

Registered Charity No. 516208

The Annette Fox Leukaemia Research Fund

UNAUDITED FINANCIAL STATEMENTS

for the year ended

31 March 2017

The Annette Fox Leukaemia Research Fund

TRUSTEES AND PRINCIPAL ADVISORS

TRUSTEES

J Bentley (Chair)
L Parapia
C Parapia (Treasurer)
H Johnson
L Selway (Resigned 3 March 2017)
M C Heaton
D Robertshaw
A Williams
A Cuthbert (Appointed 4 August 2017)

FUND ADMINISTRATOR

M Adam

SOLICITORS

Keeble Hawson
Protection House
16/17 East Parade
Leeds
LS1 2BR

BANKERS

Barclays Bank Plc
Manningham Carlisle Street Branch
2 Carlisle Street
Bradford
BD8 7PA

ACCOUNTANTS

Ian Milner FCA
Chartered Accountant
2 Langthorne Court
Leeds
LS27 9DR

The Annette Fox Leukaemia Research Fund

TRUSTEES' REPORT

The trustees submit their report and the financial statements of The Annette Fox Leukaemia Research Fund for the year ended 31 March 2017.

OBJECTIVES AND ACTIVITIES

The Trustees continue to be guided by the original objectives as set out by the Trust Deed of 1985 which are embodied in the updated Trust Deed of 2009.

The Trustees are mindful of their need to be in tune with developments in the treatment of leukaemia and related blood disorders in the 21st Century and remain in negotiation with Bradford Hospitals NHS Foundation Trust about the creation and development of a new site for such treatment. Representatives from AFLRF have attended a number of planning meetings with hospital managers over the course of the year with this in mind.

The trustees have had regard to the Charity Commission's guidance on public benefit and are mindful to ensure that the charity remains adherent to the guidance.

The objective as set out in the Trust Deed is the relief of sickness and in particular leukaemia, lymphoma and other related haematological diseases by implementing the improvement of patient facilities and promoting research into the cause, treatment and cure of such conditions in Bradford and surrounding district.

The charity aims to fulfil its objectives by providing direct financial support to patients and their immediate families, and on a wider basis, promoting initiatives which improve the quality of care.

The charity also provides financial assistance towards the purchase of new equipment and resources which facilitate improvements in client care and enable medical research and clinical trialling of new treatments.

ACHIEVEMENTS AND PERFORMANCE

This year has been another successful year for the AFLRF in spite of yet another year of disappointing returns from interest on our investments. Our funds have remained fairly static but we have large projects in mind for the immediate future so it has been prudent to conserve those funds for them.

We are increasing the number of hours to support our Welfare Rights Officer with immediate effect as demand for his help and expertise is increasing all the time and we are looking to expand into the Airedale area to provide help.

Welfare grants continue to be sought after in these times of extended periods of austerity and Jonathan, our Welfare Rights Officer, accesses many other sources of income and support for service users.

In a recent National Cancer Patients Experience Survey carried out in 2016, the Haematology Unit of Bradford Teaching hospitals NHS Foundation Trust scored extremely highly with over 69% of patients stating that they received information about where to get financial help and 89% being told about how to access free prescriptions, the national averages being 58% and 86% respectively.

The Annette Fox Leukaemia Research Fund

TRUSTEES' REPORT

2016 National Cancer Patient Experience Survey
Bradford Teaching Hospitals NHS Foundation Trust

Support for people with cancer

	Q20. Hospital staff gave information about support groups		Q21. Hospital staff gave information about impact cancer could have on day to day activities		Q22. Hospital staff gave information on getting financial help		Q23. Hospital staff told patient they could get free prescriptions	
Cancer type	This Trust [§]	National	This Trust [§]	National	This Trust [§]	National	This Trust [§]	National
Brain / CNS	n.a.	84%	*	81%	n.a.	67%	*	71%
Breast	92%	89%	89%	85%	64%	62%	87%	80%
Colorectal / LGT	72%	84%	73%	82%	27%	54%	*	82%
Gynaecological	*	83%	*	79%	*	58%	*	77%
Haematological	81%	83%	61%	82%	69%	58%	89%	86%
Head and Neck	*	83%	*	80%	*	59%	*	79%
Lung	*	83%	*	80%	*	69%	*	84%
Prostate	96%	86%	89%	83%	*	44%	*	79%
Sarcoma	*	83%	*	82%	*	56%	n.a.	78%
Skin	*	86%	*	82%	*	52%	*	62%
Upper Gastro	*	83%	*	80%	*	60%	*	84%
Urological	56%	74%	50%	72%	20%	35%	*	67%
Other	*	80%	*	77%	*	55%	*	80%
All Cancers	81%	84%	76%	81%	52%	56%	80%	80%

