

Charity Registration No. 1147195

Company Registration No. 07963616 (England and Wales)

**SUSSEX CANCER FUND**  
**(LIMITED BY GUARANTEE)**  
**TRUSTEES' REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**SUSSEX CANCER FUND**  
**(LIMITED BY GUARANTEE)**  
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# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 31 MARCH 2021*

The Trustees (who are also directors of the Charity for the purposes of the Companies Act) present their Annual Report, together with the audited accounts of Sussex Cancer Fund (the Company) for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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 2015).

#### **Our purposes and activities**

The purposes of the charity are to provide for the relief of sickness by way of research and the provision, maintenance and replacement of facilities, equipment and buildings for the Radiotherapy and Oncology department of local hospitals within the area of Brighton and Hove, in particular, the Royal Sussex County Hospital, Brighton, and in such parts of the surrounding district as the Trustees of the Charity may, in their absolute discretion, determine, from time to time.

The Charity's principal activity continues to be to seek funds in order to provide financial support for both research and the provision, maintenance and replacement of facilities, equipment and buildings for the Sussex Cancer centre at the Royal Sussex County Hospital Brighton and the Macmillan Horizon centre which was completed in 2017.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'Public Benefit: Running A Charity (PB2)'.

#### **Achievements and performance - Chairman's Report**

The SCF maintains its responsibility to the Sussex Cancer Centre and ongoing contribution to the running costs of the Horizon Centre

The main emphasis of the SCF is moving towards that of a research grant body, enabling local cancer research in Sussex, directly benefitting Sussex patients and helping to attract a critical mass of skilled multidisciplinary cancer clinicians.

In 2021 we have funded £20,000 for Dr Ollie Minton, Consultant in Palliative Care, to use to create a 'live' electronic reporting of Patient Related Outcome Measures (PROMS) whereby patients can answer questions related to their quality of life and side-effects on treatment, which can flag problems for the treating team and be used as part of the routine consultation.

We have also funded a further 2 research degrees, one grant of £95,133 was made during the year, whilst an additional grant of £135,519 was made post year end to Professor Flint at the University of Brighton to supervise a senior gynaecological trainee working on the effect of stress hormones on cancer cell response to chemotherapy and to Dr Duncan Gilbert, Consultant Oncologist to supervise a senior Oncology trainee researching the effect of gut microbiome on colo-rectal cancer.

The medical acupuncture service funded by SCF continues to be a great success and is back to post covid delivery in the Horizon Centre and has been rolled out to Eastbourne as a result of patient demand.

We continue to fund specialised services from partner charities such as the medical massage service in the chemotherapy suite and personalised fitness training for cancer patients through Brighter Outlook as part of Albion in the Community.

I am most grateful to Bob Leeds, Julia Lenton and Joanna Godden for their continued commitment. After 10 years Julia Lenton stepped down in September 2021 from being Sussex Cancer Fund Manager and is being ably replaced by David Witham. The Board's support is very welcome and the future of the SCF remains positive.

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2021

#### Financial review (including Reserves policy)

Income for the year totalled £164,652, overall expenditure was £524,569 which included £349,708 of research and equipment grants made in the year.

The overall deficit for the year was £252,926. This would have been greater had it not been for the expected recovery of, and increase in, investments.

Total funds carried forward was £726,932 which includes £62,170 of funds which have been designated for research grants.

The effects of Covid-19 continued to be felt throughout the year, although there were encouraging signs towards the end of the year that income was returning to something closer to normal. It is hoped that next year income will more closely match that of previous years.

The charity's reserves policy is for reserves never to be allowed to go below £450,000 or the sum of core expenditure over the previous three years. At the year end the charity had free reserves of £664,762, which are in excess of the policy.

