeing at least 40 of the young people supported by Teens Unite every month, excluding those we see on our regular visits to teenage cancer wards. We pride ourselves on the fact that our workshops are completely unique, with no other charity or organisation offering a similar service and from our experience we know that the type of support we offer works well with our demographic and that this is the age range which is severely lacking support. Over the past nine years we have gained a true understanding of the needs, interests and requirements of the young people we support and our workshops now range from art and beauty days to sessions with motivational speakers and an annual Apprentice Challenge, where the young people can spend invaluable time with successful mentors to develop their business skills, encouraging them to work towards a future beyond illness.

Aside from supporting young people fighting the effects of cancer, in the last 12 months we have developed a parent forum and we have started working closely alongside siblings and have introduced a Memory Day to support the families of some of the young people we have supported who have lost their battle with cancer.

Our growth goes beyond the number of young people benefitting from the work of Teens Unite and the ways in which we support them. Our following of supporters is stronger than ever before and this can be reflected in our calendar of fundraising events and challenges, which is busier than it ever has been. We are renowned for our annual It's A Knockout event, which took place for the fourth consecutive year and proved to be another successful event for Teens Unite with a record number of teams being sold. We have also continued the success of our now established annual gala-dinner held in London, which last year raised almost £100,000.

Reacting to this growth, the team of staff has increased in size in the last 12 months and we have developed our volunteer base, which is now formed of 140 loyal supporters dedicating their time to enable us to increase our fundraising in the local area.

TEENS UNITE FIGHTING CANCER

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

Our volunteers provide vital support to help us deliver our services again this year. Our volunteers have donated over 4,000 hours of their time this year.

“They really do offer something wonderful and unique among UK charities, and deserve all the help and support they get. The number of teens involved is increasing all the time against the backdrop where there remain teens across the country that lack support, and helping in the office I get to see how hard and effectively the team-members work. Help from additional people would be massively welcome, I imagine, and seems essential for the wellbeing of these young people, keeping them active and supported through rough periods in their lives.”

We have also built successful relationships with other charities, predominantly Clic Sargent, who we are working alongside to organise our upcoming Memory Day and Siblings Day.

Whilst the charity is progressing rapidly, we appreciate that there are many areas that can be further developed to maximise opportunities, however, we are conscious that we need to grow at a manageable rate, ensuring that we don't 'run before we can walk'. Our approach is to develop at a steady rate and provide a higher quality service rather than spread ourselves too thinly.

To meet this increasing demand we understand that our team of staff will need to continue to grow in order to expand our fundraising and events calendar, build stronger relationships with existing Teens Unite beneficiaries and reach out to more young people in need of our support.

To continue to build our supporter base going forward we need to ensure that our marketing is strong with a 12 month plan in place. Likewise, our presence on social media could be more prominent and the quality of content improved. Members of staff have now been appointed to focus on these areas.

Below are just a few quotes from some of the people we have helped throughout the year.

“Teens Unite is an amazing charity that never fails to put a smile on my face”

“Meeting other young people with cancer is so important for a lot of people, especially for myself who was treated on an adult's ward. Teens Unite enabled me to create friendships by meeting and talking to other young people with cancer but also having fun at the same time.”

“One of the most important aspects of my recovery has been meeting other young people who know what I've been going through. I'm really grateful for the lasting friendships I have developed through Teens Unite and they've kept me strong when things get tough.”

“We joked about treatment and its side effects and that was when something weirdly wonderful occurred to me. These teens were able to understand me in ways that nobody else could. I finally realised that I could climb out of this massive hole that I had been digging, because I wasn't alone anymore.”

“Thank you thank you thank you to Teens Unite for what could possibly have been the most chilled, relaxed, motivational, humbled, and much needed weekend of my life. I still struggle to thank you guys enough for what you do for me and all my Teens Unite buddies but I really hope you understand how grateful I am and how much you mean to me. It is an absolute honour to have you in my life. Missing everyone incredibly already. Until next time.”