[§] These are unadjusted scores

Whilst we have ceased funding the post of Clinical Nurse Specialist we are negotiating with Bradford NHS Foundation Trust to focus more on research whether that be the establishment of a research project or to support a member of staff.

We are also looking at improvements in the Annette Fox Haematology Unit itself to assist in a more direct way in improving patient care and the patient experience.

We continue to fund Aromatherapy on a sessional basis and this year a total of 213 patients have benefitted from the service and in all 419 patients have been visited.

Finally, we were very pleased to be able to provide support for a day trip to Flamingo Land. Over 30 children and carers went on the trip and thoroughly enjoyed their day out. We hope to be able to continue this worthwhile way of providing short respite breaks in the future.

FINANCIAL REVIEW

The current year has seen a significant increase in income compared to 2016, arising mainly from the receipt of a large legacy, a substantial donation from a generous benefactor, and an improvement in investment returns.

Investment returns have improved significantly as a result of increasing interest rates and active management on an annual basis.

The Annette Fox Leukaemia Research Fund

TRUSTEES' REPORT

Other sources of income have remained relatively constant, and as a result, the charity now has more than adequate resources to continue in the future.

The trustees are constantly looking for new opportunities to fund research and to improve the way in which care and support is provided to those in clinical or financial need.

The general fund amounted to £1,136,172 as at 31 March 2017 (2016 £1,119,407) which is considered prudent having regard to the charity's anticipated future requirements.

The Trust Deed provides that the trustees may invest monies in accordance with the Trustee Act 2000.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is a non-corporate registered charity (number 516208), founded by Trust Deed in 1985 which was updated in May 2009.

Trustees are appointed by the Board of Trustees and serve for an indefinite period. The Trust Deed provides for no minimum or maximum number of trustees, although a quorum of four trustees is required at any meeting.

The trustees determine the general policy of the charity, and agree the broad strategy and areas of activity for the trust, including consideration of grant making, investment, reserves and risk management policies and performance. The day to day administration of grants and the processing and handling of applications prior to consideration by the trustees is delegated to the administrator.

The Board keeps the skill requirements for the trustees under review and in the event that a trustee permanently retires or additional new trustees are required, the board seeks new trustees from persons known personally to them, or from a list of persons recommended to the Board by donors or sponsors. The ultimate decision on selection is, however, a matter for the Board of Trustees.

The induction process for any newly appointed trustee comprises an initial meeting with the Chair and the Board, followed by a series of short meetings with the chair on investments, the grant making process, powers and responsibilities of the trustee board. The welcome pack includes a brief history of the Trust, copies of relevant Board minutes, a copy of the latest annual reports and accounts, a copy of the governing trust deed and a copy of the Charity Commission's guidance 'The essential Trustee: What you need to know'.

TRUSTEES

The trustees who served during the year are as follows:

J Bentley (Chair)
L Parapia
C Parapia (Treasurer)
H Johnson
L Selway (Resigned 3 March 2017)
M C Heaton
D Robertshaw
A Williams
A Cuthbert (Appointed 4 August 2017)

The Annette Fox Leukaemia Research Fund

TRUSTEES' REPORT

PRINCIPAL OFFICE

Annette Fox Haematology Unit
Ward 7
Bradford Royal Infirmary
Duckworth Lane
Bradford
BD9 6RJ

RISK

The major risks to which the charity is exposed as identified by the trustees have been reviewed and systems have been established to manage those risks.