#### Reference and administrative details

Charity number: 1147195  
Company number: 07963616  
Registered office: Sussex Cancer Centre, Royal Sussex County Hospital, Eastern Road, Brighton, East Sussex, BN2 5BE

#### Our advisers

Auditors	TC Group	The Courtyard, Shoreham Road, Upper Beeding, Steyning, West Sussex, BN44 3TN
Bankers	CAF Bank	25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ
Solicitors	Wannops LLP	Southfield House, 11 Liverpool Gardens, Worthing, West Sussex, BN11 1SD

#### Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Dr D J Bloomfield MRCP FRCR (Chairman)

B J Tremlett (Deputy Chair)

R A Leeds (Honorary Treasurer)

R G Maxwell

W H T Fenton

#### Structure, Governance and Management

##### Governing Document

Sussex Cancer Fund is a company limited by guarantee governed by its Memorandum and Articles of Association dated 24 February 2012. It is registered as a charity with the Charity Commission.

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

### **Appointment and training of trustees**

Appointment of Trustees is governed by the Articles of Association of the Charity. The board of Trustees is authorised to appoint new or additional Trustees. It recruits with the intention that the Board of Trustees is represented by a mix of business and medical skills. They are invited and encouraged to attend short training sessions given by existing Trustees in order to familiarise themselves with the Charity and the context within which it operates.

The charity is organised by the trustees in accordance with its governing document. The trustees meet quarterly but there are subgroups, which include specialist co-optees, and which meet more frequently to assess grant applications. These subgroups report to the full Board of trustees, which then approve or refuse grants.

### **Organisation**

The charity is organised by the trustees in accordance with its governing document. The trustees meet quarterly but there are subgroups, which include specialist co-optees, and which meet more frequently to assess grant applications. These subgroups report to the full Board of trustees, which then approve or refuse grants.

### **Risk management**

The Trustees have examined the major strategic, business and operational risks which the Charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen the risks.

### **Trustees' responsibilities in relation to the accounts**

The charity trustees (who are also the directors of Sussex Cancer Fund for the purposes of company law) are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which 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 year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explains in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity 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.

# **SUSSEX CANCER FUND**

**(LIMITED BY GUARANTEE)**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2021***

### **Statement as to disclosure to our auditors**

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the auditor is unaware; and
- the trustees, having made enquiries of fellow directors and the auditor that they ought to have individually taken, have each taken steps that they are obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

By order of the board of trustees



Dr D Bloomfield MRCP FRCR

Dated: 9 December 2021

# **SUSSEX CANCER FUND**

**(LIMITED BY GUARANTEE)**

## **INDEPENDENT AUDITOR'S REPORT**

### **TO THE MEMBERS OF SUSSEX CANCER FUND**

#### **Opinion**

We have audited the financial statements of Sussex Cancer Fund (the 'charitable company') for the year ended 31 March 2021 on pages 8 to 20. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 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.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report<sup>1</sup>, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# **SUSSEX CANCER FUND**

**(LIMITED BY GUARANTEE)**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

### **TO THE MEMBERS OF SUSSEX CANCER FUND**

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with the applicable legal requirements.

#### **Matters on which we are required to report by exception**

In light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matter in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- 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 directors' 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 prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 3, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>.

This description forms part of our auditor's report

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF SUSSEX CANCER FUND

#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

The objectives of our audit, in respect to fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection Regulation (GDPR); fraud; bribery and corruption, and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any. The identified actual or suspected non-compliance was not sufficiently significant to our audit to result in our response being identified as a key audit matter.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charity's operations, the control environment and financial performance.
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charity has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included: testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

#### **Use of our report**

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. 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 auditor's 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*TC Group*