“I have been privileged to witness many teens grow in confidence and strength over the time they have been involved with the charity. When so many of them attribute this improved self-esteem to their involvement with Teens Unite, we know that as a charity we need to welcome as many teens into the Teens Unite family as we possibly can”.

Financial review

Grants and donations income has fallen by £45,470, but fundraising income has increased by £96,636 so total income is up by £51,156 from £657,628 to £708,784. Expenses have risen by £116,222 from £500,616 to £616,838. This increase is mainly due to staff costs increasing by £57,940 and fundraising expenses increasing by £47,348, the latter being to generate the significant increase in fundraising income. As a result there was a surplus for the year of £91,946 which means that funds are now £591,611 of which £549,885 is cash at bank and in hand.

TEENS UNITE FIGHTING CANCER

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Plans for the future

Teens Unite's ultimate aim continues to be to open a fully functional, practical respite home, where young people can spend short periods of time with others their age in a similar situation to themselves and gain strength from each other. The respite home will offer short term accommodation to those in the transition from hospital to home and those who are having treatment yet do not need to stay in hospital. The respite home would also provide adequate function space to hold our workshops and activities in house. The capital appeal to build the respite home will start during our 10 year anniversary in 2017.

On behalf of the board of trustees

G. Couch

Trustee

Dated: 20 October 2016

TEENS UNITE FIGHTING CANCER

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF TEENS UNITE FIGHTING CANCER

I report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 6 to 13.

Respective responsibilities of trustees and examiner

The trustees, who are also the directors of Teens Unite Fighting Cancer for the purposes of company law, are responsible for the preparation of the accounts. The 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a Chartered Accountants.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- (iii) 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 statement below.

Independent examiner's statement

In connection with my examination, no other matter except that referred to in the above paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Keith Grover
for and on behalf of
HB Accountants

Chartered Accountants
Amwell House
19 Amwell Street
Hoddesdon
Herts
EN11 8TS

Dated: 21 October 2016

TEENS UNITE FIGHTING CANCER

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
<u>Incoming resources from generated funds</u>					
Voluntary income	2	358,075	28,645	386,720	432,190
Activities for generating funds	4	322,054	-	322,054	225,418
Investment income	3	10	-	10	20
Total incoming resources		680,139	28,645	708,784	657,628
<u>Resources expended</u>					
Costs of generating funds					
Fundraising activities expenses	5	283,936	-	283,936	216,522
Charitable activities					
Events held for teenagers		295,721	28,645	324,366	273,976
Governance costs		8,536	-	8,536	10,118
Total resources expended		588,193	28,645	616,838	500,616
Net income for the year/ Net movement in funds		91,946	-	91,946	157,012
Fund balances at 1 April 2015		499,665	-	499,665	342,653
Fund balances at 31 March 2016		591,611	-	591,611	499,665

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

TEENS UNITE FIGHTING CANCER

BALANCE SHEET

AS AT 31 MARCH 2016

	Notes	2016 £	£	2015 £	£
Fixed assets					
Tangible assets	11		40,537		30,158
Current assets					
Debtors	13	5,609		11,323	
Investments	12	6,750		6,750	
Cash at bank and in hand		549,885		457,851	
		<u>562,244</u>		<u>475,924</u>	
Creditors: amounts falling due within one year	14	<u>(11,170)</u>		<u>(6,417)</u>	
Net current assets			<u>551,074</u>		<u>469,507</u>
Total assets less current liabilities			<u><u>591,611</u></u>		<u><u>499,665</u></u>
Income funds					
Unrestricted funds			<u>591,611</u>		<u>499,665</u>
			<u><u>591,611</u></u>		<u><u>499,665</u></u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 20 October 2016

G. Couch
Trustee

Company Registration No. 06111574

TEENS UNITE FIGHTING CANCER

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Gifts in kind in respect of goods or services are included at valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No amounts are included in the financial statements for services donated by volunteers.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.3 Resources expended

All expenditure is accounted for on an accruals basis and are inclusive of irrecoverable VAT.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	25% straight line
Fixtures, fittings & equipment	15% reducing balance

1.5 Investments

Current asset investments are stated at market value.

