Registered number: 03688825

**Charity numbers: 1076478 and SC041055** 

# TAMBA, TWINS AND MULTIPLE BIRTHS ASSOCIATION

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2014

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# REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 30 JUNE 2014

### **Trustees**

Julia Davenport, Chair
Nicki Hutchinson (resigned 21 September 2013)
Gavin Adair
Lucy Claridge
Alexandra Smith
Gavin Burgess, Secretary
Jo O'Driscoll
Caroline Dolan (resigned 16 December 2013)
Owen Hamnett, Treasurer (resigned 12 July 2014)
Anna Varela-Raynes
Tim Dulley
Rachel Barber (appointed 16 November 2013)
Susan Sinclair (appointed 21 September 2013)
Richard Nunn (appointed 3 May 2014)
Krista Pound, Treasurer (appointed 12 July 2014)

## Company registered number

03688825

## Charity registered numbers

1076478 and SC041055

## Registered office

Lower Ground Floor Hitherbury House 97 Portsmouth Road Guildford Surrey GU2 4YF

## Company secretary

Keith Reed

### Chief executive

Keith Reed

## Independent auditors

Wise & Co Chartered Accountants & Statutory Auditors Wey Court West Union Road Farnham Surrey GU9 7PT

# REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 30 JUNE 2014

## Administrative details (continued)

## **Bankers**

National Westminster Bank PLC 151 High Street Guildford GU1 3AH

HSBC Bank PLC 6 Commercial Way Woking Surrey GU21 1EZ

The Co-operative Bank PO Box 250 Skelmersdale WN8 6WT

CCLA Investment Management Ltd 8c Cheapside London EC2V 6DZ

Scottish Widows Bank plc PO Box 12757 67 Morrison Street Edinburgh EH3 8YJ

Virgin Money plc Jubilee House Gosforth Newcastle upon tyne NE3 4PL

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2014

The Trustees, who are also directors of the Charity for the purposes of the Companies Act, submit their annual report and the audited financial statements of TAMBA, Twins and Multiple Births Association (the Company) for the year ended 30 June 2014. The Trustees confirm that the annual report and financial statements of the Company comply with current statutory requirements, the requirements of the Company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### a. CONSTITUTION

The Company is registered as a charitable company limited by guarantee (03688825) and was set up by a Memorandum of Association on 24 December 1998.

The Company is constituted under a Memorandum of Association and is a registered Charity in England and Wales (1076478) and in Scotland (SC041055).

The principal objects of the Company are to protect and promote the health and wellbeing of multiple birth families.

The Board completed the final year of its strategic plan which ran from 2011 until 2014.

### **b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The management of the Company is the responsibility of the Trustees who are elected by secret ballot at the AGM or can be co-opted at any time by the Board of Trustees. No fewer than three and not more than seven persons can be elected by the members and not more than seven additional members can be co-opted at any time by the Board of Trustees. No member can serve on the board for a period of more than six consecutive years. Trustees are recruited to help fill particular skills requirements, which the Board has identified in a skills audit. This is to ensure a broad range of strengths and experiences and is reviewed regularly.

### c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

Members of TAMBA are invited to seek nomination as Trustees via the members' quarterly magazine "Multiple Matters", email, social media and via the website. Most new Trustees are already familiar with the practical work of the Charity, having personally been members or used TAMBA's services. New Trustees are invited to observe a board meeting before seeking election or appointment. An induction pack is provided consisting of a Code of Conduct, role description, a copy of the Charity Commission publication 'The Essential Trustee: what you need to know', the strategic plan, latest financial information and a copy of the Memorandum and Articles of Association. Trustees are encouraged to visit the office and meet the staff team, meet other volunteers as well as undertake appropriate training.

### d. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The Board of Trustees administers the Charity and is responsible for the strategic direction and policy of the Charity. The Board meets up to five times a year and the officers hold interim telephone conferences for key decisions. Trustees have arranged themselves into subgroups to enable more detailed consideration of specific issues between meetings. A Chief Executive is appointed by the Trustees to manage the day-to-day operations of the Charity. To facilitate effective operations, the Chief Executive has delegated authority, within terms of delegation approved by the Trustees, for operational matters, including finance, employment and provision of services. The Chief Executive also acts as Company Secretary and attends board meetings.

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2014

#### e. RELATED PARTY RELATIONSHIPS

In so far as it is complementary to the Charity's objectives, the Charity is guided by both local and national policy. TAMBA has connections with a UK wide network of local clubs; these are not dependent branches but members of the Charity that are supported with appropriate information and guidance on the conduct of local community groups. The Charity also actively works in partnership with other organizations to fulfil its objectives.