**Mr Mark Cummins FCCA (Senior Statutory Auditor)**

**for and on behalf of TC Group**

**Statutory Auditors**

The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

Dated: 17 December 2021

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds £	Designated funds £	Total 2021 £	Total 2020 £
<b>Income from:</b>					
Donations and legacies	6	159,132	-	159,132	248,977
Other trading activities	7	-	-	-	193
Investment income	8	5,520	-	5,520	5,622
<b>Total income</b>		164,652	-	164,652	254,792
<b>Expenditure on:</b>					
Raising funds		1,411	-	1,411	7,614
Charitable activities		173,450	349,708	523,158	236,479
<b>Total expenditure</b>	9	174,861	349,708	524,569	244,093
Net gains/(losses) on investments	13	106,991	-	106,991	(46,793)
<b>Net income/(expenditure)</b>		96,782	(349,708)	(252,926)	(36,094)
Transfers between funds	19	-	-	-	-
<b>Net movement in funds</b>		96,782	(349,708)	(252,926)	(36,094)
<b>Reconciliation of funds</b>					
Total funds brought forward		567,980	411,878	979,858	1,015,952
<b>Total funds carried forward</b>		664,762	62,170	726,932	979,858

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

All activities are classified as continuing. There are no recognised gains or losses other than those reported on the statement of financial activities.

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Investments	13	510,668		403,677	
<b>Current assets</b>					
Debtors	14	18,208		59,225	
Cash at bank and in hand		755,644		871,288	
		<u>773,852</u>		<u>930,513</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(291,903)</u>		<u>(294,332)</u>	
<b>Net current assets</b>		<u>481,949</u>		<u>636,181</u>	
<b>Total assets less current liabilities</b>		<u>992,617</u>		<u>1,039,858</u>	
<b>Creditors: amounts falling due after more than one year</b>	16	<u>(265,685)</u>		<u>(60,000)</u>	
<b>Net assets</b>		<u><u>726,932</u></u>		<u><u>979,858</u></u>	
The funds of the charity:					
Unrestricted funds:					
Designated funds	19	62,170		411,878	
Unrestricted income funds		664,762		567,980	
		<u>726,932</u>		<u>979,858</u>	

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The accounts were approved by the Board on 9 December 2021



Dr D Bloomfield MRCP FRCR

Company Registration No. 07963616

**SUSSEX CANCER FUND**  
**(LIMITED BY GUARANTEE)**  
**STATEMENT OF CASHFLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	£	2021 £	£	2020 £
<b>Cash flows from operating activities:</b>					
Net income/expenditure for the year		(252,926)		(36,094)	
Unrealised (gain)/losses on investments	13	(106,991)		46,793	
Dividends and interest from investments	8	(5,520)		(5,622)	
(Increase)/decrease in debtors	14	41,018		(6,684)	
Increase/(decrease) in creditors	15	203,255		(205,602)	
<b>Net cash provided by/(used in) operating activities</b>			<b>(121,164)</b>		<b>(207,209)</b>
<b>Cash flows from investing activities:</b>					
Dividends and interest from investments	8	5,520		5,622	
Purchase of investments		-		(450,000)	
<b>Cash provided by/(used in) investing activities</b>			<b>5,520</b>		<b>(444,378)</b>
<b>Increase/(decrease) in cash</b>			<b>(115,644)</b>		<b>(651,587)</b>
<b>Cash and cash equivalents at the beginning of the year</b>			<b>871,288</b>		<b>1,522,875</b>
<b>Cash and cash equivalents at the end of the year</b>			<b>755,644</b>		<b>871,288</b>
<b>Analysis of cash and cash equivalents</b>					
			<b>At 1 April 2020</b>	<b>Cash flow</b>	<b>At 31 March 2021</b>
			£	£	£
Cash at bank and in hand			871,288	(115,644)	755,644
			<u>871,288</u>	<u>(115,644)</u>	<u>755,644</u>

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2021

#### 1 Legal status of charitable company

Sussex Cancer Fund is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found in the trustees' report.

In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

#### 2 Accounting policies

##### 2.1 Basis of preparation

The accounts have been prepared in accordance with 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 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Sussex Cancer Fund meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). There are no material uncertainties about Sussex Cancer Fund's ability to continue as a going concern. This takes into account any known impact of the covid-19 pandemic on the financial position of the charity.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

##### 2.2 Income

Legacy income is accounted for in the Statement of Financial Activities when the charity is entitled to the income, receipt is probable and when the amount can be quantified with sufficient accuracy.

