

**BRITISH ASSOCIATION FOR CANCER RESEARCH**

**Registered Charity No.289297**

**Accounts for the period 1st April 2018 to 31st March 2019**

**President**

Prof. Margaret Frame

**Chair**

Prof. Julian Downward

**Honorary Treasurer**

Dr. Amanda Harvey

**Honorary Secretary**

Prof. Michelle Garrett (to November 2018)  
Prof. Valerie Speirs (from November 2018)

**Secretariat**

Janet Alexander  
Leeds Institute of Cancer and pathology  
Clinical Sciences Building  
St James's University Hospital  
Beckett Street  
Leeds LS9 7TF

**Bankers**

National Westminster Bank PLC  
501 Silbury Boulevard  
Saxon Gate East  
Central Milton Keynes  
MK9 3ER

**Independent Examiners**

Broadhead Peel Rhodes Limited  
Chartered Accountants & Registered Auditors  
27a Lidget Hill  
Pudsey LS28 7LG

# BRITISH ASSOCIATION FOR CANCER RESEARCH

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**BRITISH ASSOCIATION FOR CANCER RESEARCH**  
**TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

**Reference and Administrative Details of the Charity, its Trustees and Advisors**

There are three officers of the Association: The Chairman, The Honorary Secretary and The Honorary Treasurer. The Chairman is an ordinary member who is elected to office annually for a maximum three-year term by the ordinary members at an Annual General Meeting; The Honorary Secretary and Honorary Treasurer are both ordinary members, elected by the ordinary members present at the Annual General Meeting; both serve until the next Annual General Meeting and are eligible for re-election up to a maximum term of five years. There is a one-year overlap between the final year of the current officer's term of office, and the first year of the newly appointed officer (termed officer-elect for this period). This overlap period facilitates smooth transition between officer posts and their successors. The Association's Executive Committee consists of the three Officers of the Association (plus any officer-elects), plus nine ordinary members elected as described in the Rules. Provision is also made to co-opt member(s) where specific expertise is required. The President holds a non-executive position, is not a trustee and is elected for a four-year term.

For the accounting period the BACR executive comprised of: Professor Margaret Frame (President, retired November 2018), Professor Karen Vousden (from November 2018) Professor Julian Downward (Chair), Professor Michelle Garrett (Honorary Secretary retired November 2018), Professor Valerie Speirs (Honorary Secretary from November 2018), Dr Amanda Harvey (Honorary Treasurer), Richard Bayliss (retired November 2018), Charlotte Bevan (retired November 2018), Anna Grabowska, Claire Perks, (retired November 2018) Craig Murdoch, Barry Davies, Kevin Ryan, Sarah Storr, Isabel Pires (co-opted member), Robert Wilkinson (co-opted member), David Scott (co-opted member) and Sophie Roberts (Student Representative).

Newly elected trustees are supplied with documentation, obtained from the Charity Commission, outlining their responsibilities as trustees of the Charity. They, along with pre-existing trustees, are also regularly updated with Charity Commission News and Charity Matters e-magazine. The association is also a member of the National Council of Voluntary Organisations (NCVO) that keeps it informed of relevant voluntary sector and charity information.

**Structure, Governance and Management**

The Association is constituted as an unincorporated association, and its governing document is its constitution. The BACR has a charitable registration number (289297) and its principal address during this reporting period was BACR Secretariat, c/o Leeds Institute of Molecular Medicine, Clinical Sciences Building, St. James's University Hospital, Beckett Street, Leeds, LS9 7TF.

The Association maintains its own Secretariat: Mrs Janet Alexander (now based within the Leeds Institute of Medical Research at St James) who was appointed as the BACR Administrative Secretary on 1<sup>st</sup> January 2010. Applicable law requires the trustees to prepare for each financial year accounts that give a true and fair view of the state of affairs of the Association and the surplus or deficit of the Association for that period. In preparing those accounts the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates which are reasonable and prudent
- prepare the accounts on a going-concern basis unless it is inappropriate to presume that the Association will continue in business

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

The BACR accounts are scrutinized annually by Independent Examiners; their report is appended to this trustees' report. A resolution to appoint Independent Examiners ahead of the next financial year will be put forward to the membership by the Honorary Treasurer, at the 2019 AGM.



### **Objectives and Activities**

Under its Constitution, the Association's objects are for the promotion of the advance of research in relation to all aspects of cancer by encouraging the exchange of information. The policies adopted in furtherance of these are (i) the organising of meetings and workshops and (ii) the provision of funds to support BACR members in attending these and other such meetings. There has been no change in the remit of the BACR with respect to its activities during the reporting period.