1.6 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

TEENS UNITE FIGHTING CANCER

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

2 Voluntary income

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Grants and donations	<u>358,075</u>	<u>28,645</u>	<u>386,720</u>	<u>432,190</u>
Donations and gifts				
Unrestricted funds:				
Grants and donations			197,955	269,977
Donated gifts in kind			<u>160,120</u>	<u>162,213</u>
			<u>358,075</u>	<u>432,190</u>

3 Investment income

	2016 £	2015 £
Interest receivable	<u>10</u>	<u>20</u>

4 Activities for generating funds

	2016 £	2015 £
Fundraising activities income	<u>322,054</u>	<u>225,418</u>

TEENS UNITE FIGHTING CANCER

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

5 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2016 £	Total 2015 £
Costs of generating funds					
Fundraising activities expenses	74,367	-	209,569	283,936	216,522
Charitable activities					
<u>Events held for teenagers</u>					
Activities undertaken directly	115,280	10,832	161,154	287,266	220,546
Support costs	23,351	882	12,867	37,100	53,430
Total	138,631	11,714	174,021	324,366	273,976
Governance costs	3,236	-	5,300	8,536	10,118
	<u>216,234</u>	<u>11,714</u>	<u>388,890</u>	<u>616,838</u>	<u>500,616</u>

6 Support costs

	2016 £	2015 £
Administration expenses	12,867	24,707
Staff costs	23,351	28,460
Depreciation	882	263
	<u>37,100</u>	<u>53,430</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year and were not reimbursed for any expenses.

8 Governance costs

	2016 £	2015 £
Other governance costs comprise:		
Accountancy fees	2,100	1,920
Other costs	3,200	3,200
	<u>5,300</u>	<u>5,120</u>

TEENS UNITE FIGHTING CANCER

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2016 Number	2015 Number
Charitable activities, fund-raising and support	9	7

Employment costs

	2016 £	2015 £
Wages and salaries	199,714	147,465
Social security costs	16,520	10,829
	<u>216,234</u>	<u>158,294</u>

There were no employees whose annual remuneration was £60,000 or more.

10 Intangible fixed assets

	£
Cost	
At 1 April 2015 and at 31 March 2016	<u>-</u>

TEENS UNITE FIGHTING CANCER

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

11 Tangible fixed assets

	Computer equipment	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 April 2015	2,074	60,400	-	62,474
Additions	2,477	-	19,617	22,094
Disposals	(1,028)	-	-	(1,028)
At 31 March 2016	3,523	60,400	19,617	83,540
Depreciation				
At 1 April 2015	1,552	30,764	-	32,316
On disposals	(1,028)	-	-	(1,028)
Charge for the year	883	5,927	4,905	11,715
At 31 March 2016	1,407	36,691	4,905	43,003
Net book value				
At 31 March 2016	2,116	23,709	14,712	40,537
At 31 March 2015	522	29,636	-	30,158

12 Current asset investments

Current asset investments comprise of shares in a listed U.K. company.

13 Debtors

	2016	2015
	£	£
Income tax recoverable	5,609	11,323

14 Creditors: amounts falling due within one year

	2016	2015
	£	£
Taxes and social security costs	9,070	2,699
Accruals	2,100	3,718
	11,170	6,417

TEENS UNITE FIGHTING CANCER

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

15 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2016 are represented by:			
Tangible fixed assets	40,537	-	40,537
Current assets	562,244	-	562,244
Creditors: amounts falling due within one year	(11,170)	-	(11,170)
	<u>591,611</u>	<u>-</u>	<u>591,611</u>