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

Other trading activities represent income from organised events and are recognised when receivable.

Investment income is accounted for when receivable.

Grants are credited to the Statement of Financial Activities in the year in which they are receivable unless a grant is subject to donor imposed conditions that specify the time period in which the expenditure of the resources can take place; in which case they are deferred.

##### 2.3 Expenditure

Expenditure is accounted for on an accruals basis with the irrecoverable element of VAT included with the item of expense to which it relates.

Expenditure on raising funds includes costs incurred by the charity in fundraising.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. Grants payable are charged in the year when the offer is approved by trustees and conveyed to the recipient. All grants awarded are specifically to provide financial support for cancer research and for the provision, maintenance and replacement of facilities, equipment and buildings for the radiotherapy and oncology department at the Royal Sussex County Hospital, Brighton. In the year, the charity also provided funding for a new Cancer Support Centre.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity. These are shown within support costs.

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## NOTES TO THE ACCOUNTS

**FOR THE YEAR ENDED 31 MARCH 2021**

### **2 Accounting Policies**

**(continued)**

All costs are allocated between expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned based on estimated usage as a proportion of directly attributable expenditure.

#### **2.4 Fund accounting**

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

#### **2.5 Investments**

Investments are included at fair value at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities.

#### **2.6 Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

#### **2.7 Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

#### **2.8 Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

#### **2.9 Donated services and facilities**

The Charity operates from an office within the Royal Sussex County Hospital. These facilities are donated to the charity. The trustees are grateful for the continuing support from Brighton and Sussex University Hospitals Trust. On receipt, donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **2.10 Pensions**

The charity operates an Auto Enrolment defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they are incurred.

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2021

#### 3 Taxation

The charitable company is registered as a charity and all of its income falls within the exemptions under Part 11 of the Corporation Tax Act 2010.

#### 4 Net income/(expenditure) for the year

This is stated after charging:

	2021	2020
	£	£
Audit fee	7,800	7,560

#### 5 Comparative funds – Statement of Financial Activities for the year ended 31 March 2020

	Unrestricted funds	Designated funds	Total 2020
<b>Income from:</b>			
Donations and legacies	248,977	-	248,977
<i>Other trading activities:</i>			
Fundraising	193	-	193
Investment income	5,622	-	5,622
<b>Total income</b>	<u>254,792</u>	<u>-</u>	<u>254,792</u>
<b>Expenditure on:</b>			
<i>Raising funds:</i>			
Fundraising	7,614	-	7,614
<i>Charitable activities</i>	177,599	58,880	236,479
<b>Total expenditure</b>	<u>185,213</u>	<u>58,880</u>	<u>244,093</u>
Net gains/(losses) on investments	(46,793)	-	(46,793)
<b>Net income/(expenditure)</b>	<u>22,786</u>	<u>(58,880)</u>	<u>244,093</u>
Transfers between funds	-	-	-
<b>Net movement in funds</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Reconciliation of funds</b>			
Total funds brought forward	545,194	470,758	1,015,952
<b>Total funds carried forward</b>	<u><u>567,980</u></u>	<u><u>411,878</u></u>	<u><u>979,858</u></u>

**SUSSEX CANCER FUND**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

**6 Income from donations and legacies**

	<b>2021</b>	<b>2020</b>
	£	£
Donations and gifts	<b>113,632</b>	158,951
Legacies receivable	<b>45,500</b>	90,026
	<u><b>159,132</b></u>	<u>248,977</u>

**7 Income from other trading activities**

	<b>2021</b>	<b>2020</b>
	£	£
Card sales	-	193
	<u>-</u>	<u>193</u>
	<u><u>-</u></u>	<u><u>193</u></u>

