

Charity registration number: 1154727

Exeter Leukaemia Fund CIO

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Thompson Jenner LLP
Independent Examiner
1 Colleton Crescent
Exeter
Devon
EX2 4DG

Exeter Leukaemia Fund CIO

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Exeter Leukaemia Fund CIO

Reference and Administrative Details

Trustees	V E S Salomonsen I M Kenny C Parsely C Fox J M Hawkins S S Cann S R Cooper
Senior Management / Leadership Team	S Peacock, Charity Manager
Charity Registration Number	1154727
Registered Office	The ELF Office Haematology Centre Royal Devon & Exeter Hospital Barrack Road EXETER EX2 5DW
Independent Examiner	Thompson Jenner LLP Independent Examiner 1 Colleton Crescent Exeter Devon EX2 4DG
Solicitors:	Tozers Solicitors LLP Broadwalk House Southernhay West
Bankers	Barclays Bank PLC 3 Bedford Street Exeter Devon EX1 1LX Santander UK PLC 53 High Street Exeter Devon EX4 3HE

Exeter Leukaemia Fund CIO

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2022.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:

- V E S Salomonsen
- I M Kenny (appointed 18 May 2022)
- C Parsely (appointed 18 May 2022)
- C Fox
- J M Hawkins
- S S Cann
- S R Cooper

Senior Management / Leadership Team: S Peacock

Chairman's Statement

2020/2021 has been a year of recovery and steady progress for the charity. At the beginning of the year there were restrictions in place because of the continuing effects of the pandemic, but as the year passed these eased and the public became more confident as a result of the vaccination programme.

Access to Yarty Ward was limited and our use of the office at the ward was not possible. We continued to transport patients and our careful and committed drivers took all precautions necessary to ensure the safety of passengers. We were fortunate to be assisted in our counselling service by our fellow charity - FORCE - who very generously provided support when necessary with their counsellors.

The fund raisers were increasingly able to arrange and attend events and their new look volunteer update received much deserved praise. Volunteers ran and cycled for the charity, raised money by bucket collections at supermarkets, at Sandy Park at Exeter Chiefs' matches and at Cream teas. The supporters group in Crediton worked tirelessly for us with Shelf Life - the Crediton retail operation - as a focal point.

Even though our retail operation was much reduced, Exminster and Crediton worked well together to produce a much needed surplus.

Later in the year our access to Yarty was relaxed and volunteers were able to reopen Filling Time on a part time basis and we were able to return to the ward to provide aromatherapy massage.

ELF is smaller as a result of the constraints of the pandemic but has ensured that its finances are secure and that its core services to those affected by blood disorders and their families continue to be provided.

We look forward with renewed confidence to the coming year

Exeter Leukaemia Fund CIO

Trustees' Report

Objectives and activities

Policies and objectives

The objectives of ELF, which are outlined in the Constitution of the CIO dated 1 January 2014 are:

- To promote and protect the physical and mental health of people suffering from leukaemia and related diseases in the South West of England (and particularly those living in Devon), and their relatives and loved ones, through the provision of financial assistance, support, specialist equipment, education and practical advice, whether to those people or to hospitals, clinics and hospices in Devon and neighbouring counties.
- To advance the education of the public in all areas relating to Leukaemia and related diseases.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Strategies for achieving objectives

Vision

"Helping families in Devon live with blood cancer."

Mission Statement

"ELF's mission is to create an environment where patients and their families are supported through their leukaemia journey."

Operational Objectives

- Offer compassionate and competent care
- Provide a link between the patient and the medical team
- Provide patient led practical support
- Promote patients' and families' emotional wellbeing
- Raise awareness of available services