## f. RISK MANAGEMENT

The Trustees have a risk management strategy which includes a review of the top six risks the Charity may face at each Board meeting, in particular those related to the operations and finance of the Company, as well as a fuller annual review and are satisfied that systems and procedures are in place to mitigate the Charity's exposure to the major risks. Trustees are also recruited to the Board with a background in relevant areas of identified risk.

### **OBJECTIVES AND ACTIVITIES**

### a. POLICIES AND OBJECTIVES

TAMBA's strategic plan set out its priorities for 2011-2014, which included:

## VISION

TAMBA wants all families with twins, triplets or more to be happy and healthy.

#### MISSION

TAMBA is the only UK-wide Charity representing thousands of families with twins, triplets and higher multiples. We campaign to improve their health and developmental outcomes by:

- Running the only free national helpline for parents of twins, triplets or more,
- Supporting parents with babies in intensive care and those who suffer from conditions such as Twin to Twin Transfusion Syndrome.
- Campaigning to improve the financial position and educational opportunities of our families.
- Helping our families to make their voices heard within government,
- Funding and partnering in research to better understand the unique challenges faced by families with twins, triplets or more,
- Fighting for better NHS services and developing educational materials for health professionals,
- Running antenatal and parenting classes on the unique challenges of caring for several children of the same age,
- Hosting online communities and a national network of clubs, which help families enjoy their unique opportunities and experiences.

## **VALUES**

All involved with TAMBA commit to the following values: we seek to be mutually supportive to our families and colleagues, be trustworthy and transparent in our actions and decision making, celebrate individuality and diversity, commit to understanding the challenges we face through research and knowledge sharing, and be consistent and proactive in our work.

# TAMBA, TWINS AND MULTIPLE BIRTHS ASSOCIATION

(A company limited by guarantee)

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2014

#### **b. STRATEGIES FOR ACHIEVING OUR MISSION**

We identified the following strategies to achieve our mission. These include:

- Increasing awareness of our activities among parents,
- Increasing awareness of our activities among professionals,
- Increasing awareness of our activities among opinion formers and funders,
- Increasing the number of families we support and improving the support they receive during pregnancy and the first few weeks,
- Increasing the number of families we support and improving the support they receive during the early months and years,
- Increasing the financial support our families receive.

### c. OUR PLANS

In addition to delivering our existing core services, we focused on developing the following areas of our work:

- Increasing our media engagement to raise awareness of our work among expectant multiple birth parents.
- Increasing the number of courses we delivered to expectant parents of multiples and for families with children aged 1-5 years.
- Campaigning to ensure Governments improved health care services for our expectant and new families.
- Building new and better relationships with stakeholders who are able to improve health care services for our expectant and new families.
- Campaigning to improve educational services for our families,
- Campaigning to improve the financial support our families receive from the Government,
- Expanding our fundraising capacity to enable us to develop our support services and commission further social and medical research into the challenges our families face.

## **ACHIEVEMENTS AND PERFORMANCE**

### a. REVIEW OF ACTIVITIES

### TAMBA'S YEAR IN NUMBERS

- 1,575,000 page views on our website, and 361,000 individual visits to www.tamba.org.uk.
- 60,000 families received parenting information via our magazines, e-newsletters and publications,
- 20,000 free guides, handbooks, magazines and factsheets were sent out or downloaded,
- 13,875 families paid a subscription to be members of Tamba, which is an increase of over 1,600 on the previous year,
- 12,500 estimated multiple pregnancies in the UK.
- 3,684 participants received detailed support at a parenting class.
- 1,504 families received support via Twinline our freephone helpline, our support groups and consultants' service.

We have directly helped more people then ever before and all our services are available for free or at the lowest cost possible. We have continued to build better understanding of the needs of our families with further research and awareness raising campaigns.

## **REVIEW OF ACTIVITIES 2011-14**

## i. SETTING POLICIES

Over the past three years, we worked hard to see the following national policies introduced, which will benefit tens of thousands of families for many years to come.

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2014

#### **HEALTH**

- The National Institute for Health and Clinical Excellence (NICE) issued multiple pregnancy guidance for patients and clinical teams.
- NICE followed this up by setting multiple pregnancy quality standards for service commissioners.
- The NHS have issued contracts for fetal medicine and neonatal services, which include the provision of specialist services for multiple birth families.

#### **EDUCATION**

- School admissions codes in England and Wales have been updated to enable multiple birth children to attend the same school.
- Guidance on premature and summer-born children has been issued by the Department for Education enabling parents to delay or defer entry where they think it necessary.
- We have worked with a local twins club and local authority to provide best practice guidelines for teachers and parents on how to make classroom placement decisions in primary school.