### **Achievements and Performance**

During the reporting period the Association organised and held four meetings which were the BACR student conference (The Francis Crick Institute London, November 2018), Response and Resistance in Cancer Therapy (University of Kent September 2018), The Challenges Preventing Cancer Cure (The Francis Crick Institute, London March 2019) and 3D model workshop (University of Leeds May 2018).

All of these meetings were successful with the latter two being particularly profitable. The Response and Resistance in Cancer Therapy was reported by the participants as being an excellent meeting and there are plans to repeat this in September 2020. The BACR also provided plenary speaker sponsorship at the annual NCRI meeting in November 2018 along with two poster prizes.

The travel awards remain a central focus of BACR business and, although in 2018-19 the amount spent on awards appears low; this is offset as some of the costs have been accounted for in the 2017-18 financial year. £14,085 was provided to support researchers to attend national and international conferences to present their work.

### **Financial Review**

The principal funding source for the association is its capital investment and membership subscriptions. The investment portfolio is managed with an ethical concern that prohibits funds being invested in any tobacco or tobacco-related companies. The portfolio management company delivers an annual report to trustees with additional advice being delivered, also in the form of an annual report, by an independent financial advisor. The Association does not currently have any social or programme related investments.

During the year, the Association received donations and legacies in the sum of £218,704 which included the proceeds of an estate bequeathed to the BACR in 2017-18. In the course of its normal activities, the BACR recorded a surplus for the year of £218,059 and recorded an increase in investment market value of £20,318. This resulted in an overall surplus for the accounting period from all activities in the sum of £238,377.

### **Plans for the Future**

Two meetings are planned for 2019-20 which are the Tumour Microenvironment conference (University of Nottingham in July 2019) and a joint BACR and Breast Cancer Now breast cancer meeting (Newcastle October 2019). Beyond 2019-20 a further Response and Resistance in Cancer Therapy meeting is planned at the University of Kent (September 2020) which will follow the BACR 60<sup>th</sup> Anniversary Meeting (University of Nottingham in early September 2020). In addition, the BACR remains an active participant in the annual NCRI meeting (November 2019) where it will provide sponsorship for a keynote lecture and a poster prize. Discussions are underway for a second BACR student conference, possibly early in 2021.



**By order of the Executive Committee**

Dr Amanda Harvey, Honorary Treasurer, BACR

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE  
BRITISH ASSOCIATION FOR CANCER RESEARCH (CHARITY NO. 289297)**

I report on the accounts of the Charity for the year ended 31st March 2019, which are set out on pages 4 to 9.

**Respective Responsibilities of Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- to examine the accounts under Section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

**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 130 of the Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*S.B. Hinchcliffe*

Stephen Hinchcliffe FCCA ACA  
Broadhead Peel Rhodes Limited  
Chartered Accountants & Registered Auditors  
27a Lidget Hill  
Pudsey LS28 7LG

Date: 25 October 2019



**BRITISH ASSOCIATION FOR CANCER RESEARCH**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2019**

	Note	Restricted Funds £	Unrestricted Funds £	Total Funds £	Prior Period Total Funds £
<b>Incoming resources</b>					
From generated funds;					
Voluntary income		-	218,704	218,704	12,386
Activities for generating funds		-	101,537	101,537	77,316
Investment income		-	17,695	17,695	16,319
From charitable activities		-	50,156	50,156	56,229
Other		-	-	-	-
<b>Total incoming resources</b>		<u>-</u>	<u>388,092</u>	<u>388,092</u>	<u>162,250</u>
<b>Resources expended</b>					
Costs of generating funds;					
Costs of generating funds		-	132,597	132,597	123,248
Charitable activities		-	29,502	29,502	70,577
Governance costs	2	-	7,934	7,934	10,011
<b>Total resources expended</b>		<u>-</u>	<u>170,033</u>	<u>170,033</u>	<u>203,836</u>
<b>Net incoming/(outgoing) resources before transfers</b>		-	218,059	218,059	(41,586)
<b>Transfers</b>					
Gross transfers between funds		-	-	-	-
<b>Net incoming/(outgoing) resources before holding gains and losses</b>		-	218,059	218,059	(41,586)
Transfers between funds					
Holding gains/(losses)-(realised and unrealised)					
Gains/(losses) on investment assets		-	20,318	20,318	(5,983)
<b>Net movements in funds</b>		-	238,377	238,377	(47,569)
<b>Reconciliation of Funds</b>					
Total funds brought forward		<u>32,374</u>	<u>941,752</u>	<u>974,126</u>	<u>1,030,695</u>
<b>Total funds carried forward</b>		<u>32,374</u>	<u>1,180,129</u>	<u>1,212,503</u>	<u>983,126</u>