Activities undertaken to achieve objectives

Services

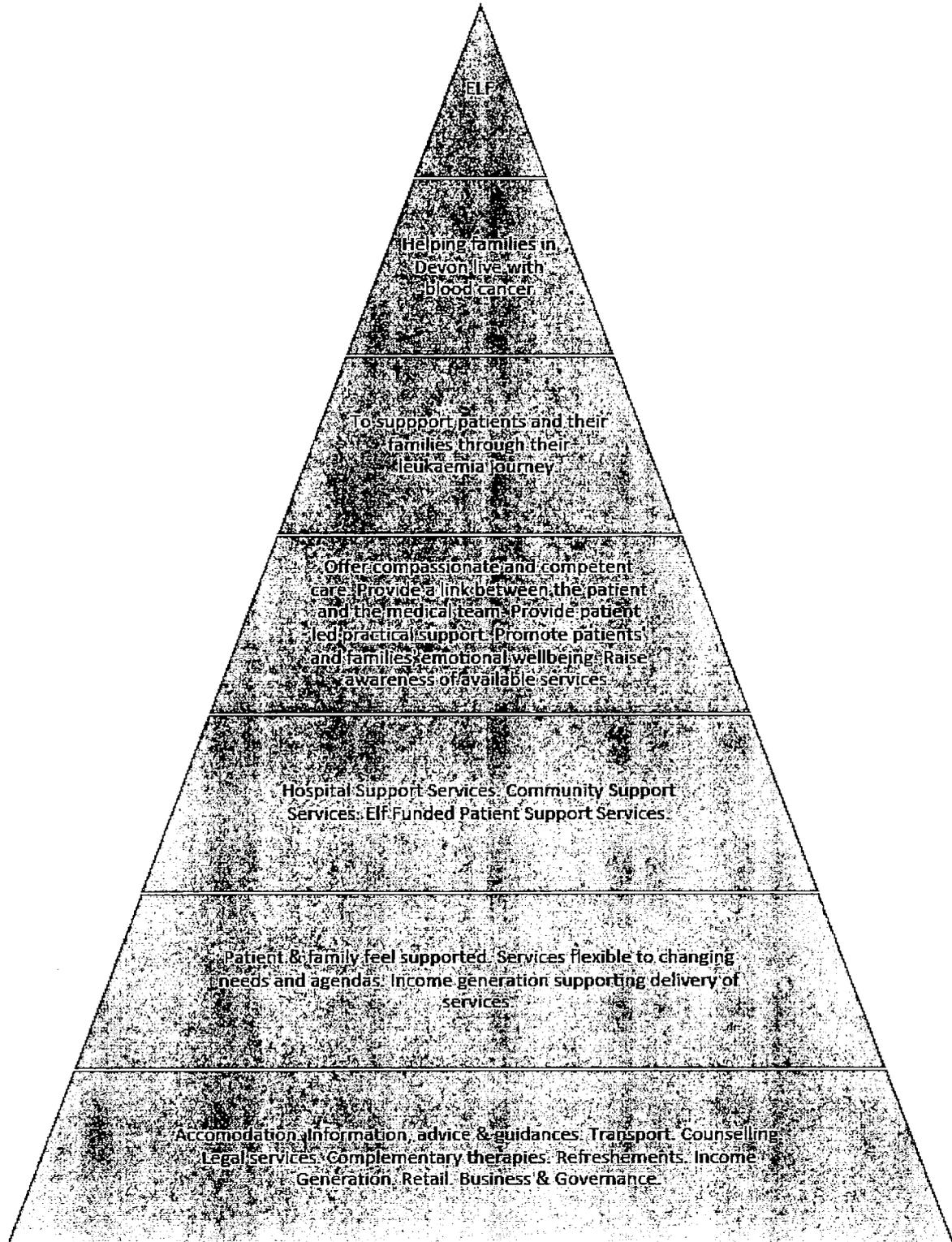
The services Exeter Leukaemia Fund currently offer in relation to the objectives are as follows:

- Transport of patients to and from hospital
- Counselling to help patients and families through the challenges of the illness
- Accommodation near the hospital so families can be close to their loved ones
- Complementary therapies for patients staying on Yarty Ward
- Free refreshments to patients and relatives awaiting Day Case appointments
- Financial advice through our partnership with the CAB
- Legal services through our partnership with Dunn & Baker

Exeter Leukaemia Fund CIO

Trustees' Report

Main activities undertaken to further the Charity's purposes for the public benefit



Exeter Leukaemia Fund CIO

Trustees' Report

Services that ELF provided for 2021/22

Exeter Leukaemia Fund (ELF) has had a year of rebuilding following the global pandemic of COVID-19. The charity has been reviewing the ways in which services are provided and made changes necessary to ensure economy, efficiency and effectiveness.

