

REGISTERED CHARITY NUMBER: 1055048

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020
FOR
THE SARA LEE TRUST**

Acuity Professional Partnership LLP
Unit 2.02
High Weald House
Glovers End
Bexhill
East Sussex
TN39 5ES

THE SARA LEE TRUST

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FOR THE YEAR ENDED 30 APRIL 2020**

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THE SARA LEE TRUST

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 30 APRIL 2020**

TRUSTEES

S Lee
V Goddard
A Cryar
D Hargreaves
J Midgley
M Lear
M Morton
C Chaloner
G Rushbrook
P Driver
V Duffy
N H Histed

PRINCIPAL ADDRESS

25 Upper Maze Hill
St Leonards on Sea
East Sussex
TN38 0LB

**REGISTERED CHARITY
NUMBER**

1055048

INDEPENDENT EXAMINER

Manningtons Chartered Accountants
39 High Street
Battle
East Sussex
TN33 0EE

THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

The trustees present their report with the financial statements of the charity for the year ended 30 April 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

TRUST AIMS AND OBJECTIVES

Established in early 1996, The Sara Lee Trust is an independent local charity which aims to improve the quality of life of people affected by cancer and other life threatening illnesses in Hastings and Rother (East Sussex), through the provision of psychological and counselling support, complementary therapies and therapeutic group activities.

The Trust's strategic aims are:

To provide, as widely as possible, our individual and group Counselling and Therapy services to people affected by life threatening illnesses.

To develop our services as needed to ensure equitable access for all, in particular for the more vulnerable groups within our society.

To deliver our care and services in the most appropriate setting for the patient and at a time that best meets their needs.

To ensure that Trust services are supported by long - term sustainable income streams.

The Trust's strategic plan "Delivering the vision: 2017 - 2022" is available from our website: www.saraleetrust.org

OUR ACTIVITIES

About the Sara Lee Trust

For almost 25 years we have worked to improve the quality of life for people affected by cancer and other life-threatening illnesses across Hastings and Rother, East Sussex. Our combined experience and expertise has enabled us to develop a range of psychological and counselling support, complementary and group therapies to benefit and support patients, their carers, family members and loved ones. We are the dedicated provider of psychological support and therapy care services for St Michael's Hospice, a 26-bed palliative care centre in St Leonards-on-Sea (for over twenty years) and the Rye, Winchelsea and District Memorial Hospital (over ten years). The Trust is the only provider of these specialised services in the region.

Our team

To keep pace with a constant and growing demand for care we can currently call on over 20 qualified and highly experienced practitioners to support almost 1,000 people per year providing more than 6,000 hours of care. Referrals must be made by a health professional and we receive over 125 a month. All Trust practitioners have recognised training in the therapy they provide and have significant experience of working with our patient group. Whilst ensuring that we comply with local and national guidelines, our flexible model of care is designed to empower the individual, to enable lasting improvement to their wellbeing. We promote the development of long-term connections and supportive networks through individual and / or group activity. Our team provides psychological support including specialist counselling, psychotherapy and Cognitive Behavioural Therapy (CBT), a range of complementary therapies and a growing number of group activities. Care is tailored to the needs of each individual. Importantly in an area of significant deprivation, all Trust services are provided completely free of charge.

THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

How we help

People affected by life-threatening illness are often at an extremely vulnerable stage in their life, both mentally and physically. They will often feel isolated and marginalised by their illness. Our individual and group support helps people to live with, and increasingly through their illness. Improved confidence and mobility can help service users to be more independent of carers while at the same time enabling them to broaden social networks so that they feel better connected to their community. Because our services are also available to the families and loved ones of patients, they too benefit through the opportunity to process the impact of the diagnosis and potential bereavement. Our services offer some respite from the caring role and its physical and emotional impact. In this broader context, we improve health and well-being in our community by offering more opportunities for employment and volunteering, playing a key role in enhancing community spirit and reducing the burden of care in the wider community generally. When our resources are not available people sometimes struggle without essential care, resulting in deterioration in health and well-being and placing heightened pressure on mainstream health, social care and other services.

ACHIEVEMENT AND PERFORMANCE

CHAIRMAN'S STATEMENT

Our small but highly skilled team has been improving the lives of local people affected by cancer and other life threatening illness for almost 25 years.

We are delighted by the impact recent initiatives: new roles to help more people in our communities; working with more like-minded partners; co-designing services with service users; innovating to improve our presence on the high-street and embedding improved technology to improve working practices and communications. We continue to champion the health and well-being needs of people with affected by cancer and other life threatening illness, breaking down barriers and ensuring that the voice of our service users is at the very heart of what we do.

Core to all of our activities, operations and achievements is the ongoing support received from our fantastic team of over 200 volunteers. I would like to extend my personal thanks, and that of our Board of Trustees to each and every one of our volunteer supporters. You make an incredible difference.

The need for our services continues to rise and this reflects the significant increase in people across the region receiving a life threatening diagnosis; a trend that sadly is projected to continue in to the future. With the continued generosity of our supporters and partners combined with our progressive income generation programme, we believed our financial position to be sustainable and were looking forward to making further investment in services over the coming years.

We must recognise and accept that the coronavirus pandemic will have a considerable impact on the Trusts activities both now and looking forward however we firmly believe that our team are well placed to mitigate against these and can plan confidently for the future. Your continued support will be critical to successful delivery of these plans and the future of the Trust.



MICHAEL J LEAR

THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

CHIEF EXECUTIVE'S INTRODUCTION

The Trust is truly fortunate to have such an incredible team of therapy practitioners and support staff who work together with our wonderful volunteers to enable us to provide essential support and care of the highest quality to people affected by life threatening illness across Hastings and Rother.

Over the last year the Trust team of 22 therapy practitioners continued to increase their reach across the region, supporting over 850 people, an increase of 20% over the previous year, with over 6,000 hours of care. The support and care provided by our team is outstanding and this is reflected through service user and referrer feedback. Some of the highlights from our latest surveys include:

- 98% of service users reported our services as very good to excellent
- Almost 80% reported reduced depression and anxiety with almost half reporting a reduced use of mental health services
- Over 75% reported an improvement to physical health
- Half of service users reported feeling less isolated
- 100% of referrers rated our services as very good to excellent

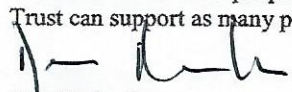
The Trust has a considerable and ongoing challenge to meet both existing and future levels of need and delivering a sustainable future. With each financial year opening with a significant gap in secure, low risk income, the fundraising achievements of the last year are again a positive reflection of the dedication and immense efforts of all those who work for and / or support the Trust.

