
MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2017

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

CONTENTS

	Page
Trustees' Report	1 - 4
Reference and Administrative Details of the Charity, its Trustees and Advisers	5 - 6
Independent Examiner's Report	7 - 8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 - 21

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 JANUARY 2017

The Trustees present their annual report together with the financial statements of Melanoma Research Foundation Limited (Melanoma Focus) for the year ended 31 January 2017. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) 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), as amended by update Bulletin 1 (effective 1 January 2016).

Since the company qualifies as small under section 383, the strategic report required of large and medium companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

OBJECTIVES AND ACTIVITIES

● POLICIES AND OBJECTIVES

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.

The incidence of melanoma has been rising steadily, doubling for females and almost trebling in males between 1990 and 2010. Each year there are now over 15,000 new diagnoses, accounting for 4% of all new cancer cases, and some 2,400 deaths. Nonetheless this is an encouraging time in melanoma medicine, with an increasing understanding of the biology of the disease and the emergence of new treatments that – as recent clinical trials and experience in treating patients suggest – hold the promise of long-term benefit for many melanoma sufferers.

The aim of Melanoma Focus is to improve the knowledge and understanding of all aspects of melanoma. The charity's objectives in achieving this aim include: making information and a better understanding of the disease, its treatment and avoidance available to patients, their families and the general public; improving knowledge among clinicians, scientists and others in the healthcare sector; acting as a professional membership organisation for everyone working in the melanoma field in the UK; contributing to national debates on issues affecting patients; and raising money to fund projects directly benefiting patients as well as clinical studies into aspects of the treatment of melanoma.

ACHIEVEMENTS AND PERFORMANCE

● REVIEW OF ACTIVITIES

During the year to 31 January 2017 Melanoma Focus made substantial advances on a number of fronts, especially in the services the charity provides for patients. The melanoma helpline was launched early in 2017. Manned each evening by a member of our team of specially-recruited skin cancer nurse specialists, this provides general assistance, information and emotional support to callers.

Meanwhile work on the online patient decision aid continued, leading to its launch after the year end. The charity's project to research and draft national clinical guidelines for ano-uro-genital melanoma was also well under way. Both these projects rely on the expertise of groups of clinicians, nurses and patient representatives, who generously donate their skill, time and effort to these tasks.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 JANUARY 2017

Work continued on the four research studies funded by Melanoma Focus under our Patient Impact Programme, based at the Universities of Dundee, Leeds, Newcastle and Stirling. The National Melanoma Database project – reflected in these accounts as restricted funds – made further progress in obtaining the support and collaboration of NHS Trusts. Data collection began at Lancashire Teaching Hospitals NHS Foundation Trust and discussions continued with the Somerset Cancer Register for the sharing of data.

Our two annual study days continue to be popular with the community of melanoma professionals. The Regional Meeting, in May 2016, was hosted by The Royal Marsden. Its popularity meant that the lecture theatre was filled to capacity. The Focus on Melanoma meeting, which took place in October at the Royal College of Physicians, also welcomed a large audience, with senior clinicians making up the majority of delegates.

Melanoma Focus continues to play its part as a NICE stakeholder, nominating clinical representatives from our membership to participate on behalf of the charity in technology appraisals of melanoma drug treatments. During the year we also became closely involved in the conversations between Government and melanoma clinicians, making the case on behalf of patients for the lifting of funding restrictions by the Cancer Drugs Fund.

FINANCIAL REVIEW

The charity's level of income continued to rise, with significant growth in corporate sponsorship, while the efforts of the many fundraisers who support the charity each year through a wide range of events and initiatives once more accounted for a significant proportion of our income.

Melanoma Focus received donations and other voluntary contributions totalling £127,940 (2016: £124,132) as well as membership subscriptions and income from the Focus and Regional meetings of £29,344 (2016: £31,694) and corporate sponsorship income of £94,000 (2016: £52,550) (some of this related to late payments from the previous year). We spent £23,697 on the cost of raising funds. Expenditure on the charity's main projects – the National Melanoma Database project and the Patient Impact Programme – was £48,302 (2016: £71,570) and £25,255 (2016: £214,107) respectively. Total expenditure amounted to £231,645 (2016: £409,385) for the year, of which £48,302 (2016: £71,570) was met from restricted funds.

● RESERVES POLICY

At the end of the year there were reserves of £461,531, comprising £308,117 of restricted funds (entirely for the National Melanoma Database project) and £153,414 of unrestricted funds. The charity's income is mainly from donations and discretionary sponsorship and as an indication of the expected level of this type of income, unrestricted funds continued to grow to £252.324 during 2017, up from £209,519 in 2016.