### **FINANCES**

- We successfully campaigned for the Surestart maternity grant to be restored for multiple birth families who have multiples as a result of a second or subsequent birth.
- We have seen all the main parties support measures for a greater proportion of our families' childcare costs to be met.
- The Government have confirmed that paternity leave for multiples will be reviewed.

### ii. RESEARCH

• We have undertaken or commissioned research to improve our families' experience of maternity services, childcare and maternity/paternity leave. This research has been used to inform government policy.

## iii. EXPANDING OUR SUPPORT SERVICES

We initiated new services and information resources, as well as expanding the services already offered to help even more people.

#### INFORMATION AND SUPPORT

- Our new website, which contains even more content and allows for better functionality has been used by over 750,000 visitors in the past three years.
- We created new guides and videos with over 60,000 families using these resources.
- We provided more varied services, with nearly 4,500 people accessing detailed help via; Twinline our freephone helpline; our specialist consultant service and support groups; our breastfeeding peer supporters' service; and our bereavement befrienders.

### **COURSES**

- There have been more courses, in more areas, attended by almost 9,300 people and our antenatal courses, as a proportion of expectant multiple birth parents who attended one of our sessions, achieved a similar reach to the NCT.
- New breastfeeding courses, twins clinics and parenting courses have been delivered with many taking place in children's centres or as webinars delivered via the internet.

## **PROJECTS**

- We have spent more time engaging with maternity units across the UK to see them implement new guidance.
- Our new Helping Hands project provided over 1,600 hours of detailed practical help in the home in the past year to families in crisis.
- In partnership with the team at St George's Hospital, we commissioned the world's first twin pregnancy growth charts which should help to prevent premature deliveries and stillbirths.

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2014

### iv. BUILDING THE CHARITY'S CAPACITY

### COMMUNICATIONS

• We recruited a new team who are delivering a new strategy that has secured over one million pounds worth of coverage and attracted tens of thousands of new supporters and service users.

### **FUNDRAISING AND FINANCES**

- We have a larger fundraising team also delivering a new strategy, which in turn is securing more money and delivering a better return on investment.
- As a consequence of these efforts our income increased by around 62% from £423,014 to £685,065.

### v. ACTIVITIES IN SCOTLAND

We have concentrated on working in partnership with the largest hospitals in Scotland to deliver our Preparing for Parenthood courses. These are now embedded in eight hospitals and are complimented in some areas by being delivered in community settings. 252 Scottish parents attended one of these classes. We also ran four one day antenatal sessions, which attracted 74 attendees. These are delivered by a specialist multiple pregnancy midwife.

Over 8,500 families in Scotland accessed one of our information resources. We continue to support families of all ages via our Freephone helpline – Twinline, which is well used locally. We also ran a Parenting with Multiples in Mind session for families with children aged 0-5 years and 66 parents took part. A number of new facilitators have also been trained to deliver this workshop.

We provided support to new and existing local clubs throughout Scotland. Local clubs are a fantastic way of providing peer to peer support. There are currently 16 registered clubs in Scotland which supported around 680 children on a regular basis.

#### vi. ACTIVITIES IN NORTHERN IRELAND

Our Preparing for Parenthood classes were delivered directly to six maternity units at least four times last year. We have successfully trialed a new all-day antenatal session with 20 parents participating and providing positive feedback. When coupled with our 'Twins Clinics' delivered to expectant and new parents in Belfast, we reached around 300 parents during the course of the year. These Clinics included sessions on preparing for parenthood, sleep & routines, and play sessions specifically for multiple birth children. These involved experts from across the UK including Professor Pat Preedy, Professor Helen Ball and Claire Burgess.

We gave expert input into midwifery training programmes at Queens' University, Belfast, and were involved in the Southern Board Maternity Liaison Committee. We met regularly with maternity units and health visiting teams to ensure their services better met the needs of our families. We have been successful in establishing a TAMBA Health Visitor within the Southern Health Care Trust. This is a UK first.

Looking towards our antenatal care, we are heavily involved with the implementation of the NICE guidelines within Northern Ireland and we are working closely with the Public Health Agency to establish Twins Clinics in all the major hospitals within Northern Ireland.

2,400 families in Northern Ireland accessed at least one of our information resources. We also ran two Parenting with Multiples in Mind sessions for families with children aged 0-5 years, as part of our Twins Clinic programme, 24 parents took part. Many of the families had attended previous clinics and saw this course as a great reunion, swapping their stories over coffee and lunch. A number of new facilitators have been trained up to deliver this course and Preparing for Parenthood classes.