Central to all our fundraising activities is the incredible support received by those who freely volunteer their time, energy, skills and so much more to further the work of the Trust. This enables our small team to generate a far higher level of income than they would otherwise be able to do. Your efforts are very highly valued and we give sincere thanks for your ongoing support.

The start of 2020, with the unfolding pandemic and related events have brought some of the most difficult and challenging times our organisation has ever faced. Our financial and operational status has shifted away from being secure and progressive and, as a direct result we have had to consider our approach to the future from a different perspective - one based on considerable funding restrictions.

Whilst we do not know how long coronavirus will continue to have a negative impact, what we do know is that we will need to take considered action at an early stage in order to ensure we can continue to provide our full range of services and activities looking forward.

At a time when more people than ever are in need of our services we remain fully committed to making sure The Sara Lee Trust can support as many people as possible affected by life threatening illness long into the future.


Dan Redsull
Chief Executive Officer

THE SARA LEE TRUST

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 APRIL 2020**

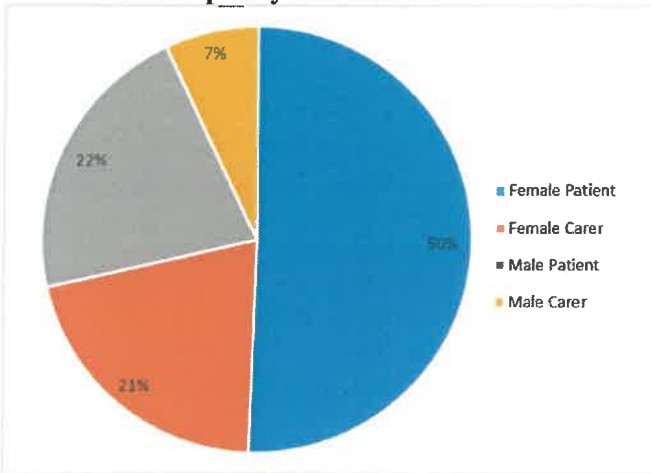
THE SARA LEE TRUST PERFORMANCE REPORT

SERVICES

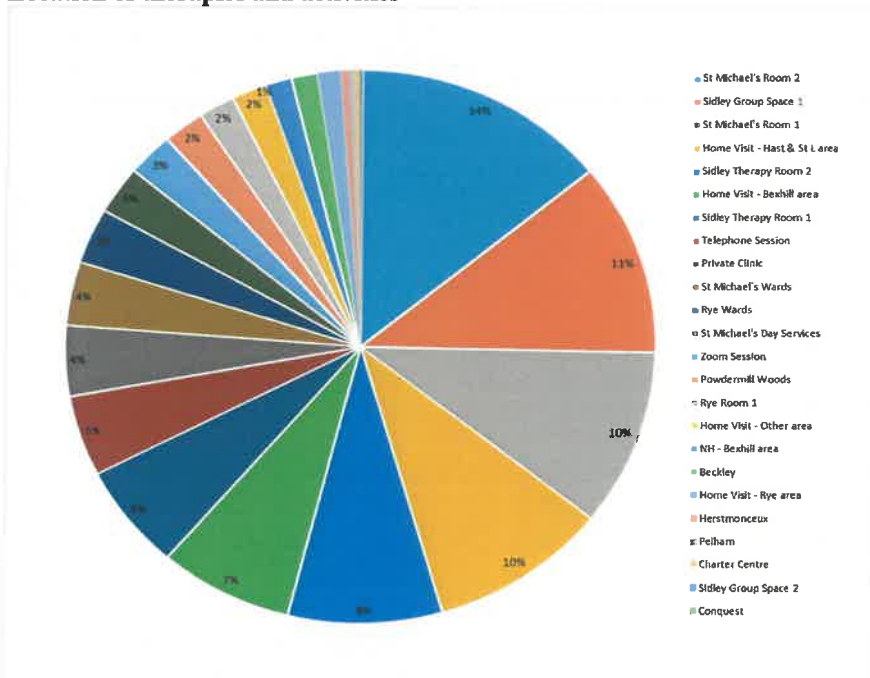
Service provision and activities

In the financial year 2019/20 the Trust provided 6,554 hours of therapy and activities, an increase of 6% on the previous year. Referrals also increased by 6% in the same period. Our services benefitted 881 individuals.