**BRITISH ASSOCIATION FOR CANCER RESEARCH**

**BALANCE SHEET AS AT 31ST MARCH 2019**

	Notes	2019 £	2018 £
<b>FIXED ASSETS</b>	3		
Investments		839,663	619,345
Intangible assets		-	-
Tangible assets		480	564
		<u>840,143</u>	<u>619,909</u>
<b>CURRENT ASSETS</b>			
Debtors	4	3,609	12,680
Cash at bank and in hand	5	428,270	391,518
		<u>431,879</u>	<u>404,198</u>
<b>CREDITORS</b>			
Amounts falling due within one year	6	59,519	49,981
<b>NET CURRENT ASSETS/ (LIABILITIES)</b>		<u>372,360</u>	<u>354,217</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>1,212,503</u>	<u>974,126</u>
<b>INCOME FUNDS</b>			
Restricted funds	7	32,374	32,374
Unrestricted funds		1,180,129	941,752
		<u>1,212,503</u>	<u>974,126</u>

The accounts were approved by the Executive Committee on 18 October 2019 and signed on their behalf by:

Amanda Harvey - Honorary Treasurer

*Amanda Harvey*

# BRITISH ASSOCIATION FOR CANCER RESEARCH

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2019

### 1. ACCOUNTING POLICIES

#### Basis of accounting

The accounts have been prepared in accordance with the Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS 102) issued by the Charity Commission.

#### Accounting convention

The accounts are prepared under the historical cost convention. The accounts include the results of the associations operations which are described in the Trustees' Report, all of which are continuing.

#### Fixed assets investments

Investments are included at market value.

#### Tangible fixed assets and depreciation

Fixtures and fittings are written off on a 15% reducing balance basis.

#### Intangible assets and amortisation

The website development cost has been amortised in full.

#### Restricted funds

The association has the following restricted funds;

1. The Translational Award, which allows the association to present the annual BACR Translational Research Award to a young investigator.
2. The G Hamilton-Fairley Memorial Fund, which provides an award at the annual NCRI conference and/or a BACR special conference.
3. The AstraZeneca Fund, which combines the Tom Connors AstraZeneca Fund with the Frank Rose Fund. This fund provides support for both annual BACR AstraZeneca Young Scientist Frank Rose Award Lecture.

Movements in these funds are detailed in Note 7 to the accounts.

#### Future meetings

Payments made and income received in respect of meetings to be held in a future year are carried forward to be brought into account in the year in which the meetings are held.

#### Deficit and surpluses on joint meetings

The association makes provision for the receipt, from third party organisers of meetings held during the year, and for payments to third party organisers for the Association's share of any deficits arising on such meetings, only when the sums involved can be accurately quantified, or have been either received or paid, as appropriate.

### 2. SUPPORT COSTS

<b>SUPPORT COSTS</b>	<b>Allocation</b>	<b>£</b>	<b>£</b>	
Committee travel expenses	}	Governance	5,834	8,151
Accountancy		Costs	2,100	1,860
University of Leeds - Employee costs	}	50% Charitable activities	48,096	46,272
Bank and paypal charges			342	1,388
			<hr/>	<hr/>
			56,372	57,671