We provided support to 9 local clubs in Northern Ireland, which supported around 200 children on a regular basis. We ran 3 events for families in different counties during the year to allow them to come together to enjoy

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2014

being multiple birth families.

### **b. FUTURE ACTIVITIES**

Trustees have spent considerable time in setting a new strategic plan for 2014-17. In response to our families' feedback, our Trustees have prioritized the following areas for the next three years. These aim:

- To improve the clinical outcomes for multiple pregnancies by implementing a clinical research strategy.
- To provide more 'wellbeing' support to all parents of multiples during pregnancy by providing more resources and services.
- To provide more support to all parents of multiples in the early days, weeks and months by creating new resources and services.
- To provide more support to all parents of multiples in the early years by updating our resources,
- To provide more support to parents in greatest need by providing greater support for families with complex pregnancies, those experiencing postnatal depression, those with children with special needs, those who are hard to reach or may not currently engage with the Charity or those experiencing a crisis situation.

#### **SUPPORT**

We received financial support from the following corporate and charitable organizations over the course of the year. Our thanks to: Abbvie, Morrck, Snoozeshade, Clarks, Mothercare, Northern Ireland Electricity, LloydsTSB Foundation Northern Ireland, Joseph Boaz Charitable Trust, Awards for All England and Wales, the Fitzmaurice Trust, the Sylvia and Colin Shepherd Charitable Trust, the Loseley & Guildway Charitable Trust, the Communities and Families Fund, the Shanly Foundation, the Bewley Charitable Trust, the Broyst Foundation, the Bartlett Taylor Charitable Trust, the Florence Turner Trust, the Fitton Trust, the Northwick Trust, the Grimmitt Trust, and the James Tudor Foundation. Statutory funding was also received from the Northern & Southern Health Boards (Northern Ireland), and the Department of Health, Social Services and Public Safety (Northern Ireland).

Our thanks go to Norland Nannies, whose nannies provided our families with free care which we estimate to be worth over £8,000, Capgemini who provided free consultancy support during the production of our new strategic plan estimated to be worth around £10,000, our landlords who have provided us with free offices for the year worth around £18,000 and our thanks to all our volunteers who contributed to our work. Our sincere thanks to all of these organisations and individuals for their support

Our members and supporters also proved incredibly generous by taking part in a number of sponsored activities, which in total raised £31,789. Total membership reached an all-time high of 13,875 which is an increase of over 1,600 members on the previous year.

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2014

### **b. INVESTMENT POLICY AND PERFORMANCE**

The Trustees, having regard to the liquidity requirements of operating TAMBA's services and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts. The funds held on deposit achieved an average interest rate of 1.01% over the year.

### **FINANCIAL REVIEW**

### a. RESERVES POLICY

In determining the reserves policy of the Charity, the Trustees have considered the level of operating expenses required. It is the Trustees intention to maintain reserves equivalent to approximately 4 months running expenses and it reviews this position at every meeting. At the year end the unrestricted reserves balances stood at £286,313. This equates to approximately 9 months running costs. The Trustees have a programme of investing these surplus reserves in key strategic projects over the course of the new strategic plan.

## **b. PRINCIPAL FUNDING**

At present the Charity's principal funding comes from the increasing level of membership subscriptions, donations and associated gift aid. In addition TAMBA has been in receipt of a key grant over this period from the Department of Health, Social Services and Public Safety (Northern Ireland) of £14,000.

### **FUNDS HELD AS CUSTODIAN**

TAMBA held funds as a custodian for the Cherry Rowland Memorial Trust Fund. Trustees decided to invest these monies in researching classroom placement decisions for multiples starting primary school. This is in accordance with the original founding purpose of the fund.

#### TRUSTEES' LIABILITY

All the Trustees are members of the Company. As the Company is limited by guarantee and has no share capital, the financial interest of each Trustee is limited to a £1 guarantee. This is the same guarantee given by each of the Company members, who are drawn from current members of the Charity and have chosen to take on this additional responsibility.