The Trustees aim to maintain free reserves in unrestricted funds at a minimum of £120,000. The level of reserves is considered satisfactory and the charity remains in a position to support its current commitments over the next few years, as well as able to embark on our other planned initiatives. Free reserves at 31 January 2017 are £147,581 and this excess over the minimum will be used to fund further projects. A cautious attitude will be maintained, especially over expenditure on indirect costs, and the Trustees will continue to review the level of free reserves periodically

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 JANUARY 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

● **CONSTITUTION**

The charity is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 3 January 2008 and has charity registration number 1124716.

The principal object of the charity is to improve the knowledge and understanding of all aspects of melanoma.

● **METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The company is the responsibility of the trustees who are elected in accordance with the terms in its Memorandum of Association. All directors of the company are also trustees of the charity, and there are no other trustees. The trustees named below served in the year. The board has the power to appoint additional trustees as it considers fit to do so based on their suitability for the role.

The Trustees who served during the year were:

Dr Katharine Acland
Mrs Deborah Anne Beirne
Professor Martin Gerald Cook
Dr Philippa Gail Corrie
Dr Mark Harries (appointed 20 January 2017)
Professor Paul Lorigan
Professor Richard Marais
Dr Jeremy Robert Marsden
Dr Paul Nathan
Mr Alan Howard Skyrme Peach
Professor Barry Powell

● **ORGANISATIONAL STRUCTURE AND DECISION MAKING**

The charity's organisational structure consists of a board of eleven Trustees. The Board of Trustees meets twice a year to review the charity's operations and strategy. At other times all Trustees are kept informed of issues affecting the charity and they contribute in making key decisions. The extent to which Trustees' responsibilities for decisions affecting the development and operation of the charity are devolved, day to day, to the CEO is set out in the CEO's contract of employment and terms of reference.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 JANUARY 2017

PLANS FOR FUTURE PERIODS

• **FUTURE ACTIVITIES**

Melanoma Focus expects to concentrate on growing its income further, mainly in support of research into the prevention and treatment of melanoma, while progressing its existing projects. Arrangements are also being made to use specialists to help the charity derive a greater proportion of its funding from grants and corporate sources. It also plans to investigate possible collaborations with counterpart charities overseas.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of The Melanoma Research Foundation Limited for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees, on 12 October 2017 and signed on their behalf by:

Professor Paul Lorigan
Trustee

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 JANUARY 2017**

Trustees

Dr Katharine Acland
Mrs Deborah Anne Beirne
Professor Martin Gerald Cook
Dr Philippa Gail Corrie
Dr Mark Harries
Professor Paul Lorigan
Professor Richard Marais
Dr Jeremy Robert Marsden
Dr Paul Nathan
Mr Alan Howard Skyrme Peach
Professor Barry Powell

Company registered number

06057181

Charity registered number

1124716

Registered office

Queen Anne House
Gonville Place
Cambridge
Cambridgeshire
CB1 1ND

Company secretary

Mr Martin Gerald Cook

Chief executive officer

Mr Simon Rodwell

Independent Examiner

Mrs J Coplowe FCA
Peters Elworthy & Moore
Chartered Accountants
Salisbury House
Station Road
Cambridge
CB1 2LA

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 JANUARY 2017**

Advisers (continued)

Bankers

Natwest
11 Western Boulevard
Bede Island
Leicester
LE2 7EJ

HSBC
32 Market Hill
Cambridge
CB2 3HZ

Solicitors

TWM Solicitors
65 Woodbridge Road
Guildford
Surrey
GU1 4RD

Gudgeons Prentice
Buttermarket
Stowmarket
Suffolk
IP14 1ED

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JANUARY 2017

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)

I report on the financial statements of the company for the year ended 31 January 2017 which are set out on pages 9 to 21.