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that the accounts are true and fair.

J Bentley
Chairman
30 November 2017

C Parapia
Treasurer
30 November 2017

The Annette Fox Leukaemia Research Fund

TRUSTEES' RESPONSIBILITIES IN THE PREPARATION OF FINANCIAL STATEMENTS

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year, and of its financial position at the end of the year. In preparing those financial statements, the trustees should follow best practice and:

- a. select suitable accounting policies and then apply them consistently;
- b. make judgments and accounting estimates that are reasonable and prudent;
- c. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the requirements of the Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ANNETTE FOX LEUKAEMIA RESEARCH FUND

I report on the financial statements of The Annette Fox Leukaemia Research Fund for the year ended 31 March 2017, which are set out on pages 8 to 14.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To 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 Commissioners. An examination includes a review of the accounting records kept by the charity 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.

INDEPENDENT EXAMINERS STATEMENTS

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 130 of the Act; and
 - To prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave 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.

Ian Milner

Chartered Accountant
2 Langthorne Court
Morley
Leeds
LS27 9DR

30 November 2017

The Annette Fox Leukaemia Research Fund

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 March 2017

	<i>Notes</i>	2017 Unrestricted Funds £	2016 Unrestricted Funds £
INCOMING RESOURCES			
Incoming resources from charitable activities:			
Donations		23,194	14,587
Legacies		8,541	-
Fund-raising and functions		41,850	22,368
Investment income	1	12,195	4,950
		<hr/>	<hr/>
TOTAL INCOMING RESOURCES		85,780	41,905
		<hr/>	<hr/>
RESOURCES EXPENDED			
Charitable expenditure		35,077	98,779
Fund raising		11,414	11,853
Management and administration		22,524	21,882
		<hr/>	<hr/>
TOTAL RESOURCES EXPENDED	2	69,015	132,514
		<hr/>	<hr/>
NET MOVEMENT IN FUNDS		16,765	(90,609)
BALANCE BROUGHT FORWARD 1 APRIL 2016		1,119,407	1,210,016
		<hr/>	<hr/>
BALANCE CARRIED FORWARD 31 March 2017		1,136,172	1,119,407
		<hr/> <hr/>	<hr/> <hr/>

There are no recognised gains and losses in 2017 other than the net income for the year.

All operations are continuing.

The Annette Fox Leukaemia Research Fund

BALANCE SHEET

As at 31 March 2017

	<i>Notes</i>	2017	2016
FIXED ASSETS			
Office equipment		-	-
Investments	6	25,000	25,000
		<u>25,000</u>	<u>25,000</u>
CURRENT ASSETS			
Debtors	7	5,321	688
Short term deposits		1,073,337	1,081,297
Cash at bank and in hand		37,254	31,041
		<u>1,115,912</u>	<u>1,113,026</u>
CREDITORS: Amounts falling due within one year	8	(4,740)	(18,619)
		<u>1,111,172</u>	<u>1,094,407</u>
NET CURRENT ASSETS			
		<u>1,136,172</u>	<u>1,119,407</u>
NET ASSETS			
		<u>1,136,172</u>	<u>1,119,407</u>
FUNDS OF THE CHARITY			
UNRESTRICTED FUNDS		1,136,172	1,119,407
		<u>1,136,172</u>	<u>1,119,407</u>

The financial statements on pages 8 to 13 were approved by the board of trustees and authorised for issue on 30 November 2017 and are signed on its behalf by:

J Bentley
Trustee

C Parapia
Trustee

The Annette Fox Leukaemia Research Fund

ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been in accordance with the Charities Statement of Recommended Practice Accounting (FRS102) effective 1 January 2015, and with applicable charity law.

There are no material uncertainties about the charities ability to continue.

The charity is a public benefit entity, providing support and advice to all members of the community as a need is identified.

No judgements were made in the course of preparing accounts.

FUNDS ACCOUNTING

During the financial year the charity did not have any designated, restricted or endowment funds hence the total funds are unrestricted and may be spent on any legitimate charitable aim as laid down in the Charity's Trust Deed.

