

Company number 05917877

**THE EMMA MALTBY
MEMORIAL FUND**

for the year ending
31st March 2010

(Registered charity number 1116414)

Adrian Ball
130 High Street
Boston Spa
Wetherby
West Yorkshire
LS23 6BW

Dear Reader,

Emma Maltby (nee Rawson) contracted Ewing's Sarcoma, a rare type of cancer usually found in younger adults. She died on 14th May 2003 aged 38, a month before her birthday.

To honour both Emma and her father's memory (who also died of cancer), the Fund which has been set up by her family, is working to achieve lasting benefits for children and teenage cancer patients in Yorkshire, with strong emphasis on providing learning opportunities. Education is an area which is rarely addressed, due to a shortage of funds from the NHS.

Therefore, in an attempt to redress the balance, the Fund has provided the Teenage Cancer Trust unit at St James's University hospital in Leeds with a Learning Mentor for the last five years. The Mentor's role has proved to be very successful and as an increasing number of patients are benefiting from the service, in February 2007 the Fund expanded its service and appointed their second Mentor based on the Children's Wing at St James's University Hospital. Educational support is now given to patients from the ages of 5 to 21.

As well as funding two salaries the Fund also provides bursaries to those patients wishing to further their education at college or university once they have made a full recovery from their illness. Often , the Fund is asked to make a further contribution towards the cost of resources required at the first stage of the course.

Due to the Mentor's position being new to St James's it has meant that a resource bank was required to support the patient's learning. Our commitment to this project is ongoing.

We are very fortunate to have an increasing number of supporters for The Emma Maltby Memorial Fund, constantly helping us to raise our income and our profile not just in Yorkshire but all over the United Kingdom. This support is vital . Please write to Jane Stevens, The Emma Maltby Memorial Fund, 98 High Street, Boston Spa West Yorkshire LS23 6DR, email Janestevens@tiscali.co.uk or call 01937 845268.

You can visit our website at www.emmf.org

Thank you for taking the time to read this letter.

Yours sincerely

Jane Stevens
Fundraising Manager and Emma's sister

THE EMMA MALTBY MEMORIAL FUND

BALANCE SHEET

31 March 2010

	31 March 2010		31 March 2009
	£		£
CURRENT ASSETS:			
Managed Investments	200203		163172
Cash at Bank	<u>14187</u>		<u>36540</u>
	214390		199712
CURRENT LIABILITIES:			
Sundry creditors & Accruals	(500)		(500)
	<u>213890</u>		<u>199212</u>
FINANCED BY:			
CAPITAL ACCOUNT			
Balance carried forward	<u>213890</u>		<u>199212</u>

For the year ended 31 March 2010 the company was entitled to exemption from audit under Section 477(2) of the Companies Act 2006.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2010 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for:

- 1) ensuring that the company keeps accounting records which comply with Section 386; and
- 2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 393, and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

Trustees

THE EMMA MALTBY MEMORIAL FUND

Statement of Financial Activities for the year ended 31 March 2010

	Year ended 31 March 2010		Year ended 31 March 2009	
	£	£	£	£
Income:				
Donations from Charitable Trusts	26625		7356	
Midsummer Ball	550		50340	
Third Party Events	10183		19445	
Gift Aid	862		1070	
Business Donations	1105		1875	
Personal Donations	4983		2695	
Christmas Card Sales	169		638	
Cookbook sales	3073		10135	
		47550		93554
Less:				
Cost of Midsummer Ball	800		32863	
Christmas Cards	0		242	
		800		33105
GROSS PROFIT		46750		60449
Other Income:				
Bank Interest	11		952	
Investment Income	6129		5866	
		6140		6818
		52890		67267
Expenditure:				
Printing	3135		7709	
Bursaries and TCT Projects	6080		2033	
Salaries of Fundraising Manager	16761		15981	
IT	1342		3142	
Cost of Other Events	1130		1687	
Stationery	664		535	
Just Giving	208		210	
Accountancy	500		500	
Sundry Costs	1354		1644	
Travel	193		158	
Postage	391		151	
Bank charges & Interest	8		36	
Investment Management Fees	1011		1048	
		32777		34834
		20113		32433
Increase /(reduction) in value of investments		36913		(41216)
carried forward		57026		(8783)