### **SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2014

#### TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also Directors of TAMBA, Twins and Multiple Births Association, for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charitable Company and of the incoming resources and application of resources, including the income and expenditure, of the Charitable Company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable Company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charitable Company's transactions and disclose with reasonable accuracy at any time the financial position of the Charitable Company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Charitable Company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### PROVISION OF INFORMATION TO AUDITORS

So far as each of the Trustees is aware at the time the report is approved:

- there is no relevant audit information of which the Company's auditors are unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

This report was approved by the Trustees on 4/10 and signed on their behalf by:

Keith Reed, Secretary

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# INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF TAMBA, TWINS AND MULTIPLE BIRTHS ASSOCIATION

We have audited the financial statements of TAMBA, Twins and Multiple Births Association for the year ended 30 June 2014 which comprise the Statement of financial activities, the Balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the Charitable Company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charitable Company's Trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the Charitable Company's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charitable Company and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

# RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the Charitable Company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed auditors under the Companies Act 2006 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report to you in accordance with those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

## SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

# INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF TAMBA, TWINS AND MULTIPLE BIRTHS ASSOCIATION

## **OPINION ON FINANCIAL STATEMENTS**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable Company's affairs as at 30 June 2014 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

### OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the Company has not kept proper and adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit: or
- the Trustees were not entitled to take advantage of the small companies' exemption from the requirement to prepare a Strategic report.

M. Dickinson

Mark Dickinson FCA (Senior statutory auditor) for and on behalf of

Wise & Co

Chartered Accountants & Statutory Auditors Wey Court West Union Road Farnham Surrey

GU9 7PT Date: 30 10 12014

Wise & Co are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

# STATEMENT OF FINANCIAL ACTIVITIES (incorporating income and expenditure account) FOR THE YEAR ENDED 30 JUNE 2014

INCOMING RESOURCES	Note	Restricted funds 2014 £	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Incoming resources from generated funds: Voluntary income Activities for generating funds Investment income Incoming resources from charitable activities	2 3 4 5	119,547 19,447 157 73,966	419,068 49,156 1,361 2,363	538,615 68,603 1,518 76,329	396,177 81,599 3,116 81,130
TOTAL INCOMING RESOURCES		213,117	471,948	685,065	562,022
RESOURCES EXPENDED  Costs of generating funds: Fundraising costs Charitable activities Governance costs	6 7 8	3,549 232,713 -	2,665 387,710 11,223	6,214 620,423 11,223	4,754 522,559 9,294
TOTAL RESOURCES EXPENDED		236,262	401,598	637,860	536,607
NET (EXPENDITURE) / INCOME BEFORE TRANSFERS  Transfers between Funds	18	(23,145) 18,344	70,350 (18,344)	47,205 -	25,415 -
NET MOVEMENT IN FUNDS FOR THE YEAR	₹	(4,801)	52,006	47,205	25,415
Total funds at 1 July 2013		30,484	234,307	264,791	239,376
TOTAL FUNDS AT 30 JUNE 2014		25,683	286,313	311,996	264,791

All activities relate to continuing operations.

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 15 to 26 form part of these financial statements.

# TAMBA, TWINS AND MULTIPLE BIRTHS ASSOCIATION

(A company limited by guarantee) REGISTERED NUMBER: 03688825

## BALANCE SHEET AS AT 30 JUNE 2014

	Note	£	2014 £	£	2013 £
FIXED ASSETS			_	~	~
Tangible assets	14		17,074		9,701
CURRENT ASSETS					,
Stocks		-		489	
Debtors	15	55,247		<i>37,723</i>	
Cash at bank and in hand		291,974		274,614	
	-	347,221	•	312,826	
<b>CREDITORS:</b> amounts falling due within one year	16	(52,299)		(57,736)	
NET CURRENT ASSETS	-		294,922		255,090
NET ASSETS		•	311,996	•	264,791
CHARITY FUNDS		:		=	
Restricted funds	18		25,683		30,484
Unrestricted funds	18		286,313		234,307
TOTAL FUNDS		-	311,996	-	264,791

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Trustees on behalf, by:

4110/14

and signed on their

Julia Davenport, Chair

Julanuydo

Krista Pound, Treasurer

Atr Poul

The notes on pages 15 to 26 form part of these financial statements.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

### 1. ACCOUNTING POLICIES

## 1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006.

### 1.2 CASH FLOW

The Company has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cash flow statement on the grounds that it is a small charitable Company.

## 1.3 TANGIBLE FIXED ASSETS AND DEPRECIATION

All assets costing more than £1,000 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Computer equipment

3 years straight line basis

## 1.4 COMPANY STATUS

The Company is a company limited by guarantee. In the event of the Company being wound up, the liability in respect of the guarantee is limited to £1 per member of the Company.

### 1.5 FUND ACCOUNTING

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

### 1.6 STOCKS

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

## 1. ACCOUNTING POLICIES (continued)

### 1.7 INCOMING RESOURCES

All incoming resources are included in the Statement of financial activities when the Company has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Donated services or facilities, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

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

Membership subscription income is recognised on a receipts basis.

### 1.8 RESOURCES EXPENDED

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the Company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the Company and compliance with constitutional and statutory requirements.