Transport Service

The charity has three dedicated drivers taking patients to and from their home to attend medical appointments at the Haematology Centre. In 2021/22 the ELF transport team completed 1547 passenger journeys, with a total distance of 43,424 miles.

This service is seen by external agencies and partners as ELF's Unique Selling Point (USP) service.

Counselling Service

During the year, the provision of counselling services has been provided by our fellow charity FORCE. This has allowed the charity to develop a renewed counselling provision and put all necessary steps in place to get the service up and running. The service was piloted towards the end of the financial year ready to go live for 2022/23. The charity is now able to expand the capacity and breadth of the service through the provision of a bank of independent counsellors, providing support to patients and their family members.

Accommodation

The accommodation was under-utilised due to the risk of infection to patients and sold in May 2021. The charity continues to offer accommodation via partnerships with local hotels that have been developed over the year. Where there is a need for patients or family members to be near the hospital, the charity is able to provide somewhere close by eliminating the worry of travelling large distances.

Filing Time

The ELF kiosk, in the Haematology Centre reception, offering snacks and refreshments. Filling Time remained closed throughout much of the period due to restrictions to the ward. The charity was able to reopen the facility on a part time basis in February 2022, with volunteers providing free refreshments to patients and relatives awaiting day case appointments. During the two-month period the facility was open it served 451 people with a range of free tea, coffee, squash, water and biscuits. This was extended by request of the patients to include more savoury items.

Complementary Therapies

Aromatherapy treatment provided for patients staying on Yarty Ward. Due to restrictions at the hospital the charity was unable to provide therapy sessions until July 2021. Since that time the charity has provided therapy for 172 patients.

Citizens Advice Bureau Service

During the year, ELF has continued to provide links to the CAB service for patients requiring their specific help. The CAB service provides assistance in a range of matters including employment, housing, debt, benefits advice.

Legal Services

In July 2021 ELF re-established its free will service. The new partnership with local solicitors Dunn and Baker, offers a free will writing and review service to patients, families, volunteers and supporters. The service includes the writing of a standard will and is completely free of charge. The switch from a previous national supplier offers a more localised personal service with a local office.

Exeter Leukaemia Fund CIO

Trustees' Report

Achievements and performance

Fundraising objective

- To establish the team and focus on providing a high level of stewardship to supporters.
- To work with the new materials to aid community fundraising, and to promote the charity with a consistent brand to ensure the continued growth of this high value area of fundraising.
- To continue to engage with the retail team to encourage promotion of the charity's aims through the shops.

Fundraising outcomes

Fundraising income was much the same as the previous year. With the pandemic still being a significant factor throughout the majority of the period, especially effecting community income with supporters remaining cautious even with restrictions lifted.

Fundraising was supported by 68 volunteers contributing 437 hours of support, covering a range of roles such as administration, bucket collections and coordinating collection boxes.

Fundraising objectives 2022-23

To create more sponsorship opportunities to improve corporate relationships and focus on targeted campaigns to increase supporter engagement.

Retail

There was a delayed start to the year for retail with restrictions keeping the shops closed for a few weeks, however the shops located in Crediton and Exminster performed well seeing an increase in sales on last year, with Crediton outperforming pre-pandemic sales. Retail was supported by 18 volunteers, contributing over 3500 hours of support.

Retail Objectives

- To raise funds via the sales of donated goods throughout the two retail shops.
- To work alongside the fundraising department to grow additional charity brand awareness and income.

Review of activities

During the period, Covid-19 was still prevalent in the UK and as a result most of the services previously offered were reduced to decrease the risk of infection. This continued to affect the charity services throughout the period.

The outlook appears more positive for the future and the charity has now taken steps to increase the service it offers.

Financial review

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Exeter Leukaemia Fund CIO

Trustees' Report

Reserves policy

The trustees' reserves strategy is to seek a suitable level of reserves to provide financial stability for the charity in order to develop its principal activities.

Whilst the charity supports blood cancer patients in Exeter and the surrounding areas who are being treated at the Royal Devon & Exeter Hospital in the Yarty Ward, it does not receive government funding or similar. For this reason, the trustees' long-term policy would be to ensure that any surpluses generated that are not ear-marked for specific projects will be used to reduce the pressure on future fundraising and associated income streams. At present, the charity is experiencing a period of change, along with the United Kingdom in general, therefore the trustees wish to have liquid assets where possible so that the working capital needs of the charity can be met.