Provision of therapies by service user



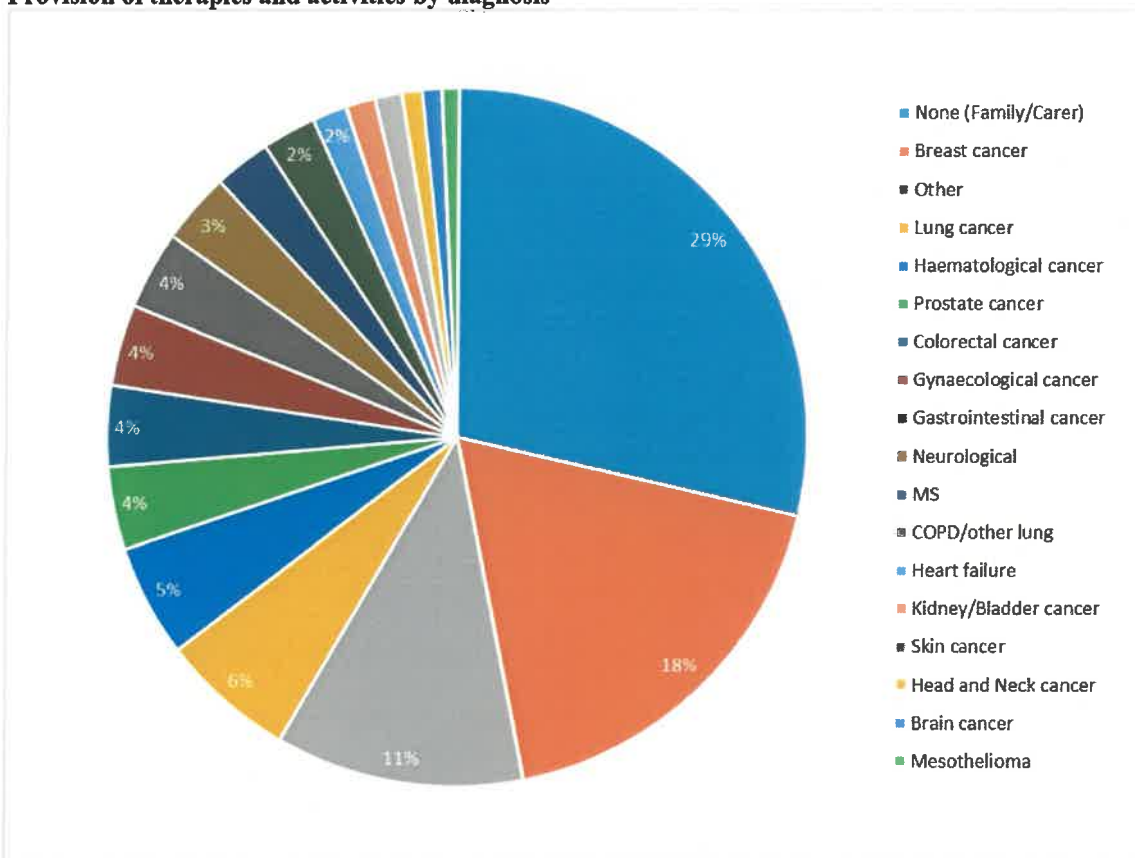
Location of therapies and activities



THE SARA LEE TRUST

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 APRIL 2020**

Provision of therapies and activities by diagnosis



In Year Developments

Highlights

- " Overall care provided increased by 6% despite the suspension of face-to-face services due to COVID-19 from March 2020
- " Continued increase in the level of care delivered in the home
- " Significant growth in counselling services
- " Expansion of popular group activities
- " Considerable progress made in I-KNOW-HOW European project (to support people affected by cancer remain in and return to the workplace)

Increased Provision

The continued investment in therapy capacity has enabled our practitioners to provide record levels of support with continued growth in group activities, care delivered in the home and counselling support.

Expansion of services and group activities

- Partnership with Look Good Feel Better

In May 2019 The Sara Lee Trust launched its partnership with Look Good Feel Better (LGFB) to deliver workshops from its therapy centre in Bexhill. LGFB is an international cancer support charity that helps boost the physical and emotional wellbeing of people undergoing cancer treatment. LGFB run free confidence boosting workshops across the UK for women, men and young adults undergoing treatment for any type of cancer.

THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

Each group session is led by trained volunteers and is a chance to meet others in a similar situation, as well as learning useful skills and techniques to manage the side-effects of cancer treatment. This partnership enables us to provide much needed services to improve confidence and body image among local people affected by cancer.

We ran five workshops through the year and received great feedback from attendees who told us "It was a very uplifting experience and great fun", "I am a new woman now", "It will really help with confidence and self-esteem", "Great to meet others in the same boat".

- Programme of Information & Support Sessions

At the end of July 2019 we completed our first programme of information and support sessions providing information and opportunities for discussion on a number of important areas highlighted as information/service gaps by our patients including lymphoedema, legal matters, and sex and intimacy. In the Autumn/Winter we ran the programme again, this time at St Michael's Hospice during the afternoon, in order to make it accessible to those who weren't able to travel to Bexhill or who prefer a daytime session.

- New Partnership Project with St Michael's Hospice

In January 2020 we started piloting a CBT drop-in group as part of St Michael's Hospice's Wellbeing Programme. This is a group facilitated by our CBT practitioner to help attendees learn coping skills for anxiety, breathlessness, low mood and other issues that can accompany a serious illness. The course got off to a strong start with attendees benefitting from the opportunity to develop tools to help improve their quality of life and having follow-up one-to-one sessions as needed.

I-KNOW-HOW

This 3-year collaborative project with partners from Belgium, France, the Netherlands and the UK is about supporting people affected by cancer to help them to remain in / return to an active life and work. Our UK partner, Rother Voluntary Action (RVA), is part of the European team developing coaching models and services to help local employers and other organisations support employees affected by cancer, and the Trust is part of the team developing coaching models for individuals of working age who may be living with cancer, or undergoing or recovering from treatment.

The last year has been focused on information gathering, and we were delighted that so many service users put themselves forward to be interviewed so that we could gather data about the barriers that they have experienced in working with a cancer diagnosis. This data will help inform our coaching models for employees, but also, importantly, help educate employers about the cancer experience and provide them with the tools to support their staff appropriately.

Impact of the Coronavirus pandemic

Since the start of the coronavirus pandemic, and during the lockdown, the Trust has had to take the necessary step of suspending all of its face-to-face services. This decision was taken in order to protect our vulnerable service users, most of whom are in the highest vulnerability category for COVID-19, and shielding at home.

However, we were very quickly able to bring forward our plans to introduce a telephone and video based counselling service, which has now been scaled up to replace all of our face-to-face counselling at this time. This service is now being offered to all our current service users, as well as all new referrals.

We have also introduced virtual group sessions for mindfulness, gentle yoga, and carers' support, delivered via the Zoom video-conferencing application. This allows service users to benefit both from the sessions themselves, and the ability to spend time virtually with others in the same situation.

Counselling and group support is absolutely vital at this time when many are separated from their loved ones and usual networks. The Sara Lee Trust is determined to continue to help those most in need, and proud to say that we are now delivering more counselling hours than ever before.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

Action Plan and Annual Evaluation

In the coming months we will be analysing the results of our annual service user survey, and undertaking an evaluation process leading to the 2019 - 2020 Trust Annual Evaluation Report and the 2020-21 Trust Action Plan.

USER FEEDBACK AND CASE STUDY

Examples of service user feedback in 2019

- The Sara Lee Trust is an amazing resource that has helped me beyond words. I can't thank them enough.
- I received acupuncture sessions for my night sweats/hot flushes due to my breast cancer therapy. My therapist was fabulous, the acupuncture has made a huge difference and I am now symptom free!
- The Trust was invaluable. The counsellors were excellent and I felt very supported at this difficult time. I'm extremely grateful.
- The support I received from Sara Lee helped me to return to me. The diagnosis, anxiety over results, surgery etc. took something from me which Sara Lee gave me back.
- My therapist made me feel so welcome. It was an absolute pleasure to receive the massages in such a relaxing, safe environment as the Sidley Centre. She targeted specific areas of discomfort. I felt like a new person when I left. She took her time and was so pleasant. I cannot thank you enough
- My link with the Sara Lee Trust is as important to me as the medication which controls my physical symptoms
- The counselling really helped me process my cancer experience and get through the emotional pain of it all. The mindfulness has just been great, and I practise it more in daily life now
- ...thanks to the Sara Lee Trust and the wonderful people who work there. I have been offered therapies and yoga and counselling and it has been a life saver, literally...So thank you to every one of the therapists and staff who work as a team together for the good of the people in Bexhill and surrounding areas, who are blessed to be able to access what is an essential service in body and mind."
- I would NOT have survived without The Sara Lee Trust. The Mental health support is second to None.
- We had a person come to do some counselling which was very helpful at home. It enabled my husband to talk about his death etc. which he would not have been able to do if it was just me
- I can't express how valuable it is to be able to meet people in a similar situation and to have them really understand what I'm going through

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

Case studies and personal stories

Feedback from a service user regarding her experience of receiving services from the Trust during the coronavirus pandemic.