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 JANUARY 2017

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed:

Dated: 23 October 2017

Mrs J Coplowe FCA

For and on behalf of Peters Elworthy & Moore
Chartered Accountants
Cambridge

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 JANUARY 2017**

	Note	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
INCOME FROM:					
Donations and Voluntary Contributions	2	127,940	-	127,940	124,132
Investments	4	1,040	-	1,040	1,143
Other trading activities	3	94,000	-	94,000	52,550
Charitable activities	5	29,344	-	29,344	31,694
TOTAL INCOME		252,324	-	252,324	209,519
EXPENDITURE ON:					
Raising funds	6	23,697	-	23,697	22,792
Charitable activities	7	159,646	48,302	207,948	386,593
TOTAL EXPENDITURE		183,343	48,302	231,645	409,385
NET INCOME / (EXPENDITURE)		68,981	(48,302)	20,679	(199,866)
NET MOVEMENT IN FUNDS		68,981	(48,302)	20,679	(199,866)
RECONCILIATION OF FUNDS:					
Total funds brought forward		84,433	356,419	440,852	640,718
TOTAL FUNDS CARRIED FORWARD		153,414	308,117	461,531	440,852

The notes on pages 11 to 21 form part of these financial statements.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
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REGISTERED NUMBER: 06057181

BALANCE SHEET
AS AT 31 JANUARY 2017

	Note	£	2017 £	£	2016 £
FIXED ASSETS					
Tangible assets	12		5,833		3,030
CURRENT ASSETS					
Debtors	13	57,762		16,274	
Cash at bank and in hand		604,341		643,555	
		<u>662,103</u>		<u>659,829</u>	
CREDITORS: amounts falling due within one year	14	<u>(177,315)</u>		<u>(162,035)</u>	
NET CURRENT ASSETS			484,788		497,794
TOTAL ASSETS LESS CURRENT LIABILITIES			490,621		500,824
CREDITORS: amounts falling due after more than one year	15		<u>(29,090)</u>		<u>(59,972)</u>
NET ASSETS			461,531		440,852
CHARITY FUNDS					
Restricted funds	16		308,117		356,419
Unrestricted funds	16		153,414		84,433
TOTAL FUNDS			461,531		440,852

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") relating to small companies and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Trustees on 12 October 2017 and signed on their behalf, by:

Professor Paul Lorigan

The notes on pages 11 to 21 form part of these financial statements.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017

1. ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

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) (effective 1 January 2015) - (Charities SORP (FRS 102)) as amended by Update Bulletin 1, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Melanoma Research Foundation Limited (Melanoma Focus) 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.

There were no significant estimates or judgements made by management in preparing these financial statements.

1.2 GOING CONCERN

The Trustees have reviewed the financial position of the charity and have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on the going concern basis.

1.3 COMPANY STATUS

The company is a company limited by guarantee. The members of the company are the Trustees named on page 5. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

1.4 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

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

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017

1. ACCOUNTING POLICIES (continued)

1.5 INCOME

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

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Income from 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.

Meeting income is recognised in the period to which it relates. Income received in advance is carried forward as deferred income on the balance sheet. Any amounts owing to the charity for meetings which have occurred during the accounting period are included as debtors.

Membership income is recognised in the period in which it is received.

Donations raised through JustGiving and related gift aid are recognised in the period in which the income is transferred to the company's bank account. Other donations raised directly are recognised when receivable and the amount can be measured reliably by the charity.

1.6 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Costs of raising funds are those incurred in the pursuit of raising voluntary income contributions.

Support costs are those incurred directly in support of the charitable activities and the general running of the charity.

Governance costs are those incurred in connection with administration of the charity, and to ensure compliance with constitutional and statutory requirements.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All resources expended are inclusive of irrecoverable VAT.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017

1. ACCOUNTING POLICIES (continued)

1.7 TURNOVER

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

1.8 TANGIBLE FIXED ASSETS AND DEPRECIATION

All assets costing more than £250 are capitalised.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	-	25% reducing balance
Computer equipment	-	25% reducing balance
Website	-	25% reducing balance

1.9 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.10 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.11 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.12 FINANCIAL INSTRUMENTS

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017**

2. INCOME FROM DONATIONS AND VOLUNTARY CONTRIBUTIONS

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Donations	122,169	-	122,169	124,132
Legacies	5,771	-	5,771	-
	<u>127,940</u>	<u>-</u>	<u>127,940</u>	<u>124,132</u>
Total donations and legacies	<u>127,940</u>	<u>-</u>	<u>127,940</u>	<u>124,132</u>
<i>Total 2016</i>	<u>124,132</u>	<u>-</u>	<u>124,132</u>	

3. OTHER TRADING ACTIVITIES

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	As restated Total funds 2016 £
FUNDRAISING INCOME				
Corporate sponsorship for Focus on Melanoma meetings	57,500	-	57,500	38,100
Corporate sponsorship for Regional meetings	36,500	-	36,500	14,450
	<u>94,000</u>	<u>-</u>	<u>94,000</u>	<u>52,550</u>
Income from corporate sponsorship	<u>94,000</u>	<u>-</u>	<u>94,000</u>	<u>52,550</u>

In 2017 corporate sponsorship of meetings has been shown separately from other meeting income.