As an absolute minimal the policy will seek to maintain reserves at a level which would allow an orderly wind down of the charity should that ever need to be considered.

As at the year-end, ELF has total funds available of £711,841 (2021 - £602,401) of which £707,650 (2021 - £596,320) are unrestricted.

Structure, governance and management

a. Constitution

Exeter Leukaemia Fund is a registered charity, number 1154727, and is constituted under a Charity Commission Scheme.

The charity is governed by its CJO Deed, dated 1 January 2014 which was amended 19 January 2021 and under this deed is constituted as a Charitable Incorporated Organisation (CIO). The trustees meet quarterly. The CIO deed stipulates that the trustees shall comprise not more than ten, nor less than three persons.

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
- buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of that clause;
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

Membership of the CIO

- The members of the CIO shall be its charity trustees for the time being. The only persons eligible to be members of the CIO are its charity trustees. Membership of the CIO cannot be transferred to anyone else.

Exeter Leukaemia Fund CIO

Trustees' Report

Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Charity Commission Scheme. The trustees are eligible, in committee, to appoint additional trustees under the terms of the CIO constitution.

Apart from the first charity trustees, every trustee may be appointed for a maximum term of three, three-year terms by a resolution passed at properly convened meetings of the CIO trustees. In selecting individuals for appointment as trustees, the existing trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

c. Policies adopted for the induction and training of Trustees

New trustees are selected based on the skills that they must complement the existing board of trustees. They meet with existing trustees and key members of staff to ensure that they feel comfortable with the organisation and happy to become part of the team.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- a) a copy of the current version of this constitution; and
- b) a copy of the CIO's Latest Trustees' Annual Report and statement of accounts.

As with all staff:

"The Trustees of ELF review salaries on an annual basis, normally December; however, there is no guarantee of an automatic increase in your pay as a result of any review". Employees handbook.

Plans for future periods

The global pandemic has forced the charity, like many others, to review what services it provides to the public due to financial and physical constraints.

The Trustees will focus on the relationship with the RD & E, specifically the Yarty Ward and the exceptional staff that work there in order to provide help and support to the patients of Yarty Ward in the most meaningful way. This relationship is seen as paramount so that the Yarty Ward staff are supported by the charity and can therefore provide the best care for their patients and so that ELF can then provide support in addition to this care.

Funds held as custodian

None

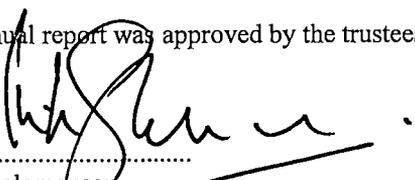
Exeter Leukaemia Fund CIO

Trustees' Report

Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on 22/07/22 and signed on its behalf by:



.....
V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Statement of Trustees' Responsibilities

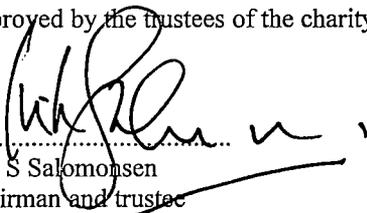
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity 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 judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements 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 enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees 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.

Approved by the trustees of the charity on 22/07/22 and signed on its behalf by:


.....
V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Independent Examiner's Report to the trustees of Exeter Leukaemia Fund CIO

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022 which are set out on pages 12 to 28.

Responsibilities and basis of report

As the charity's trustees of Exeter Leukaemia Fund CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Exeter Leukaemia Fund CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since Exeter Leukaemia Fund CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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



.....
Dave Tucker FCCA
Independent Examiner
The Association of Chartered Certified Accountants

Thompson Jenner LLP
1 Colleton Crescent
Exeter
Devon
EX2 4DG

Date: 26/10/22

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	258,134	5,960	264,094
Other trading activities	4	111,592	-	111,592
Investment income	5	1,453	-	1,453
Other income	6	623	-	623
Total income		<u>371,802</u>	<u>5,960</u>	<u>377,762</u>
Expenditure on:				
Raising funds		(157,296)	-	(157,296)
Charitable activities	7	<u>(186,766)</u>	<u>(7,850)</u>	<u>(194,616)</u>
Total expenditure		<u>(344,062)</u>	<u>(7,850)</u>	<u>(351,912)</u>
Net income/(expenditure)		27,740	(1,890)	25,850
Other recognised gains and losses				
Exceptional gains/(losses)	8	<u>83,590</u>	-	<u>83,590</u>
Net movement in funds		111,330	(1,890)	109,440
Reconciliation of funds				
Total funds brought forward		<u>596,320</u>	<u>6,081</u>	<u>602,401</u>
Total funds carried forward	22	<u><u>707,650</u></u>	<u><u>4,191</u></u>	<u><u>711,841</u></u>

The notes on pages 15 to 28 form an integral part of these financial statements.