**BRITISH ASSOCIATION FOR CANCER RESEARCH**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2019, continued**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>3. FIXED ASSETS</b>		
<b>Investments</b>		
Market Value at 1st April 2018	619,345	625,328
Acquisitions at cost	126,972	15,260
Disposals at cost	(22,857)	(14,429)
Gains/(losses) in the period	2,465	5,593
Unrealised gains/(losses) in the period	17,380	(23,374)
Market Value at 31st March 2019	<u>743,305</u>	<u>608,378</u>
Cash holding at 31st March 2019	<u>96,358</u>	<u>10,967</u>
	<u><u>839,663</u></u>	<u><u>619,345</u></u>
 Historical cost at 31st March 2019	 <u><u>550,676</u></u>	 <u><u>444,097</u></u>
 The Association's investments are managed by Quilter Cheviot Limited, £200,000 was transferred into the fund during the year (2018-NIL).		
<b>Intangible Assets - Website</b>		
Cost at 1st April 2018 and 31st March 2019	<u>20,304</u>	<u>20,304</u>
 Depreciation at 1st April 2018 and 31st March 2019	 <u>20,304</u>	 <u>20,304</u>
 Net Book Value at 31st March 2019	 <u>-</u>	 <u>-</u>
<b>Tangible Assets</b>		
Cost at 1st April 2018 and 31st March 2019	<u>1,971</u>	<u>1,971</u>
 Depreciation at 1st April 2018	 1,407	 1,308
Charge for period	<u>84</u>	<u>99</u>
 Accumulated depreciation at 31st March 2019	 <u>1,491</u>	 <u>1,407</u>
 Net Book Value at 31st March 2019	 <u>480</u>	 <u>564</u>
 <b>4. DEBTORS</b>		
Prepayments and accrued income	<u>3,609</u>	<u>12,680</u>
 <b>5. CASH AT BANK</b>		
Current account	505	100
Reserve account	410,907	374,560
Astra - Zeneca	13,602	13,602
Hamilton - Fairley	781	781
Translational Award	<u>2,475</u>	<u>2,475</u>
	<u><u>428,270</u></u>	<u><u>391,518</u></u>
 <b>CREDITORS: Amounts falling due within one year</b>		
<b>6. Creditors and accrued expenditure</b>	<u><u>59,519</u></u>	<u><u>49,981</u></u>

**BRITISH ASSOCIATION FOR CANCER RESEARCH**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2019, continued**

<b>7. RESTRICTED FUNDS</b>	<b>Translational Award</b>	<b>Hamilton - Fairley</b>	<b>Astra - Zeneca</b>	<b>Total</b>
Balance at 1st April 2018	-	-	32,374	32,374
Awards and costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Balance at 31st March 2019	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>32,374</u></u>	<u><u>32,374</u></u>

**8. RELATED PARTY TRANSACTIONS**

The Charity is controlled by it's Trustees.

There have not been any material transactions with any related party during the year.

**9 POST BALANCE SHEET EVENTS**

The market value of Investments stated in note 3 as at 25 October 2019 was in the sum of £860,557, including cash holdings of £14,822.

**BRITISH ASSOCIATION FOR CANCER RESEARCH**

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2019**

	Restricted Funds £	Unrestricted Funds £	Total Funds £	Prior Year Total Funds £
<b>Income</b>				
<b>Voluntary income</b>				
Donations and Legacies	-	218,704	218,704	12,386
<b>Activities for generating funds</b>				
Response & Resistance	-	27,108	27,108	-
3D Model Workshop	-	8,777	8,777	-
Student Conference	-	20,000	20,000	-
Challenges preventing cancer cure	-	45,652	45,652	-
Tumour microenvironment	-	-	-	49,919
Development of cancer medicines	-	-	-	15,557
Non-coding RNA meeting	-	-	-	11,840
<b>Investment income</b>				
Interest and dividends receivable	-	17,695	17,695	16,319
<b>From charitable activities</b>				
Subscriptions	-	50,156	50,156	56,229
<b>Other</b>				
Provisions no longer required	-	-	-	-
<b>Total income</b>	<u>-</u>	<u>388,092</u>	<u>388,092</u>	<u>162,250</u>
<b>Expenditure</b>				
<b>Costs of generating funds</b>				
BACR conferences	-	89,110	89,110	86,865
Recharged employee costs	-	24,048	24,048	23,136
EACR Membership	-	7,442	7,442	6,699
Printing, postage, stationery, advertising and publications	-	11,784	11,784	5,804
Bank and paypal charges	-	171	171	694
Depreciation - fixtures and fittings	-	42	42	50
<b>Charitable activities</b>				
Travel awards and bursaries	-	14,085	14,085	46,347
Travel awards and bursaries (over provided for in 2018)	-	(9,000)	(9,000)	9,000
National Council for Volunteer Organisations	-	156	156	350
Recharged employee costs	-	24,048	24,048	23,136
Bank and paypal charges	-	171	171	694
Depreciation - fixtures and fittings	-	42	42	50
<b>Governance costs</b>				
Committee and Secretariat travel and other expenses	-	5,834	5,834	8,151
Accountancy	-	2,100	2,100	1,860
	<u>-</u>	<u>170,033</u>	<u>170,033</u>	<u>212,836</u>
<b>Surplus/(deficit) for the year</b>	<u>-</u>	<u>218,059</u>	<u>218,059</u>	<u>(50,586)</u>