## 1.9 DEFERRED INCOME

Deferred income represents amounts received relating to future periods and is released to incoming resources in the period to which it relates.

# 2. VOLUNTARY INCOME - DONATIONS, LEGACIES AND SIMILAR INCOMING RESOURCES

	Restricted	Unrestricted	Total	Totai
	funds	funds	funds	funds
	2014	2014	2014	2013
	£	£	£	£
Donations	73,873	113,346	187,219	84,121
Membership subscriptions	-	305,722	305,722	264,159
Grants	45,674	-	45,674	47,897
Donations, legacies and similar incoming				
resources	119,547	419,068	538,615	<i>396,177</i>

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

		Pestricted	Unrestricted	Total	T-4-1
		funds		Total funds	Total funds
		2014		2014	2013
		3		£	2013 £
	Fundraising, publicity and sales	19,447	35,446	54,893	64,296
	Magazine	-	13,710	13,710	17,303
		19,447	49,156	68,603	81,599
4.	INVESTMENT INCOME				
			Unrestricted	Total	Total
		funds	funds	funds	funds
		2014 £	2014	2014	2013
			£	£	£
	Investment income	157	1,361 	1,518 ————	3,116
5.	INCOMING RESOURCES FROM CHARITA	ABLE ACTIVIT	TES		
		Restricted	Unrestricted	Total	Total
		Restricted funds	funds	Total funds	Total funds
		funds 2014	funds 2014	funds 2014	funds 2013
		funds	funds	funds	funds
	Courses and study days	funds 2014	funds 2014	funds 2014	funds 2013
	Courses and study days Information to parents and professionals	funds 2014 £	funds 2014	funds 2014 £	funds 2013 £
		funds 2014 £	funds 2014 £ -	funds 2014 £ 73,966	funds 2013 £ 79,068
6.		funds 2014 £ 73,966	funds 2014 £ - 2,363	funds 2014 £ 73,966 2,363	funds 2013 £ 79,068 2,062
6.	Information to parents and professionals	funds 2014 £ 73,966 - 73,966	funds 2014 £ - 2,363 ———————————————————————————————————	funds 2014 £ 73,966 2,363 ———————————————————————————————————	funds 2013 £ 79,068 2,062 ————————————————————————————————————
6.	Information to parents and professionals	funds 2014 £ 73,966 - 73,966	funds 2014 £ - 2,363	funds 2014 £ 73,966 2,363	funds 2013 £ 79,068 2,062 ————————————————————————————————————
6.	Information to parents and professionals	funds 2014 £ 73,966	funds 2014 £ - 2,363 ———————————————————————————————————	funds 2014 £ 73,966 2,363 ———————————————————————————————————	funds 2013 £ 79,068 2,062 ————————————————————————————————————
6.	Information to parents and professionals	funds 2014 £ 73,966 - 73,966 	funds 2014 £ - 2,363 	funds 2014 £ 73,966 2,363 ———————————————————————————————————	funds 2013 £ 79,068 2,062 ————————————————————————————————————
6.	Information to parents and professionals	funds 2014 £ 73,966	funds 2014 £ - 2,363 ———————————————————————————————————	funds 2014 £ 73,966 2,363 ———————————————————————————————————	funds 2013 £ 79,068 2,062 ————————————————————————————————————

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

## 7. CHARITABLE ACTIVITIES

## **SUMMARY BY FUND TYPE**

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2014	2014	2014	2013
	£	£	£	£
Regions Scotland Northern Ireland Cherry Rowlands Family Assistance General Fund Bereavement Support Group (BSG) Medical Research Co-Bedding Project Greenwich & Lewisham Twin Club Twin To Twin Transfusion Syndrome (TTTS) Parenting Training	20,790 38,978 1,470 46,749 - 10,314 22,182 3,619 1,755 3,924 82,932 232,713	387,710 - - - - - - - - 387,710	20,790 38,978 1,470 46,749 387,710 10,314 22,182 3,619 1,755 3,924 82,932 620,423	58,761 - 3,000 15,906 344,750 8,024 - 1,485 3,013 87,620 522,559

## 8. GOVERNANCE COSTS

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2014	2014	2014	2013
	£	£	£	£
Auditors' remuneration	-	4,490	4,490	4,285
AGM costs	-	5,357	5,357	4,756
Trustee expenses	-	1,376	1,376	253
		11,223	11,223	9,294