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	423,439	8,844	432,283
Other trading activities	4	58,448	-	58,448
Investment income	5	1,643	-	1,643
Other income	6	4,398	-	4,398
		<u>487,928</u>	<u>8,844</u>	<u>496,772</u>
Expenditure on:				
Raising funds		(364,002)	(1,600)	(365,602)
Charitable activities	7	<u>(291,531)</u>	<u>(14,574)</u>	<u>(306,105)</u>
		<u>(655,533)</u>	<u>(16,174)</u>	<u>(671,707)</u>
		<u>(167,605)</u>	<u>(7,330)</u>	<u>(174,935)</u>
Net expenditure		<u>(167,605)</u>	<u>(7,330)</u>	<u>(174,935)</u>
Net movement in funds		(167,605)	(7,330)	(174,935)
Reconciliation of funds				
Total funds brought forward		<u>763,925</u>	<u>13,411</u>	<u>777,336</u>
Total funds carried forward	22	<u><u>596,320</u></u>	<u><u>6,081</u></u>	<u><u>602,401</u></u>

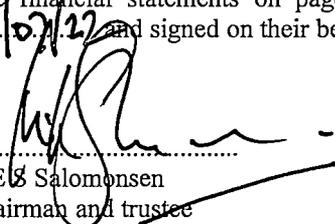
All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2021 is shown in note 22.

Exeter Leukaemia Fund CIO

(Registration number:)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	15	16,323	211,532
Current assets			
Stocks	16	2,260	2,679
Debtors	17	17,114	26,285
Cash at bank and in hand	18	<u>683,405</u>	<u>378,710</u>
		702,779	407,674
Creditors: Amounts falling due within one year	19	<u>(7,261)</u>	<u>(16,805)</u>
Net current assets		<u>695,518</u>	<u>390,869</u>
Net assets		<u>711,841</u>	<u>602,401</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	22	4,191	6,081
Unrestricted income funds			
Unrestricted funds		<u>707,650</u>	<u>596,320</u>
Total funds	22	<u>711,841</u>	<u>602,401</u>

The financial statements on pages 12 to 28 were approved by the trustees, and authorised for issue on 22/07/22 and signed on their behalf by:


.....
V E S Salomonsen
Chairman and trustee

The notes on pages 15 to 28 form an integral part of these financial statements.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charity is a Charitable Incorporated Organisation registered in England and Wales.

The address of its registered office is:

The ELF Office
Haematology Centre
Royal Devon & Exeter Hospital
Barrack Road
EXETER
EX2 5DW

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Exeter Leukaemia Fund CIO 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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

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

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Gifts in kind

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Gift aid

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

Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Freehold property	2% straight line
Motor vehicles	20% straight line
Fixtures and fittings	15% straight line
Office equipment	20% straight line

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

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Notes to the Financial Statements for the Year Ended 31 March 2022

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction price and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Donations	153,036	1,460	154,496	145,191
Legacies	64,929	-	64,929	123,914
Government grants	19,619	-	19,619	150,934
Other grants	20,550	4,500	25,050	12,244
	<u>258,134</u>	<u>5,960</u>	<u>264,094</u>	<u>432,283</u>

Of the total income from donations and legacies £5,960 (2021 - £8,844) is restricted and £258,134 (2021 - £423,439) is unrestricted.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

4 Income from other trading activities

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Charity shops	109,139	109,139	54,722
Other fundraising	2,453	2,453	3,726
	<u>111,592</u>	<u>111,592</u>	<u>58,448</u>

Of the above income the entire amount is unrestricted for both 2021 and 2022.