**8 Investment income**

	<b>2021</b>	<b>2020</b>
	£	£
Dividends from UK equities	1	14
Interest receivable	<b>5,519</b>	5,608
	<u><b>5,520</b></u>	<u>5,622</u>
	<u><u>5,520</u></u>	<u><u>5,622</u></u>

# SUSSEX CANCER FUND

(LIMITED BY GUARANTEE)

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 9 Expenditure

	Staff costs £	Other costs £	Grant funding £	Total 2021 £	Total 2020 £
<b>Raising funds</b>					
Fundraising	-	1,411	-	1,411	7,614
<b>Charitable activities</b>					
Horizon Centre costs	-	62,910	-	62,910	81,215
Cancer Centre costs	-	39,645	-	39,645	33,262
Research and equipment grants	-	-	349,708	349,708	58,880
Support costs	61,975	8,920	-	70,895	68,122
	<u>61,975</u>	<u>111,475</u>	<u>349,708</u>	<u>523,158</u>	<u>236,479</u>
<b>Total expenditure</b>	<u>61,975</u>	<u>112,886</u>	<u>349,708</u>	<u>524,569</u>	<u>244,093</u>

### Analysis of support costs (including Governance costs)

	2021 £	2020 £
Wages and salaries	61,975	58,029
General office and administration	1,120	2,533
Governance costs:		
Audit fees	7,800	7,560
	<u>70,895</u>	<u>68,122</u>

**SUSSEX CANCER FUND**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**10 Grants payable**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Equipment and Research grants	<b>349,708</b>	58,880
	<u>349,708</u>	<u>58,880</u>
<b>Grants to institutions relating to equipment and research grants comprise:</b>		
Research (Chevassut)	<b>50,000</b>	80,000
Research ( Dr Nikipota & Dr Brock)	<b>52,047</b>	-
Research (Gilbert)	<b>95,133</b>	-
Research (Chevassut & Pepper)	<b>209,552</b>	-
Research (Trigger Project)	<b>5,800</b>	-
Research ( Cressida Lormier)	<b>384</b>	-
Research ( Dr Patel)	-	60,000
Research (Rachel Edmunds)	-	50,000
Grants withdrawn	<b>(63,208)</b>	(131,120)
	<u>349,708</u>	<u>58,880</u>
	<u>349,708</u>	<u>58,880</u>

Details of grant commitments payable at the year-end can be found at note 16.

**11 Trustees**

None of the trustees (or any persons connected with them) received any remuneration during the year or received any reimbursement of expenditure.

**SUSSEX CANCER FUND**  
(LIMITED BY GUARANTEE)  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**12 Employees**

**Number of employees**

The average monthly number of employees during the year was:

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
Administration and support staff	<u>2</u>	<u>2</u>

**Employment costs**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and social security costs	<b>58,279</b>	55,046
Pension contributions	<b>3,696</b>	2,983
	<u><b>61,975</b></u>	<u>58,029</u>

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

Pension contributions solely related to a defined contribution scheme. There were pension contributions outstanding at the year-end totalling £nil (2020: £nil).

The key management personnel comprises of the Administrator and the marketing & communications officer, all of which the above employment costs relate to.

**13 Fixed asset investments**

Fair value at 1 April 2020	<b>£</b>	<b>403,677</b>
Change in value in the year		<b>106,991</b>
Fair value at 31 March 2021		<u><b>510,668</b></u>

If fixed assets had not been revalued, they would have been included at the following historical cost:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Cost	450,000	450,000

**14 Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Income tax recoverable	8,208	6,656
Prepayments and accrued income	10,000	52,569
	<u>18,208</u>	<u>59,225</u>