THE EMMA MALTBY MEMORIAL FUND

**Statement of Financial Activities
for the year ended 31 March 2010**

	Year ended 31 March 2010		Year ended 31 March 2009	
	£	£	£	£
Brought Forward		57026		(8783)
Accumulated Funds Brought Forward		199212		250343
		<u>256238</u>		<u>241560</u>
Distribution of Funds:				
Funding of Learning Mentor's Charitable Donations	42348 <u>0</u>		42348 <u>0</u>	
		42348		42348
Accumulated Funds carried forward		<u>213890</u>		<u>199212</u>

The Emma Maltby Memorial Fund

The Emma Maltby Memorial Fund

The Fund is now into its seventh year and in total has raised circa £800.000. The local support we have had from businesses, charitable trusts and individuals has been very gratifying and has allowed us to fund another Learning Mentor at St James's Hospital, Leeds earlier than expected. The two posts have proved tremendously successful, so much so, that Education Leeds now also funds its own Learning Mentor at St James's.

Our aims going into the future are to continue funding the Learning Mentors at St James's, but also to be in a position to fund further Learning Mentors in other parts of the country. With this in mind, we hope to fund a part-time Learning Mentor at the Christie Hospital in Manchester during the second half of 2011.

For young people to be able to continue their education while undergoing treatment for cancer should be a high priority and it is our aim to provide this.

Patron: Ingrid Roscoe, Lord Lieutenant of West Yorkshire, Tina Gelder, TV Presenter on Calendar News.

Trustees: Wendy Morrell, Jane Stevens, Paul Stevens, Duncan Chapman

Bankers: Barclays, Harrogate

Solicitors: Wrigleys, Leeds

Accountant: Adrian Ball, 130 High Street, Boston Spa, Wetherby LS23 6BW

Directors' Report

The Directors are pleased to report another successful year for the Fund with the role of the Learning Mentor expanding further and its success now being copied elsewhere. Financially, however, this has been a more difficult year with the global economic situation resulting in reduced income to the charity while the decision not to hold a Midsummer Ball obviously reduced the income further. However, in the summer of 2010 we held another successful Midsummer Ball and although numbers were reduced the event was a great success and has ensured that the income for the financial year 2010/11 will be at an increased level.

Since the end of the financial year there have been some changes to the personnel of the Learning Mentors. Zuzana Panuskova returned from maternity leave to the position of Mentor for the 5-13 year age group, but decided to concentrate on family life and resigned in February this year. We were lucky to have Louise Maciag replace her with immediate effect. Louise had previously worked with young children in Headingley helping in their recreational activities through sporting activity. Bethany Ryder continues her role as a Learning Mentor. Bethany is a BA graduate in German and Italian and previously worked as a volunteer for the Salvation Army as a Project Leader for pupils with behavioral problems. Bethany has also assisted with an Inclusion Project at Wetherby High School and instigated a new curriculum for pupils in need of learning and pastoral support.

Our First Learning Mentor, Simon Pini, continues to be associated with the Fund. Simon resigned in November 2009 and took a sabbatical as a research assistant working on projects to improve the overall care of adult cancer patients on a Psycho-Social Research Group based at St James's Hospital. He is now undertaking a PhD in research of teenage cancer patients and the role of the Learning Mentor in hospitals, with the Fund contributing to the cost. Simon has this to say about his future:

“Thanks to the funding granted to me by the Emma Maltby Memorial Fund I have been able to work towards a PhD looking at the educational experiences of teenage cancer patients. Since commencing in November 2009 I have been working on two main areas of research. Firstly, I have been pulling together the findings of previous research in this area, which is spread across different disciplines including; education, health and psychology. Secondly, I have surveyed over 100 teenage cancer patients and 40 healthcare staff to ask them their opinions of the main impact a diagnosis of cancer has on the education of teenagers. These two areas of work will provide a far greater understanding of exactly how cancer affects teenagers' education and will be extremely useful for anybody developing further learning mentor roles and supportive services in the future. It will also be useful information for anybody employed as a learning mentor in this area to help them provide the best support they can to the teenagers they work with. I am hoping to publish both of these strands of work, so that the widest range of people can use the information I have found”.