Some thoughts on my experiences of telephone counselling and yoga and Mindfulness using Zoom.

Well without being able to receive telephone counselling, I'm not sure if I'd have been able to cope with the series of traumas that I'd experienced in a very short space of time. I was in a very dark place having suffered with my own health problems, the sudden death of a close friend in tragic circumstances, my partner becoming ill and (has since been diagnosed with cancer himself). So I found myself as both a patient and a carer to my partner and to the husband of my friend who'd died. Added to this, because of COVID-19, I have been unable to visit my daughter and her family as they live in Hampshire. Equally, she's been unable to visit me - she wanted to come and stay with me because she was so concerned about my mental health and fearful that I would self-harm.

Thankfully, telephone counselling allowed me to pour my heart out and truly express my fears and desperation without worrying that I was further burdening my family and causing them further distress (which would have made my mental health even worse as I'd have felt guilty for worrying them so badly).

Now onto the Zoom experience! Well, what a Godsend that has been.

I had been a regular attendee at the weekly yoga classes until the beginning of this year but, due to my own and my partner's health problems and car issues, I'd been unable to go at all. The therapy centre in Sidley, although purpose-built and welcoming, is some distance away from my home and it would take well over an hour to get there on public transport. Consequently, the online Zoom classes have allowed me to participate once again and get back into the swing of things. It really is the highlight of my week and, even if I don't feel well enough to fully participate in all of the class, I can at least do the breathing exercises and relaxation session. It is, of course, also lovely to be able to see some of my friends almost face to face again as who knows when we can be physically together again in person. The same, of course, applies to the Mindfulness sessions.

One final thought, I think that it would be wonderful if the Zoom yoga sessions could continue, even if only on occasional basis, after we are allowed to socialise safely again. It would be a real boost to those unable to leave home due to ongoing treatment (e.g. chemotherapy) or if we were under the weather and not wishing to pass an illness onto others in the group. This would allow the 'absentee' to be able to continue the yoga practice at their own level and STILL feel included in a group. This is just so important, as some service-users live on their own and can feel so isolated at the best of times.

THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

MONITORING AND EVALUATION

The aim of the Trust is to improve the quality of life of people affected by cancer and other life threatening illnesses. Effective and robust evaluation ensures that our work is evidence based and quality assured. Our service evaluation underpins all funding applications and has enabled us to successfully secure funding for some key services.

All trust services are subject to evaluation at service user level using standardised templates. Outcome reporting is underpinned by our use of EMIS Web, a nationally recognised patient information system.

Key statistics for 2019/20 (year ending 30th April 2020) include:

Improved mental wellbeing

93% of service users reported improved confidence and wellbeing
79% reported reduced anxiety and depression
Almost half (48%) reported reduced use of mental health services

Improved physical health

77% of service users reported an improvement to physical health
52% reported a reduction in symptoms / side effects
A third reported a reduced of GP services

Increased independence and reduced isolation

48% of service users reported feeling less isolated
36% reported participating in new social networks and / or making new friends
Over a third reported being more able to look after themselves

We will continue to research and develop our reporting systems to ensure that our evidence based information meets best practice and national guidelines.

THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

FUNDRAISING

The Trust is almost totally reliant on fundraising, donations and retail activities to fund its services. We are extremely grateful to all those who have supported the Trust over the last year in particular, those who have:

- made a donation / grant
- supported, held or participated in a fundraising event
- become one of our invaluable commercial / community partners

Fundraising for the Trust is now delivered by a small team of 4 (1.8 whole time equivalent), supported by many wonderful volunteers, including a volunteer led fundraising group. We would like to thank all our volunteers for their fantastic support.

Funds were raised throughout the year using a variety of means including:

- An events programme of both Trust and independently managed activities including fashion shows, collecting days, quizzes, coffee mornings and sales, sporting events, musical & comedy events, tombolas, our Christmas fair and grand raffle. The Trust has invested in its events & community activities this year; through employing a part-time Events Co-ordinator and Community Fundraiser. Two major events were held this year (see below).

- An annual challenge events programme, some arranged by the Trust and others organised by supporters fundraising on our behalf, including marathons, beach clean-ups, 100 mile cycle rides, and personal challenges.

Looking ahead the Trust has secured major events in partnership with St Michael's Hospice (Petra 2022), the Bexhill Lions Club (RunFest) and the Hastings Beatles Day Committee (Hastings Beatles Day).

- Applications for support to charitable trusts, local businesses and community groups.

- Appeals to the local community and general public to support our work by fundraising, donating to our charity shops and remembering us in their will.

Key highlights:

- Major fundraising event with Jo Brand, Robin Ince and friends which raised around £22,000.
- Hastings Beatles Day online - due to the impact of the coronavirus lockdown the event moved online at short notice. It was successful and raised approximately £1,600 as well as increasing awareness of The Sara Lee Trust.
- Investment in further fundraising events programming including comedy nights and regular Moroccan cooking classes which have been successful.
- A continuing trend of increased support from charitable trusts & foundations
- The progression of our Fundraising Strategy and positive steps made towards key target



THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

- The introduction of specialist software (E-Tapestry) has improved stewardship of individual and organisational supporters.
- Further development of public communications channels including enhanced social media activity, and continuing development of the Trust's website.
- Securing new high profile events for the future including Hastings Beatles Day, RunFest Bexhill and Trek to Petra.

Impact of Coronavirus

The last two months of the financial year were badly affected by the coronavirus outbreak and subsequent lockdown. With physical events cancelled, expected income from the Hastings Half Marathon, Brighton Marathon, Hastings Beatles Day and other smaller scale activities was lost. However, due to successes earlier in the year (notably the Jo Brand and Friends comedy event and additional income from legacies and in memoriam giving), overall annual fundraising targets were met. It is expected that the full impact of the crisis on fundraising will be felt in 2020-21 and beyond.

Our sincere thanks go to all the charitable trusts, companies, organisations and individuals who have supported our fundraising efforts throughout the year.

THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

CHARITY RETAIL

The Trust has an established Trading arm (Charity Retail) which sells donated items on behalf of the Trust. Our high street and online shops sell thousands of these goods every week with the funds used to resource our essential care and support. We are very grateful to those who have, and continue to donate in this way.