4. INVESTMENT INCOME

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Deposit account interest	1,040	-	1,040	1,143
	<u>1,040</u>	<u>-</u>	<u>1,040</u>	<u>1,143</u>
<i>Total 2016</i>	<u>1,143</u>	<u>-</u>	<u>1,143</u>	

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017**

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	As restated Total funds 2016 £
Membership fees	7,310	-	7,310	7,018
Focus on Melanoma Meeting income	16,561	-	16,561	20,546
Regional meeting income	5,473	-	5,473	3,730
Mucosal Project	-	-	-	400
	<u>29,344</u>	<u>-</u>	<u>29,344</u>	<u>31,694</u>
<i>Total 2016</i>	<u>31,694</u>	<u>-</u>	<u>31,694</u>	

In 2017 corporate sponsorship of meetings has been shown separately from other meeting income.

6. EXPENDITURE ON RAISING FUNDS

	Activities £	2017 £	2016 £
Fundraising Activities	7,977	7,977	8,629
Fundraising Officer	15,720	15,720	14,163
	<u>23,697</u>	<u>23,697</u>	<u>22,792</u>
Total	<u>23,697</u>	<u>23,697</u>	<u>22,792</u>

In 2016 all expenditure on raising funds was met from unrestricted funds.

7. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct costs (Note 7) £	Support and Governance costs (Note 8) £	2017 £	2016 £
Charitable Activities	187,012	20,936	207,948	386,593
	<u>187,012</u>	<u>20,936</u>	<u>207,948</u>	<u>386,593</u>

In 2016 £71,570 of expenditure on charitable activities was met from restricted funds, with the balance being met from unrestricted funds.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017**

8. DIRECT COSTS

	Activities £	Total 2017 £	Total 2016 £
Melanoma database project	48,302	48,302	71,570
Patient Impact Programme (PIP) project	25,255	25,255	214,107
Meeting costs	31,335	31,335	38,920
Travel, accommodation and subsistence	2,089	2,089	1,468
Mucosal Project	21,025	21,025	713
Helpline	5,279	5,279	-
PDA Project	101	101	-
Wages and salaries	50,427	50,427	41,190
National insurance	1,254	1,254	1,020
Depreciation	1,945	1,945	1,013
	<u>187,012</u>	<u>187,012</u>	<u>370,001</u>
<i>Total 2016</i>	<u>370,001</u>	<u>370,001</u>	

The Melanoma database project costs comprise:

	2017 £	2016 £
ICARSIS database fees:		
- Royal Preston	-	27,500
- Interrogation system costs	-	40,000
- Interrogation/Reporting/National Repository costs	55,000	-
- No VAT payable (previously accrued)	-	(11,000)
Payments to cover the post of database administrator (12 months):		
- Mount Vernon Hospital (East & North Herts NHS Trust)	(9,260)	(12,500)
- Royal Preston	-	25,000
Administration costs:		
- Travel expenses	225	695
- Consultancy fees	2,337	1,875
Total	<u>48,302</u>	<u>71,570</u>

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017**

9. SUPPORT AND GOVERNANCE COSTS

	Support £	Governance £	Total 2017 £	Total 2016 £
Rent	11,693	-	11,693	11,561
Bank charges	75	-	75	207
Office consumables	43	-	43	48
Postage and stationery	361	-	361	561
Computer, Website and Internet	1,139	-	1,139	1,127
Legal and Professional fees	5,729	-	5,729	754
Accountancy	-	1,496	1,496	1,934
Independent Examination	-	400	400	400
	<u>19,040</u>	<u>1,896</u>	<u>20,936</u>	<u>16,592</u>
<i>Total 2016</i>	<u>14,258</u>	<u>2,334</u>	<u>16,592</u>	

In 2016, all Support and Governance costs were met from unrestricted funds.

10. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2017 £	2016 £
Depreciation of tangible fixed assets: - owned by the charity	1,945	1,013
Accountancy	1,496	1,934
Independent Examination	400	400
	<u>3,841</u>	<u>3,347</u>

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017

11. STAFF COSTS, KEY MANAGEMENT PERSONNEL, TRUSTEES' REMUNERATION AND EXPENSES

Staff costs were as follows:

	2017	2016
	£	£
Wages and salaries	50,427	41,190
Social security costs (net of Employer Allowance)	1,254	1,020
	<hr/> 51,681 <hr/>	<hr/> 42,210 <hr/>

The average number of persons employed by the company during the year was as follows:

	2017	2016
	No.	No.
	2	2

No employee received remuneration amounting to more than £60,000 in either year.

