



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	January	2025		31st	December	2025

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Maggie Hourihan	Chairperson		
2	Ruth Williams	Treasurer		
3	Jane Shatford	Secretary		
4	Kaye Mundy			
5	Margaret Warren			
6	Elaine Nicholas			
7	Jane Reynolds			
8	Justine Hankins			
9	Wendy Jones			
10	Jenny Evans		Retired at AGM on 16 th June 2025	
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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Elected by Membership

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity is managed by the members of its committee who are elected by the wider membership at its AGM. The committee has the power to set up sub-committees and ad hoc working groups if required.

The charity works closely with Breast Cancer Now and medical and support staff based at local hospitals and breast cancer support units.

The committee considers the risks to the charity and its trustees and members to be minimal. The charity does not own any property, employ staff or enter into contracts. The conduct at its meetings is monitored and those attending meetings are signposted to bona fide sources of information and advice. However, if new activities are proposed then the appropriate risk assessment is carried out.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote and protect the physical and mental health of persons who have or have had breast cancer, their families, friends and carers in Cardiff, the Vale of Glamorgan and/or any adjacent local authority or NHS trust area through the provision of financial assistance, support, education and practical advice; and
To advance the education of the general public in all areas relating to breast cancer.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The main activities of the charity are –

A programme of monthly meetings held in Rhiwbina, Cardiff and Barry*. These meetings provide members with information and support and often feature presentations from health professionals and other support organisations such as advice on diet, fitness, healthy lifestyles, alternative therapies etc.

The publication of a newsletter two or three times per year which is circulated to members, local hospitals, medical units and GP surgeries.

**Note – the Barry Group closed on 16th June 2025*

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We do not offer grants.

We have a reserves policy that states that the charity maintains a reserve level of £2,000.

The committee regularly reviews the opportunities to invest any of its income for the benefit of the charity. However, in practice the income and the expenditure of the charity is modest and does not, therefore, result in the size of reserves that would attract significant interest were it to be placed in a savings account, especially with interest rates currently so low.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

2025 - Cardiff Meetings

Attendance at monthly meetings continues to increase with several new members joining throughout the year. Topics included bone research/osteoporosis, the importance of a good night's sleep, living with lymphoedema, physiotherapy, and the importance of a balanced diet.

Other meetings were more social in nature with the emphasis on peer-to-peer support.

Other Events

The AGM was held in June and was attended by committee members plus 25 (estimated) members.

In October an evening meeting was held with a visit from a local representative from specialist lingerie manufacturer.

Committee Meetings

The committee met during the year on 2 occasions to discuss the on-going issues affecting the charity and its activities – 26th February and 31st October.

Members of the committee also met with an independent facilitator during the year who provided a refresher in group facilitation skills. The committee was pleased to hear that its meeting procedures and conduct ensure that those attending are guaranteed a safe space for discussion and the necessary guidelines are adhered to.

Newsletters

2 newsletters were issued in 2025 – in May and November.

Barry Group

The group held a few meetings at the beginning of the year. Unfortunately, with no volunteers coming forward at the AGM it was agreed that the group should close.

Funding

Total income for the year was £539.25, £269.10 came from collections at meetings, £270.15 from collections at social events. Total expenditure was £1421.63 which included the production of the newsletter (£318.00), purchase of a new laptop (£449.99) and maintenance of the website (127.20).

Section E

Financial review

Brief statement of the charity's policy on reserves

Aim to keep £2,000 in reserves.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's main expenses in 2025 related to cost of the hosting its website, purchase of a new laptop and the production of the newsletters. It remains in a strong financial position due to previous fundraising events and donations.

Section F

Other optional information

None

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