We now have six Sara Lee Trust charity shops operating across Hastings, St Leonards and Bexhill supported by a Donation Centre and Transport Team. Our sixth shop opened in July 2018 at 35 Sedlescombe Road North (Silverhill). The shop has a homeware focus with a vintage theme and has been very well received attracting lots of regular customers.



Each Shop Manager relies on a team of volunteers across the working week. Without the individual and collective efforts of all of these dedicated supporters we simply would not be able to keep our shops open and safe. Our volunteers genuinely support the work of the Trust and the Charity Retail arm recognises the immense contribution of our volunteers and gives special thanks to them.

Significant investment to improve our operational effectiveness and enhance future revenue streams has continued and for this financial year includes:

- Continued refurbishment across all sites to improve and increase available space for the storage and processing of donations
- Introducing waste management support from JM waste

Through their supportive and professional service our van team are steadily building a repeat customer client base, these include local solicitors and estate agents in addition to local residents. Our near term priorities are focused on improving organisational and sales stability and increasing volunteer support.



The Trading Company donates its surplus income to the Trust on an annual basis. Despite the increasingly challenging high street trading conditions and a very competitive charity shop environment our Retail Team remained on target to provide a significant contribution to the funding of our therapy services until very late in the financial year; early spring 2020.

The impact of the Covid -19 pandemic was swift and significant, a huge blow to our whole retail team who up until this point were moving forward with new retail initiatives and establishing a firm footing for future growth. All retail operations were shut as from the 24th March until much later in the year. As a direct result the overall donation to the Trust was lower than expected at £22,561.

With the reach of the pandemic likely to be felt through 2020-21 and beyond our retail team will be focused on ensuring our charity retail arm has a sustainable future and remains a funding cornerstone of our therapy services.

THE SARA LEE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

FINANCE

Whilst the Trust's intention is to deliver a balanced budget annually, it is also committed to a multi-year plan of growth in therapy capacity in order to better meet the extraordinarily high levels of need across Hastings and Rother. Part of this committed expenditure plan includes the staged pick up of costs of therapy services provided in Sidley and its surrounds which is currently part-funded by The National Lottery Community Fund; support that ends in 2022. At year-end the charity had raised £392,309 against expenditure of £377,363, achieving a small surplus of £14,946.

With the charity sector as a whole facing an increasingly challenging financial and operating environment, delivering this important phase of our plan for future growth was a considerable achievement and one that fully reflects the continued fantastic efforts of our team and amazing supporters. This was a planned surplus with the additional income stream expected to replace Lottery funding from 2021/22 onwards.

With the current pandemic materially affecting the overall financial position of the Trust, this surplus will now be used to support transitional measures aimed at mitigating the impact of Covid-19 on the Trust and its services instead of supporting our ongoing capital development plan.

The Trust's current expenditure plans for 2021/22 onwards are based on pre-pandemic income forecasts. These forecasts included programmed growth and development plans for our fundraising and retail activities aimed at meeting the annual shortfall in unconfirmed income of over £160,000. Whilst this is an extremely challenging target, it was ultimately achievable until the coronavirus pandemic arrived.

Covid-19 has and continues to have a severe impact on people's lives. For the Trust, our financial and operational status has shifted away from being secure and progressive and, as a direct result we have had to consider our approach to the future from a different perspective - one based on considerable funding restrictions. Over the coming months the Trust will be reviewing its current structures and activities to consider where efficiencies can be made as we strive to ensure sustainability into the future.

RESERVES

It is the policy of the Trust that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to approximately 6 months of recurrent operational expenditure (i.e. c£170,000). The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Trust's activities while consideration is given to ways in which additional funds may be raised. A further reserve of £25,000 is maintained to ensure that sufficient resources are available to properly maintain Trust fixed assets in the event of a significant drop in funding. A total of £195,000 contingency reserves is therefore expected to be maintained by the Trust.

The Trust has cash and bank reserves of £250,056 at the end of the financial year (30th April 2020). Of this total, £55,056 is designated to current capital and other specific projects including the continued development of our therapy centre. A further £195,000 has been ring-fenced for operational provisions as referred to above.

Given the unprecedented and continuing impact of the Covid-19 pandemic, the Board of Trustees have agreed that reserves identified for asset management, capital and specific projects should be used to support transitional arrangements to mitigate and support Trust activities as may be required. In addition, the Board of Trustees have approved the use of core reserves to an initial total of £12,000 to support pandemic related transitional initiatives if required.

Therefore of the cash and bank reserves at year end (£250,056), £92,056 is committed towards mitigating the impacts of the coronavirus pandemic and £158,000 (equivalent to approximately 5 and 1/2 months recurrent expenditure) has been ring-fenced for operational provisions as referred to above.

As at the 30th April 2020, the Trust held no other uncommitted reserves or balances.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2020

SERVICE USER & PUBLIC PARTICIPATION AND INVOLVEMENT (PPI)

The Trust is committed to involving users in the development of its policies and services. It has a core belief that user involvement and engagement is essential to providing services that best meet user needs. Users of Trust services play an active and leading role in the planning of service improvements and assisting in wider developments within the organisation.

Our independent Service User Group continues to play an active and often leading role across many important areas. In the last year this has included:

- Reviewing and signing off our annual evaluation report and 2019/20 Trust action plan.
- Helping to design the 2019/20 Annual Services Survey.
- Contributing to the development of a short film that will be widely used to promote the work of the Trust.
- Supporting a variety of fundraising events and activities including the Comedy for Cancer Care evening.
- Advising the Trust on how to respond to the Coronavirus pandemic.

As well as our Service User Group, existing and former service users are actively engaged in a number of other important Trust forums, committees and initiatives including:

- Board of Trustees
- The National Lottery Community Fund Project Board
- Volunteer Committee
- Delivering Services (2 of our groups are run by former service users)

EVALUATION AND PRIORITIES

The aim of our annual services evaluation is to step back, reflect on the year, and learn from our experiences and the information obtained, to make our services more effective and efficient in the longer term. An annual evaluation report is published which:

- summarises the evaluation process
- highlights key findings
- and communicates the resulting action plan

The action plan will serve as a road map in the ongoing monitoring process for the year ahead, and a benchmark against which to evaluate our progress at the end of the year.

All stakeholders including staff, service users (including family members and carers), volunteers, local partners and the wider local community are actively involved in the monitoring and evaluation processes through a variety of forums, regular events and feedback mechanisms which include:

Service User Group
Annual Service User Survey
Focus group reviews
Annual Evaluation workshops
Feedback forms and case studies

The Evaluation Report and relating action plan is published at the end of each calendar year.