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

## 9. DIRECT COSTS

	Scotland	Northern Ireland	Cherry Rowlands	Family Assistance	General
	£		110Wianus	Assistance	fund £
Membership services	663	7,480	_	157	_
Magazine	-		_	157	34,860 36,024
Sales	•	_	_	_	1,676
Staff costs and other expenses	15,614	25,564	_	28,526	-
Courses and study days	1,479	4,678	-	1,360	322
Consultancy costs	3,034	1,256	1,470	16,706	18,785
IT costs	-	-	, <b>-</b>	-	5,806
	20,790	38,978	1,470	46,749	97,473
		Bereaveme			
		nt Support			Greenwich
		Group	Medical	Co-Bedding	and
		(BSG)	Research	Project	Lewisham
		£	£	3	£
Membership services		885	204	-	1,755
Magazine		-	-	-	-
Sales			-	-	-
Staff costs and other expenses		7,914	124	361	-
Courses and study days Consultancy costs		544	-	-	-
IT costs		971	21,854	3,258	-
11 60515				-	-
		10,314	22,182	3,619	1,755
		Twin to			
		Twin	_		
		Transfusion	Parenting	Total	Total
		(TTTS)	Training	2014	2013
NA I III		£	£	£	£
Membership services		3,924	4,052	53,980	69,141
Magazine		-	-	36,024	35,201
Sales		-	-	1,676	1,674
Staff costs and other expenses Courses and study days		-	24,503	102,606	77,022
Consultancy costs		-	54,377	62,760 67,334	<i>68,783</i>
IT costs		<u>-</u>	<b>-</b>	67,334 5 906	27,926
		-	-	5,806	6,502
		3,924	82,932	330,186	286,249

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

## 10. SUPPORT COSTS

fund 2014 £ £	2013 £
Staff costs 199,857 199,857	162,684
Office costs <b>56,865 56,865</b>	55,994
Conferences and exhibitions 2,549 2,549	2,984
Professional fees 1,607 1,607	1,601
Finance costs <b>4,438 4,438</b>	4,532
Insurance 11,820 11,820	2,526
Other costs 6,778 6,778	4,060
Depreciation 6,323 6,323	1,929
290,237 290,237	236,310

An element of support costs have already been allocated within direct costs to funds to represent staff and other costs. The remaining costs are all believed to be attributable to the general fund.

# 11. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES

1	Activities undertaken directly £	Support Costs £	2014 £	2013 £
Restricted				
Regions		-	-	58,761
Scotland	20,790	-	20,790	-
Northern Ireland	38,978	-	38,978	=
Cherry Rowlands	1,470	-	1,470	3,000
Family Assistance	46,749	-	46,749	15,906
General fund	97,473	290,237	387,710	344,750
Bereavement Support Group (BSG)	10,314	-	10,314	8,024
Medical Research	22,182	-	22,182	-
Co-Bedding Project	3,619	-	3,619	-
Greenwich and Lewisham Twin Club	1,755	-	1,755	1,485
Twin to Twin Transfusion Syndrome (TTTS)	3,924	-	3,924	3,013
Parent Training	82,932	-	82,932	87,620
Total	330,186	290,237	620,423	522,559

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

## 12. NET (EXPENDITURE) / INCOME

This is stated after charging:

	2014 £	2013 £
Depreciation of tangible fixed assets:		
- owned by the charity	6,323	1,929
Auditors' remuneration	4,490	4,285

During the year, no Trustees received any remuneration (2013 - £NIL).

During the year, 4 Trustees received reimbursement of expenses amounting to £461 (2013 - 4 Trustees - £253).

During the year insurance costs were paid of £1,757 (2013 - £1,627) An element of this cost relates to Trustee indemnity insurance.

## 13. STAFF COSTS

	2014 £	2013 £
Salaries and wages Social security costs	254,171 15,950	208,265 14,265
Total	270,121	222,530

No employee received remuneration of £60,000 or greater (2013: nil).

The average monthly number of employees during the year was 15.8 (2013: 13.7).

The average monthly number of full-time equivalent employees during the year was 9.5 (2013: 7.8).

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

14.	TANGIBLE FIXED ASSETS		
			Computer Equipment £
	COST		~
	At 1 July 2013 Additions Disposals		44,220 13,696 (16,006)
	At 30 June 2014		41,910
	DEPRECIATION		
	At 1 July 2013 Charge for the year On disposals		34,519 6,323 (16,006)
	At 30 June 2014		24,836
	NET BOOK VALUE		
	At 30 June 2014		17,074
	At 30 June 2013		9,701
15.	DEBTORS		
		2014 £	2013 £
	Trade debtors Other debtors Prepayments and accrued income	6,599 38,444 10,204	8,110 20,191 9,422
		55,247	37,723
16.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2014 £	2013 £
	Trade creditors Other taxation and social security Accruals and deferred income	28,735 4,888 18,676	27,581 3,860 26,295
		52,299	57,736

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

## 17. RELATED PARTY TRANSACTIONS

No transactions with related parties were undertaken such as are required to be disclosed under Financial Reporting Standard 8, other than as disclosed in Note 12.