The charity considers its key personnel to be the Trustees and Chief Executive, Mr S H Rodwell. Mr S H Rodwell was paid a gross annual salary (including Employer's National Insurance Contributions) of £38,938 (2016: £36,438) during the year. The Trustees all give their time and expertise without any kind of remuneration or other benefit in kind (2016: £Nil).

During the year, 1 Trustee was reimbursed for travel expenses totalling £48 (2016: No trustees received any reimbursement of expenses).

During the year, voluntary contributions totalling £338 were received from 3 trustees (2016: £365 between 4 trustees).

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017**

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Website £	Total £
COST				
At 1 February 2016	524	706	10,894	12,124
Additions	-	4,108	640	4,748
At 31 January 2017	<u>524</u>	<u>4,814</u>	<u>11,534</u>	<u>16,872</u>
DEPRECIATION				
At 1 February 2016	419	334	8,341	9,094
Charge for the year	26	1,120	799	1,945
At 31 January 2017	<u>445</u>	<u>1,454</u>	<u>9,140</u>	<u>11,039</u>
NET BOOK VALUE				
At 31 January 2017	<u>79</u>	<u>3,360</u>	<u>2,394</u>	<u>5,833</u>
At 31 January 2016	<u>105</u>	<u>372</u>	<u>2,553</u>	<u>3,030</u>

13. DEBTORS

	2017 £	2016 £
Other debtors	53,010	6,786
Prepayments and accrued income	4,752	9,488
	<u>57,762</u>	<u>16,274</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Other taxation and social security	590	-
Other creditors	172,818	159,701
Accruals and deferred income	3,907	2,334
	<u>177,315</u>	<u>162,035</u>

DEFERRED INCOME

Resources deferred during the year (income for 2017 Focus/Regional meetings)	<u>541</u>
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MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017**

15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2017	2016
	£	£
Other creditors	29,090	59,972
	<u><u>29,090</u></u>	<u><u>59,972</u></u>

16. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 February 2016 £	Income £	Expenditure £	Balance at 31 January 2017 £
Unrestricted - General Funds	84,433	252,324	(183,343)	153,414
Restricted - National Melanoma Database	356,419	-	(48,302)	308,117
Total of funds	440,852	252,324	(231,645)	461,531
	<u><u>440,852</u></u>	<u><u>252,324</u></u>	<u><u>(231,645)</u></u>	<u><u>461,531</u></u>

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 February 2015 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 January 2016 £
Unrestricted - General Funds	212,729	209,519	(337,815)	-	84,433
	<u>212,729</u>	<u>209,519</u>	<u>(337,815)</u>	<u>-</u>	<u>84,433</u>
Restricted - National Melanoma Database	427,989	-	(71,570)	-	356,419
	<u>427,989</u>	<u>-</u>	<u>(71,570)</u>	<u>-</u>	<u>356,419</u>
Total of funds	640,718	209,519	(409,385)	-	440,852
	<u><u>640,718</u></u>	<u><u>209,519</u></u>	<u><u>(409,385)</u></u>	<u><u>-</u></u>	<u><u>440,852</u></u>

The National Melanoma Database restricted fund has been set up in order to create a database of melanomas, treatment patterns and success rates.

MELANOMA RESEARCH FOUNDATION LIMITED (MELANOMA FOCUS)
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2017**

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £
Tangible fixed assets	5,833	-	5,833
Current assets	353,986	308,117	662,103
Creditors due within one year	(177,315)	-	(177,315)
Creditors due in more than one year	(29,090)	-	(29,090)
	<u>153,414</u>	<u>308,117</u>	<u>461,531</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £
Tangible fixed assets	3,030	-	3,030
Current assets	303,411	356,419	659,830
Creditors due within one year	(162,036)	-	(162,036)
Creditors due in more than one year	(59,972)	-	(59,972)
	<u>84,433</u>	<u>356,419</u>	<u>440,852</u>

18. RELATED PARTY TRANSACTIONS

Chief Executive Mr S H Rodwell was owed £632 (2016: £630) by the charity for expenses paid personally on behalf of Melanoma Focus.

There were no other related party transactions during the year.