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FOR THE YEAR ENDED 30 APRIL 2020**

TRUSTEES

The Trust currently has a total of 12 Trustees. All Trustees are mindful of their responsibilities regarding the appointment and training of new Trustees. Presently, the need for new Trustees is discussed amongst existing Trustees with, when a need is agreed, potential candidates being identified through existing networks or by external advertisement.

Shortlisted candidates are interviewed and the successful candidates undergo a comprehensive induction where they meet key members of the Trust and are introduced to all aspects of the Trust's work. Each new Trustee is provided with a summary of the responsibilities of a new Trustee.

The Board has no intention to recruit any further Trustees over the next financial year, unless potential candidates with experience and expertise in specific areas including digital media and/ or retail emerge.

RISK MANAGEMENT

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Approved by order of the board of trustees on 14th DECEMBER '20 and signed on its behalf by:



.....
Michael Lear – Chairman of the Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE SARA LEE TRUST

Independent examiner's report to the trustees of The Sara Lee Trust

I report to the charity trustees on my examination of the accounts of The Sara Lee Trust (the Trust) for the year ended 30 April 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of _ which is one of the listed bodies.

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

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

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



R Dennard FCA
Manningtons Chartered Accountants
39 High Street
Battle
East Sussex
TN33 0EE

Date: 10th December 2020

THE SARA LEE TRUST**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2020**

| | Notes | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|------------------------------------|-------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | 2 | 152,715 | 66,008 | 218,723 | 206,215 |
| Other trading activities | 3 | 84,522 | 16,998 | 101,520 | 78,750 |
| Investment income | 4 | 63,169 | - | 63,169 | 63,303 |
| Other income | | 8,897 | - | 8,897 | - |
| Total | | 309,303 | 83,006 | 392,309 | 348,268 |
| EXPENDITURE ON | | | | | |
| Raising funds | | 62,437 | - | 62,437 | 59,095 |
| Charitable activities | 5 | | | | |
| General | | 227,300 | 87,626 | 314,926 | 277,984 |
| Total | | 289,737 | 87,626 | 377,363 | 337,079 |
| NET INCOME/(EXPENDITURE) | | 19,566 | (4,620) | 14,946 | 11,189 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 1,374,998 | 68,916 | 1,443,914 | 1,432,725 |
| TOTAL FUNDS CARRIED FORWARD | | <u>1,394,564</u> | <u>64,296</u> | <u>1,458,860</u> | <u>1,443,914</u> |

The notes form part of these financial statements

THE SARA LEE TRUST**STATEMENT OF FINANCIAL POSITION
30 APRIL 2020**

| | Notes | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|--|-------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 10 | 3,704 | 2,937 | 6,641 | 7,772 |
| Investment property | 11 | <u>1,081,335</u> | <u>59,716</u> | <u>1,141,051</u> | <u>1,141,051</u> |
| | | 1,085,039 | 62,653 | 1,147,692 | 1,148,823 |
| CURRENT ASSETS | | | | | |
| Debtors | 12 | 99,438 | 2,500 | 101,938 | 101,555 |
| Cash at bank and in hand | | <u>249,022</u> | <u>1,034</u> | <u>250,056</u> | <u>229,412</u> |
| | | 348,460 | 3,534 | 351,994 | 330,967 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 13 | (38,935) | (1,891) | (40,826) | (35,876) |
| NET CURRENT ASSETS | | <u>309,525</u> | <u>1,643</u> | <u>311,168</u> | <u>295,091</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>1,394,564</u> | <u>64,296</u> | <u>1,458,860</u> | <u>1,443,914</u> |
| NET ASSETS | | <u>1,394,564</u> | <u>64,296</u> | <u>1,458,860</u> | <u>1,443,914</u> |


The notes form part of these financial statements

THE SARA LEE TRUST

STATEMENT OF FINANCIAL POSITION - continued
30 APRIL 2020

| | | | |
|---|----|-------------------------|-------------------------|
| FUNDS | 14 | | |
| Unrestricted funds: | | | |
| General fund | | 184,604 | 163,688 |
| Contingency Fund - Operational Activities | | 162,500 | 162,500 |
| Contingency Fund - Asset Maintenance | | 25,000 | 25,000 |
| Designated Fund - Fixed Assets | | 952,460 | 953,810 |
| Revaluation Reserve | | <u>70,000</u> | <u>70,000</u> |
| | | 1,394,564 | 1,374,998 |
| Restricted funds: | | | |
| Shop Donations | | 1,000 | 1,000 |
| Bexhill therapy centre | | 58,716 | 58,716 |
| Hastings Lions | | 1,100 | 1,100 |
| Big Lottery Fund Grant | | 3,480 | 2,100 |
| The Sobell Foundation | | <u>-</u> | <u>6,000</u> |
| | | <u>64,296</u> | <u>68,916</u> |
| TOTAL FUNDS | | <u>1,458,860</u> | <u>1,443,914</u> |

The financial statements were approved by the Board of Trustees and authorised for issue on10/12/2020..... and were signed on its behalf by:



 Trustee
 D HARGREAVES

The notes form part of these financial statements

THE SARA LEE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2020

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

INCOME

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

EXPENDITURE

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

| | |
|-----------------------|---------------|
| Plant and machinery | - 10% on cost |
| Fixtures and fittings | - 25% on cost |

INVESTMENT PROPERTY

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

TAXATION

The charity is exempt from tax on its charitable activities.

FUND ACCOUNTING

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

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 six and nine month's expenditure. The trustees consider 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.