**SUSSEX CANCER FUND**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

<b>15 Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	£	£
Grants payable	<b>283,435</b>	232,572
Trade creditors	<b>668</b>	949
Accruals	<b>7,800</b>	60,811
	<hr/>	<hr/>
	<b>291,903</b>	294,332
	<hr/> <hr/>	<hr/> <hr/>
<b>16 Creditors: amounts falling due after more than one year</b>	<b>2021</b>	<b>2020</b>
	£	£
Grants payable		
1-2 years	<b>210,685</b>	-
2-5 years	<b>55,000</b>	60,000
	<hr/>	<hr/>
	<b>265,685</b>	60,000
	<hr/> <hr/>	<hr/> <hr/>
<b>17 Pension and other post-retirement benefit commitments</b>		
<b>Defined contribution</b>		
	<b>2021</b>	<b>2020</b>
	£	£
Contributions payable by the charity for the year	<b>3,696</b>	2,983
	<hr/>	<hr/>
<b>18 Reconciliation of grants payable</b>		
	<b>2021</b>	<b>2020</b>
	£	£
Grants brought forward	<b>292,572</b>	499,556
Net commitments made in the year (note 10)	<b>349,708</b>	58,880
Grants paid during the year	<b>(93,160)</b>	(265,864)
	<hr/>	<hr/>
Commitments at 31 March 2021	<b>549,120</b>	292,572
	<hr/> <hr/>	<hr/> <hr/>
Commitments at 31 March 2021 are payable as follows:		
Within one year	<b>283,435</b>	232,572
After more than one year	<b>265,685</b>	60,000
	<hr/>	<hr/>
	<b>549,120</b>	292,572
	<hr/> <hr/>	<hr/> <hr/>

At the year end, there were nine grant commitments outstanding. Eight of the grants relate to research totalling £439,120. The ninth grant is to pay for a two year research fellowship to facilitate the use of the Cyberknife radiotherapy machine totalling £110,000.

**SUSSEX CANCER FUND**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**19 Designated funds**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2020	Income	Movement in funds		Balance at 31 March 2021
			Expenditure	Transfers	
	£	£	£	£	£
Research Funds	411,878	-	(349,708)	-	62,170
	<u>411,878</u>	<u>-</u>	<u>(349,708)</u>	<u>-</u>	<u>62,170</u>
	<u><u>411,878</u></u>	<u><u>-</u></u>	<u><u>(349,708)</u></u>	<u><u>-</u></u>	<u><u>62,170</u></u>

The research fund is separated from general funds for the purpose of funding future research projects as shown in note 10.

**20 Analysis of net assets between funds - Comparative**

	Unrestricted funds	Designated funds	Total
	£	£	£
<b>Fund balances at 31 March 2021 are represented by:</b>			
Investments	510,668	-	510,668
Current assets	162,562	611,290	773,852
Creditors: amounts falling due within one year	(8,468)	(283,435)	(497,588)
Creditors: amounts falling due after more than one year	-	(265,685)	(60,000)
	<u>664,762</u>	<u>62,170</u>	<u>726,932</u>
	<u><u>664,762</u></u>	<u><u>62,170</u></u>	<u><u>726,932</u></u>

**Analysis of net assets between funds**

	Unrestricted £	Designated £	Total £
<b>Fund balances at 31 March 2020 are represented by:</b>			
Investments	403,677	-	403,677
Current assets	226,063	704,450	930,513
Creditors: amounts falling due within one year	(61,760)	(232,572)	(294,332)
Creditors: amounts falling due after more than one year	-	(60,000)	(60,000)
	<u>567,980</u>	<u>411,878</u>	<u>979,858</u>
	<u><u>567,980</u></u>	<u><u>411,878</u></u>	<u><u>979,858</u></u>

**SUSSEX CANCER FUND**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2021***

**21 Control**

The charity is under the control of the Trustees.

**22 Related Party Transactions**

The nature of the charity's activities means that it provides financial support to Brighton and Sussex University Hospitals NHS Trust through research and equipment grants. Some of the charity's Trustees are employed by the Trust but do not financially gain from the support given by the charity.