INCOMING RESOURCES

Income is recognised generally when the charity becomes entitled to it, it is probable that the income will be received, and the amount receivable can be measured reliably. The following specific policies are applied to particular categories of income:

Donations are recognised on receipt, unless there are specific terms and conditions which must be satisfied before the charity becomes entitled to the resources. Donations in kind, where material, are included in the accounts at market value.

Legacies are recognised when it is probable that they will be received. Receipt is normally probable when there has been a grant of probate, it has been confirmed that there are sufficient assets in the estate to pay the legacy, and any conditions attached to the legacy have been satisfied.

Investment income is recognised where the general conditions for income recognition are met.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis when a legal or contractual obligation exists at the balance sheet date.

Resources expended are allocated according to the nature of the activity undertaken.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services including grants made to fund a research assistant, grants to individuals and their relatives and dependants for the relief of suffering

Fund raising costs include expenditure related to the organisation of promotional events such as dinner dances, family days and sponsored events, and items for re-sale.

Administration costs include those costs associated with meeting the constitutional and statutory requirements of the charity, general running costs, independent examination fees, and costs linked to the strategic and day to day management. Other costs, including the costs of trustee meetings are met by the trustees personally

The Annette Fox Leukaemia Research Fund

ACCOUNTING POLICIES

INVESTMENTS

Investments are carried at market value at the balance sheet date.

The Annette Fox Leukaemia Research Fund

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

1.	INVESTMENT INCOME			2017	2016
	Bank and other interest			12,195	4,950
				<u> </u>	<u> </u>
2.	TOTAL RESOURCES EXPENDED			2017	2016
		Notes	Staff costs £	Other costs £	Total £
	Charitable expenditure				
	Direct charitable expenditure	3	21,980	13,097	35,077
	Fund-raising and publicity	4	-	11,414	11,414
	Management and administration of the charity	5	18,060	4,464	22,524
			<u> </u>	<u> </u>	<u> </u>
			40,040	28,975	69,015
			<u> </u>	<u> </u>	<u> </u>
	Staff costs			2017 £	2016 £
	Recharged costs			40,040	67,814
				<u> </u>	<u> </u>
<p>Staff costs represent amounts recharged by Bradford National Health Service Trust, and Bradford Disability Services for services provided to the trust.</p> <p>The trustees received no remuneration, and no staff earned more than £60,000 per annum.</p> <p>The average number of staff employed in each area was:</p>					
				2017 No.	2016 No.
	Management and administration			1	1
	Clinical care			-	1
	Welfare Rights			1	1
				<u> </u>	<u> </u>

The Annette Fox Leukaemia Research Fund

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

3. DIRECT CHARITABLE EXPENDITURE

	2017	2016
	£	£
Clinical Nursing costs	-	48,500
Welfare grants	6,454	7,865
Flamingo Land trip	1,800	-
Ward 7 upkeep – new wet room	68	18,190
Welfare rights officer	21,980	19,314
Aromatherapy	4,470	4,910
Training grants	305	-
	<u>35,077</u>	<u>98,779</u>

4. FUND RAISING AND PUBLICITY

	2017	2016
	£	£
Function expenses	9,119	7,398
Promotional expenses	153	1,178
Printing, postage and stationery	2,006	2,894
Sundries	-	216
Travelling	136	167
	<u>11,414</u>	<u>11,853</u>

5. MANAGEMENT AND ADMINISTRATION OF THE CHARITY

	2017	2016
	£	£
Sundries, insurance and telephone	851	950
Management staff costs	18,060	17,564
Storage	2,313	1,840
Accountancy and Independent Inspection	1,300	1,300
Depreciation	-	228
	<u>22,524</u>	<u>21,882</u>

The Annette Fox Leukaemia Research Fund

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

6 INVESTMENTS

	2017 £	2016 £
National Savings Income Bond	25,000	25,000

7 DEBTORS

	2017 £	2016 £
Prepayments and accrued income	4,746	63
Tax recoverable	625	625
	5,371	688

8 CREDITORS: Amounts falling due within one year

	2017 £	2016 £
Accruals	4,740	18,619