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

THE SARA LEE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 APRIL 2020**

2. DONATIONS AND LEGACIES

| | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|-------------|-------------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Donations | 42,556 | - | 42,556 | 41,377 |
| Gift aid | 2,902 | - | 2,902 | 4,822 |
| Legacies | 25,554 | - | 25,554 | 25,152 |
| Grants | 59,142 | 66,008 | 125,150 | 96,375 |
| Shop income | <u>22,561</u> | <u>-</u> | <u>22,561</u> | <u>38,489</u> |
| | <u>152,715</u> | <u>66,008</u> | <u>218,723</u> | <u>206,215</u> |

Grants received, included in the above, are as follows:

| | 2020 £ | 2019 £ |
|------------------|-------------------|-------------------|
| Big Lottery Fund | 66,008 | 62,376 |
| Other Grants | <u>59,142</u> | <u>33,999</u> |
| | <u>125,150</u> | <u>96,375</u> |

3. OTHER TRADING ACTIVITIES

| | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|-------------------------|-------------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| Fundraising events | 46,055 | - | 46,055 | 37,722 |
| Charitable trust income | <u>38,467</u> | <u>16,998</u> | <u>55,465</u> | <u>41,028</u> |
| | <u>84,522</u> | <u>16,998</u> | <u>101,520</u> | <u>78,750</u> |

THE SARA LEE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 APRIL 2020**

4. INVESTMENT INCOME

| | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|---------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Rents received | 62,142 | - | 62,142 | 62,292 |
| Interest receivable | <u>1,027</u> | <u>-</u> | <u>1,027</u> | <u>1,011</u> |
| | <u>63,169</u> | <u>-</u> | <u>63,169</u> | <u>63,303</u> |

5. CHARITABLE ACTIVITIES COSTS

| | Direct Costs £ | Support costs (see note 6) £ | Totals £ |
|---------|----------------------|---------------------------------------|----------------|
| General | <u>311,983</u> | <u>2,943</u> | <u>314,926</u> |

6. SUPPORT COSTS

| | Information technology £ | Governance costs £ | Totals £ |
|---------|--------------------------------|--------------------------|--------------|
| General | <u>873</u> | <u>2,070</u> | <u>2,943</u> |

Governance costs includes £600 (2019: £600) for the Independent examiners fee

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 April 2020 nor for the year ended 30 April 2019.

The trustee D Hargreaves is a partner in Acuity Professional Partnership LLP who provide accountancy services to The Sara Lee Trust at a significantly discounted cost. A provision of £810 has been included within the accounts.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 30 April 2020 nor for the year ended 30 April 2019.

THE SARA LEE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 APRIL 2020**

8. STAFF COSTS

The average monthly number of employees during the year was as follows:

| | 2020 | 2019 |
|-------------------|------------------|------------------|
| Support staff | 2 | 1 |
| Fundraising staff | 5 | 3 |
| Therapy staff | <u>12</u> | <u>7</u> |
| | <u>19</u> | <u>11</u> |

No employees received emoluments in excess of £60,000.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted funds £ | Restricted funds £ | Total funds £ |
|------------------------------------|-------------------------------------|-----------------------------------|------------------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Donations and legacies | 143,839 | 62,376 | 206,215 |
| Other trading activities | 63,249 | 15,501 | 78,750 |
| Investment income | <u>63,303</u> | <u>-</u> | <u>63,303</u> |
| Total | 270,391 | 77,877 | 348,268 |
| EXPENDITURE ON | | | |
| Raising funds | 59,095 | - | 59,095 |
| Charitable activities | | | |
| General | 194,731 | 83,253 | 277,984 |
| Total | <u>253,826</u> | <u>83,253</u> | <u>337,079</u> |
| NET INCOME/(EXPENDITURE) | 16,565 | (5,376) | 11,189 |
| Transfers between funds | <u>(11,688)</u> | <u>11,688</u> | <u>-</u> |
| Net movement in funds | 4,877 | 6,312 | 11,189 |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | 1,370,121 | 62,604 | 1,432,725 |
| TOTAL FUNDS CARRIED FORWARD | <u>1,374,998</u> | <u>68,916</u> | <u>1,443,914</u> |

THE SARA LEE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 APRIL 2020**

10. TANGIBLE FIXED ASSETS

| | Plant and machinery £ | Fixtures and fittings £ | Totals £ |
|-----------------------|--------------------------------------|--|---------------------|
| Cost | | | |
| At 1 May 2019 | 32,107 | 8,641 | 40,748 |
| Additions | <u>480</u> | <u>-</u> | <u>480</u> |
| At 30 April 2020 | <u>32,587</u> | <u>8,641</u> | <u>41,228</u> |
| Depreciation | | | |
| At 1 May 2019 | 25,194 | 7,782 | 32,976 |
| Charge for year | <u>825</u> | <u>786</u> | <u>1,611</u> |
| At 30 April 2020 | <u>26,019</u> | <u>8,568</u> | <u>34,587</u> |
| Net book value | | | |
| At 30 April 2020 | <u>6,568</u> | <u>73</u> | <u>6,641</u> |
| At 30 April 2019 | <u>6,913</u> | <u>859</u> | <u>7,772</u> |

11. INVESTMENT PROPERTY

| | £ |
|------------------------------------|------------------|
| Fair value | |
| At 1 May 2019 and 30 April 2020 | <u>1,141,051</u> |
| Net book value | |
| At 30 April 2020 | <u>1,141,051</u> |
| At 30 April 2019 | <u>1,141,051</u> |

A revaluation of the investment property at Silverhill was assessed by the trustees during the year 2017.

THE SARA LEE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 APRIL 2020**

12. DEBTORS

| | 2020 | 2019 |
|---|----------------|----------------|
| | £ | £ |
| Amounts falling due within one year: | | |
| Other debtors | - | 2,500 |
| Prepayments and accrued income | <u>17,200</u> | <u>14,317</u> |
| | <u>17,200</u> | <u>16,817</u> |
| Amounts falling due after more than one year: | | |
| Other debtors | <u>84,738</u> | <u>84,738</u> |
| Aggregate amounts | <u>101,938</u> | <u>101,555</u> |

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 | 2019 |
|------------------------------|---------------|---------------|
| | £ | £ |
| Trade creditors | - | 6,640 |
| Taxation and social security | 8,261 | 1,026 |
| Other creditors | <u>32,565</u> | <u>28,210</u> |
| | <u>40,826</u> | <u>35,876</u> |

THE SARA LEE TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 APRIL 2020

14. MOVEMENT IN FUNDS

| | At 1.5.19 £ | Net movement in funds £ | At 30.4.20 £ |
|---|-------------------------|----------------------------------|-------------------------|
| Unrestricted funds | | | |
| General fund | 163,688 | 20,916 | 184,604 |
| Contingency Fund - Operational Activities | 162,500 | - | 162,500 |
| Contingency Fund - Asset Maintenance | 25,000 | - | 25,000 |
| Designated Fund - Fixed Assets | 953,810 | (1,350) | 952,460 |
| Revaluation Reserve | 70,000 | - | 70,000 |
| | <u>1,374,998</u> | <u>19,566</u> | <u>1,394,564</u> |
| Restricted funds | | | |
| Shop Donations | 1,000 | - | 1,000 |
| Bexhill therapy centre | 58,716 | - | 58,716 |
| Hastings Lions | 1,100 | - | 1,100 |
| Big Lottery Fund Grant | 2,100 | 1,380 | 3,480 |
| The Sobell Foundation | 6,000 | (6,000) | - |
| | <u>68,916</u> | <u>(4,620)</u> | <u>64,296</u> |
| TOTAL FUNDS | <u><u>1,443,914</u></u> | <u><u>14,946</u></u> | <u><u>1,458,860</u></u> |