## 18. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources	Resources Expended £	Transfers in/out £	Carried Forward £
UNRESTRICTED FUNDS					
General funds	234,307	471,948	(401,598)	(18,344)	286,313
RESTRICTED FUNDS					
Regions	9,693	-	-	(9,693)	_
Scotland	· <b>-</b>	3,885	(20,790)	16,905	-
Northern Ireland	-	35,066	(39,705)	5,929	1,290
Cherry Rowlands Fund	825	-	(1,470)	645	· -
Family Assistance Fund	1,131	54,864	(47,599)	-	8,396
Bereavement Support Group					
(BSG)	3,915	5,702	(10,419)	802	-
Medical Research Fund	5,482	25,777	(23,785)	-	7,474
Co-Bedding Project Fund	-	6,594	(3,619)	-	2,975
Greenwich & Lewisham Twin					
Club	-	1,755	(1,755)	-	-
Twin to Twin Transfusion	0.750	- 077	(4.400)		
Syndrome (TTTS)	3,759	5,977	(4,188)	-	5,548
Parent Training Fund	5,679	73,497	(82,932)	3,756	-
	30,484	213,117	(236,262)	18,344	25,683
Total of funds	264,791	685,065	(637,860)	-	311,996

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

#### 18. **STATEMENT OF FUNDS (continued)**

Regions To provide support and advice to specific regions within the UK.

Scotland To work individually and with other agencies to identify the needs of families in

Scotland and to help them by providing support, services and advice.

Northern Ireland To work individually and with other agencies to identify the needs of families in

Northern Ireland and to help them by providing support, services and advice. Included

within incoming resources is a grant of £14,000 from the Department of

Health, Social Services and Public Safety in Northern Ireland.

Cherry Rowlands To support work that raises awareness of the educational and developmental needs

of multiples.

Family Assistance To provide practical help in the home or financial support to families in dire need.

(Helping Hands Project)

Bereavement Support Group

(BSG)

To provide support to families who have lost one or more babies as a result of a

multiple pregnancy.

Medical Research To undertake medical research to reduce the number of still births and premature

births as a result of a multiple pregnancy.

Co-Bedding Project To produce resources for families and professionals to help them follow safe sleeping

guidance and best practice when cobedding multiples.

Greenwich & Lewisham Twin Club

To provide support to the local Greenwich and Lewisham group which runs a network of meetings and events for multiple birth families in and around the immediate area.

Twin to Twin Transfusion

To enable the delivery of work that raises awareness of Twin to Twin Transfusion Transfusion Syndrome and provides additional support to these expectant Syndrome (TTTS) parents and researches how to reduce the risks they experience in pregnancy.

Parent Training To provide resources to help and support families to meet the unique challenges of

raising multiple birth children.

Trustees regularly review the financial position of our regional funds and have over successive years agreed to meet any shortfall from unrestricted funds. This is reflected in the transfer between funds noted in these accounts.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

## 18. STATEMENT OF FUNDS

## **SUMMARY OF FUNDS**

	Brought	Incoming	Resources	Transfers	Carried
	Forward	resources	Expended	in/out	Forward
	£	£	£	£	£
General funds	234,307	471,948	(401,598)	(18,344)	286,313
Restricted funds	30,484	213,117	(236,262)	18,344	25,683
	264,791	685,065	(637,860)	-	311,996

# 19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted	Unrestricted	Total	Total
	funds	funds	funds	funds
	2014	2014	2014	2013
	£	£	£	£
Tangible fixed assets	-	17,074	17,074	9,701
Current assets	27,386	319,835	347,221	312,827
Creditors due within one year	(1,703)	(50,596)	(52,299)	(57,737)
	25,683	286,313	311,996	264,791

## 20. CAPITAL COMMITMENTS

At 30 June 2014 the company had no capital commitments (2013: £nil).

## 21. OPERATING LEASE COMMITMENTS

At 30 June 2014 the Company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings			Other
	2014	2013	2014	2013
	£	£	£	£
EXPIRY DATE:				
Within 1 year	<u>-</u>	-	-	1,518

## 22. TAXATION

The charitable company is exempt from corporation tax on its charitable activities.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

## 23. GIFTS IN KIND

During the year the Charity received a donation in kind of £18,000 in the form of free rental of the Guildford site.

In addition Tamba also received over £10,000 help in kind in respect of consultancy costs from Capgemini and £8,000 in respect of Nannies Costs from Norland Nannies.