5 Investment income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Dividends receivable from other listed investments	162	162	182
Interest receivable on bank deposits	1,291	1,291	1,461
	<u>1,453</u>	<u>1,453</u>	<u>1,643</u>

Of the above income the entire amount is unrestricted for both 2021 and 2022.

6 Other income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Miscellaneous income	623	623	-
Insurance income	-	-	4,398
	<u>623</u>	<u>623</u>	<u>4,398</u>

Of the above income the entire amount is unrestricted for both 2021 and 2022.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

7 Expenditure on charitable activities

	Cost of raising funds	Filling Time	Hospital Support	Community Support	Support costs	2022 Total	2021 Total
	£	£	£	£	£	£	£
Staff costs	103,325	-	-	75,907	17,341	196,573	421,149
Depreciation	1,016	446	-	300	3,126	4,888	9,923
NHS staff recharges	-	-	-	-	-	-	3,555
Purchases	5,155	162	-	-	-	5,317	3,476
Rent and rates	27,176	-	-	71	4,833	32,080	101,008
Office costs	6,908	6	102	185	3,030	10,231	15,823
Travel and subsistence	2,687	-	-	328	15	3,030	1,523
IT and communications	6,608	85	-	1,888	4,336	12,917	25,868
Repairs and maintenance	694	4	-	165	219	1,082	1,643
Transport	130	-	-	20,023	5,206	25,359	28,849
Professional fees	3,202	-	46	4,595	17,559	25,402	20,037
Other	6,228	18	2,689	4,360	3,003	16,298	16,591
(Profit)/Loss on disposal	(5,833)	-	-	235	147	(5,451)	2,963
Governance costs	-	-	-	-	24,186	24,186	19,299
	<u>157,296</u>	<u>721</u>	<u>2,837</u>	<u>108,057</u>	<u>83,001</u>	<u>351,912</u>	<u>671,707</u>
Support costs	-	-	-	83,001	(83,001)	-	-
Total expenditure 2022	<u>157,296</u>	<u>721</u>	<u>2,837</u>	<u>191,058</u>	<u>-</u>	<u>351,912</u>	<u>671,707</u>
Total expenditure 2021	<u>365,602</u>	<u>24,138</u>	<u>4,044</u>	<u>277,923</u>	<u>-</u>	<u>671,707</u>	

Of total expenditure £7,850 (2021 - £16,174) is restricted and £344,062 (2021 - £655,533) is unrestricted.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

8 Exceptional gains/(losses)

During the year, freehold property was sold (see note 15) producing a profit on disposal of £83,590.

9 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Staff costs			
Wages and salaries	19,008	19,008	14,749
Social security costs	2,003	2,003	1,728
Pension costs	475	475	322
Independent examiner fees			
Examination of the financial statements	900	900	750
Other fees paid to examiners	1,800	1,800	1,750
	<u>24,186</u>	<u>24,186</u>	<u>19,299</u>

10 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2022 £	2021 £
Profit/(Loss) on disposal of fixed assets	89,041	(2,325)
Depreciation of fixed assets	<u>(4,887)</u>	<u>(9,920)</u>

11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

12 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	202,019	405,715
Social security costs	11,882	25,070
Pension costs	4,158	7,162
	218,059	437,947

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022 No	2021 No
Average number of employees	9	17

The average headcount expressed as full-time equivalents was:

	2022 No	2021 No
Fundraising team	2	2
Retail activities	2	5
Management and administration	1	2
Community support	3	5
	8	14

During the year, the charity made redundancy and/or termination payments which totalled £Nil (2021 - £27,634).

No employee received emoluments of more than £60,000 during the year.

The number of employees whose emoluments fell within the following bands was:

	2022 No	2021 No
£60,001 - £70,000	-	1

The total employee benefits of the key management personnel (including employer pension and employer national insurance contributions) of the charity were £40,326 (2021 - £98,594).