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

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|--------------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 309,303 | (288,387) | 20,916 |
| Designated Fund - Fixed Assets | - | (1,350) | (1,350) |
| | <u>309,303</u> | <u>(289,737)</u> | <u>19,566</u> |
| Restricted funds | | | |
| Sussex Community Foundation | 10,000 | (10,000) | - |
| Foreshore | 2,000 | (2,000) | - |
| Chalk Cliff Trust | 5,000 | (5,000) | - |
| Big Lottery Fund Grant | 66,006 | (64,626) | 1,380 |
| The Sobell Foundation | - | (6,000) | (6,000) |
| | <u>83,006</u> | <u>(87,626)</u> | <u>(4,620)</u> |
| TOTAL FUNDS | <u><u>392,309</u></u> | <u><u>(377,363)</u></u> | <u><u>14,946</u></u> |

THE SARA LEE TRUST**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 APRIL 2020****14. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

| | At 1.5.18 £ | Net movement in funds £ | Transfers between funds £ | At 30.4.19 £ |
|---|------------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General fund | 168,802 | 19,074 | (24,188) | 163,688 |
| Contingency Fund - Operational Activities | 150,000 | - | 12,500 | 162,500 |
| Contingency Fund - Asset Maintenance | 25,000 | - | - | 25,000 |
| Designated Fund - Fixed Assets | 956,319 | (2,509) | - | 953,810 |
| Revaluation Reserve | 70,000 | - | - | 70,000 |
| | <u>1,370,121</u> | <u>16,565</u> | <u>(11,688)</u> | <u>1,374,998</u> |
| Restricted funds | | | | |
| Shop Donations | 1,000 | - | - | 1,000 |
| Bexhill therapy centre | 58,716 | - | - | 58,716 |
| Hastings Lions | 1,100 | - | - | 1,100 |
| Big Lottery Fund Grant | 1,788 | (11,376) | 11,688 | 2,100 |
| The Sobell Foundation | - | 6,000 | - | 6,000 |
| | <u>62,604</u> | <u>(5,376)</u> | <u>11,688</u> | <u>68,916</u> |
| TOTAL FUNDS | <u>1,432,725</u> | <u>11,189</u> | <u>-</u> | <u>1,443,914</u> |

THE SARA LEE TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 APRIL 2020**

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|-------------------------------------|-------------------------------------|------------------------------------|
| Unrestricted funds | | | |
| General fund | 270,391 | (251,317) | 19,074 |
| Designated Fund - Fixed Assets | <u>-</u> | <u>(2,509)</u> | <u>(2,509)</u> |
| | 270,391 | (253,826) | 16,565 |
| Restricted funds | | | |
| Ted Baker | 2,000 | (2,000) | - |
| Foreshore | 3,000 | (3,000) | - |
| Big Lottery Fund Grant | 62,377 | (73,753) | (11,376) |
| The Francis & Eric Ford Charity Trust | 500 | (500) | - |
| Yorkshire Building Society Charitable Foundation | 2,000 | (2,000) | - |
| The Sobell Foundation | <u>8,000</u> | <u>(2,000)</u> | <u>6,000</u> |
| | <u>77,877</u> | <u>(83,253)</u> | <u>(5,376)</u> |
| TOTAL FUNDS | <u>348,268</u> | <u>(337,079)</u> | <u>11,189</u> |

15. RELATED PARTY DISCLOSURES

A total donation of £22,561 (2019: £38,489) was received during the year from Sara Lee trading limited, this company operates 6 shops on behalf of the charity.

THE SARA LEE TRUST**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2020**

| | 2020 £ | 2019 £ |
|---------------------------------|----------------|----------------|
| INCOME AND ENDOWMENTS | | |
| Donations and legacies | | |
| Donations | 42,556 | 41,377 |
| Gift aid | 2,902 | 4,822 |
| Legacies | 25,554 | 25,152 |
| Grants | 125,150 | 96,375 |
| Shop income | <u>22,561</u> | <u>38,489</u> |
| | 218,723 | 206,215 |
| Other trading activities | | |
| Fundraising events | 46,055 | 37,722 |
| Charitable trust income | <u>55,465</u> | <u>41,028</u> |
| | 101,520 | 78,750 |
| Investment income | | |
| Rents received | 62,142 | 62,292 |
| Interest receivable | <u>1,027</u> | <u>1,011</u> |
| | 63,169 | 63,303 |
| Other income | | |
| Government grants | <u>8,897</u> | <u>-</u> |
| Total incoming resources | 392,309 | 348,268 |
| EXPENDITURE | | |
| Other trading activities | | |
| Fundraising events | 11,819 | 21,381 |
| Wages | <u>50,618</u> | <u>37,714</u> |
| | 62,437 | 59,095 |
| Charitable activities | | |
| Wages | 85,936 | 61,697 |
| Insurance | 3,573 | 3,411 |
| Carried forward | <u>89,509</u> | <u>65,108</u> |

This page does not form part of the statutory financial statements

THE SARA LEE TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2020**

| | 2020 | 2019 |
|------------------------------------|-----------------------------|-----------------------------|
| | £ | £ |
| Charitable activities | | |
| Brought forward | 89,509 | 65,108 |
| Postage and stationery | 2,655 | 1,664 |
| Sundries | 186 | 113 |
| Therapist fees | 169,414 | 151,496 |
| Aromatherapy & housekeeping | 2,578 | 2,456 |
| Sanctuary days | 3,225 | 4,393 |
| Staff training | 17,822 | 3,630 |
| Travelling expenses | 10,021 | 5,899 |
| Sundry service costs | 8,583 | 4,973 |
| Premises costs | 6,318 | 14,457 |
| Plant and machinery depreciation | 825 | 777 |
| Fixtures and fittings depreciation | 787 | 1,994 |
| Bank charges | <u>60</u> | <u>60</u> |
| | 311,983 | 257,020 |
| Support costs | | |
| Information technology | | |
| Computer running costs | 873 | 19,614 |
| Governance costs | | |
| Accountancy | 870 | 750 |
| Independent examiners fee | <u>1,200</u> | <u>600</u> |
| | <u>2,070</u> | <u>1,350</u> |
| Total resources expended | <u>377,363</u> | <u>337,079</u> |
| Net income | <u><u>14,946</u></u> | <u><u>11,189</u></u> |

This page does not form part of the statutory financial statements