Although more challenging the past twelve months has been another successful year for the charity and we remain well positioned going forward. We did predict in our report last year that the next twelve months may prove challenging and this has been the case. It is because of this scenario that we retain healthy reserves and the funding of the Learning Mentors is in place for the next three years. Having said this, the income from charitable trusts and personal donations has increased strongly while the contribution from businesses has fallen.

The one area of income that has fallen heavily is third party events, which although will be affected by the economic climate the number of events was also reduced.

As our profile nationwide increases we are consistently being approached by organisations for either funding or the provision of Learning Mentors. It would be very easy to agree to these requests and we only wish we could but there has to be balance between our current funding needs and reserves to ensure we are in a strong financial position going forward. Having said that, we feel we have sufficient reserves to support a further Learning Mentor. We have been approached by the Christie Hospital in Manchester to fund a part-time Learning Mentor. Talks are currently at quite an advanced stage although the Christie Hospital is finding it quite difficult to find a hosting body for the Learning Mentor. If this goes ahead it will inevitably move the charity forward to a national status while widening the level of support.

Income: Our income from charitable trusts increased this year and was an area that we targeted going forward. Although charitable trusts have seen their income reduce many still have a surplus income at the end of each financial year.

The Emma Maltby Midsummer Ball: There was no midsummer Ball in 2009 with the event starting again in the summer of this year.

Third Party Events: The amount of funds raised fell this year with a decline in the number of events. It was, however, still the second largest source of funds. We would like to thank all of the volunteers for their support and look forward to working with them again. From the previous year we are still seeing sales of the “Naughty but Nice” cookbook and Christmas 2010 will see the launch of a charity calendar “Bare all for Emma”.

Gift Aid: Donors are encouraged to complete a Gift Aid Form to increase the value of their donations by 25%.

Funding of Learning Mentors: The cost of funding the Learning Mentors stands at £42,348 per annum. The Trustees’ feel that with the reserves in place the Fund is in a position to continue to fund two Learning Mentors with the scope to fund a third position.

Expenditure: With the growth of the Fund, there has also been a growth in expenditure, although this has been kept in check.

Bursaries and TCT Projects: The provision of bursaries is one area where the Trustees feel that an increase can be achieved to assist patients in continuing their education.

Website: We continue to develop the website as it is an aid to the Fund and going forward should help to bring in further revenues.

Goals for 2010/2011: If the Fund is to continue to be successful there are a number of matters that need to be addressed in the coming year.

- The IT system needs to be maintained so that it continues to assist the Fund rather than hold it back. This can be seen through the development of the website making it easier to donate on-line.

- Collection Boxes are now in use and have been distributed to local shops and businesses. This increases our visibility as well as raising funds, but there is scope to increase the number of retail outlets where they are displayed.
- To increase our visibility with businesses in the Leeds area and increase the amount of funding that can be achieved from the business community as a whole.
- If we are to fund a Learning Mentor in Manchester, to increase our visibility with businesses and the local community in the Manchester area.
- Payroll Giving: This is an area which has not been developed, but could be important for the Fund going forwards.
- Teenage Cancer Trust (TCT): Closer links to the TCT in order to establish where the Fund may be able to assist going forward in the provision of further Learning Mentors. To some extent this has been achieved in the last twelve months and we look forward to being able to assist, if possible, at the Christie Hospital in Manchester

THE EMMA MALTBY MEMORIAL FUND

For the year ended 31 March 2010

Accountant's Report

In accordance with instructions given to me, I have prepared without carrying out an audit the annexed Financial Statements from the accounting records of the Emma Maltby Memorial fund and from information and explanations supplied to me.

Adrian Ball A.C.A
Chartered Accountant
130 High Street
Boston Spa
Wetherby
LS23 6BW

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2010

ACCOUNTING POLICIES

Accounting Convention

The Financial Statements have been prepared under the historic cost convention and in accordance with the Financial Reporting Standard for Smaller Entities.

Tangible Fixed Assets

The Fund has no Tangible Fixed Assets.

Trustees Expenses

In order to keep costs down the Trustees have not claimed any expenses over the last year.

Sundry Creditors and accruals

Sundry creditors and accruals consist of accountancy fees.