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

13 Independent examiner's remuneration

	2022 £	2021 £
Examination of the financial statements	900	750
Other fees to examiners		
All other services	1,800	1,750

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

15 Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Equipment £	Total £
Cost					
At 1 April 2021	230,184	6,100	8,000	18,639	262,923
Additions	-	-	11,973	1,098	13,071
Disposals	(230,184)	(1,617)	(8,000)	(5,567)	(245,368)
At 31 March 2022	-	4,483	11,973	14,170	30,626
Depreciation					
At 1 April 2021	28,774	4,671	6,400	11,547	51,392
Charge for the year	-	295	1,596	2,996	4,887
Eliminated on disposals	(28,774)	(1,383)	(6,400)	(5,419)	(41,976)
At 31 March 2022	-	3,583	1,596	9,124	14,303
Net book value					
At 31 March 2022	-	900	10,377	5,046	16,323
At 31 March 2021	201,410	1,429	1,600	7,092	211,531

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

16 Stock

	2022 £	2021 £
Stocks	2,260	2,679

17 Debtors

	2022 £	2021 £
Trade debtors	2,002	276
Prepayments	9,201	11,368
Accrued income	-	6,494
VAT recoverable	2,628	2,283
Other debtors	3,283	5,864
	17,114	26,285

18 Cash and cash equivalents

	2022 £	2021 £
Cash on hand	356	425
Cash at bank	683,049	378,285
	683,405	378,710

19 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	2,329	10,463
Other creditors	1,267	2,572
Accruals	3,554	3,770
Deferred income	111	-
	7,261	16,805

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

20 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2022 £	2021 £
Other		
Within one year	30,791	63,661
Between one and five years	33,800	112,028
After five years	-	27,329
	<u>64,591</u>	<u>203,018</u>

21 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £4,158 (2021 - £7,162).

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

22 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General funds	596,320	371,802	(344,062)	83,590	707,650
Restricted funds					
Chevithorne Family Suite	1,153	-	(280)	-	873
ELF@Home	-	4,500	(4,500)	-	-
Retail van	1,600	-	(1,600)	-	-
Counsellor	2,500	460	(690)	-	2,270
Transport	220	-	(172)	-	48
Patient equipment	608	-	(608)	-	-
Accommodation	-	1,000	-	-	1,000
Total restricted funds	<u>6,081</u>	<u>5,960</u>	<u>(7,850)</u>	<u>-</u>	<u>4,191</u>
Total funds	<u>602,401</u>	<u>377,762</u>	<u>(351,912)</u>	<u>83,590</u>	<u>711,841</u>
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £	
Unrestricted funds					
<i>General</i>					
General funds	763,925	487,928	(655,533)	596,320	
Restricted					
Chevithorne Family Suite	1,153	-	-	1,153	
ELF@Home	-	8,074	(8,074)	-	
Retail van	3,200	-	(1,600)	1,600	
Counsellor	5,000	-	(2,500)	2,500	
Transport	-	220	-	220	
Patient equipment	58	550	-	608	
Accommodation	4,000	-	(4,000)	-	
Total restricted funds	<u>13,411</u>	<u>8,844</u>	<u>(16,174)</u>	<u>6,081</u>	
Total funds	<u>777,336</u>	<u>496,772</u>	<u>(671,707)</u>	<u>602,401</u>	

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

The specific purposes for which the funds are to be applied are as follows:

Chevithorne Family Suite – The restricted funds represent amounts received for the Chevithorne project. The project is complete and the balance carried forward is to pay for the upkeep of the suite. There has not been any spend on this project in the year.

ELF@Home – The restricted fund represent amounts received for the ELF@Home project. This has been offset against the total expenditure in the year with no balance to carry forward.

Retail Van – Income has been received to fund the purchase and related costs of the retail van. The balance is to be offset against depreciation each year.

Counselling – Grants received to cover counselling staffing costs.

Transport – Income has been received in the period to help support the transport service.

Patient equipment – A donation was made to be spent on patient equipment.

Accommodation – Donations of £1,000 received in the prior year to help fund the accommodation which was spent in the year.

23 Analysis of net assets between funds

	Unrestricted funds Designated £	Restricted funds £	Total funds at 31 March 2022 £
Tangible fixed assets	16,323	-	16,323
Current assets	698,588	4,191	702,779
Current liabilities	(7,261)	-	(7,261)
Total net assets	707,650	4,191	711,841
	Unrestricted funds Designated £	Restricted funds £	Total funds at 31 March 2021 £
Tangible fixed assets	209,932	1,600	211,532
Current assets	403,193	4,481	407,674
Current liabilities	(16,805)	-	(16,805)
Total net assets	596,320	6,081	602,401

24 Related party transactions

There were no related party transactions in the year.