

TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023
FOR
GUILDFORD UNDETECTED TUMOUR SCREENING
(GUTS)

Centora Ltd
Jury Farm, Ripley Lane
West Horsley
KT24 6JT

GUILDFORD UNDETECTED TUMOUR SCREENING
(GUTS)

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FOR THE YEAR ENDED 31 MARCH 2023

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GUILDFORD UNDETECTED TUMOUR SCREENING
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

INTRODUCTION

In the United Kingdom, around 18,000 people die from colon cancer every year. Many of those deaths could be prevented by earlier diagnosis. People over 50 and anyone with a history of colon cancer in the family, who experience changes in their bowel habit, are particularly at risk. GUTS was set up in 1983 with the stated purpose of improving the early detection of bowel cancer. The charity established one of the first local population screening programmes for bowel cancer, working with GP practices in Surrey, West Sussex and Hampshire. In 2006 a Bowel Cancer Screening Programme was set up in England and, with the active and financial support of GUTS, the centre for the South of England was based in Guildford. This programme currently offers screening to everyone between the ages 56 and 74, and is available, on request, beyond 74 years of age. The programme is currently being extended to ages 50-74. For those outside this age range, GUTS continues to advise families and others at risk, through its Colorectal Cancer Family Clinic.

ORGANISATION STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

The Trust is an unincorporated body set up by Trust Deed dated 7th September 1993 as amended on 5 December 2007, and is a registered charity. The current Trustees are set out on Page 1. Trustees are required to administer the charitable trust in accordance with the Trust Deed and conform to the requirements of the Charity Commission and Inland Revenue. The day-to-day management of the Trust lies with the Executive Committee and Fundraising Committee, details of which are set out below. The Trust Deed requires there to be at least three Trustees. All trustees shall, by virtue of his or her personal or professional qualifications, be able to make a contribution to the pursuit of the objects or the management of the charity.

The present trustees have the following specific responsibilities in addition to their collective role:

Mr Iain Jourdan FRCS - Chairman and director of all medical matters
Mr J F Stebbing - Medical matters
Mr M Sharpe - Finance and regulatory matters

The induction process for any new Trustee comprises an initial meeting with the Chairman, followed by meetings with not less than two other Trustees. A new Trustee would be appointed by a resolution of the Trustees passed at a special meeting, after the new Trustee has signed a declaration of their acceptance and willingness to act in the interests of the charity. New Trustees are provided with a pack comprising a copy of the Trust Deed, the last financial year's annual report and accounts, and a copy of the Charity Commission booklets "The Essential Trustee".

The trustees have examined the major strategic, business and operational risks to which the charity is exposed, and confirm that systems and procedures are in place to manage those risks.

GUTS Committee Structure

The Executive Committee, currently chaired by Mr Iain Jourdan, shall comprise the Trustees, Treasurer and Fundraising Coordinator and be responsible for policy, funding and charitable expenditure, staffing, legal and financial matters.

Executive Committee Members (at 31 March 2023):

Mr Iain Jourdan (Chairman from 1 June 2010)
Phill Davis (Trustee)
Dena Dixon (Trustee)
Prof S P Halloran (Trustee)
Mr James Read (Trustee)
Prof T A Rockall (Trustee)
Mr Andrea Scala (Trustee)
Mr John Stebbing (Trustee)
Matt Sharpe (Treasurer & Trustee)
Christian Wells (Trustee)
Jayne White (Trustee)
Nerissa Deeks (Fundraising Manager)

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2023

OPERATIONAL PERSONNEL

Management of the Family Cancer Clinic

Nicola Hounsham administers the GUTS Family Cancer Clinic, providing counselling and screening to families with a history of cancer. This clinic is wholly funded by GUTS.

Fundraising

Nerissa Deeks is responsible for coordinating fundraising and day-to-day running of the charity, with part-time help from Joe Smith.

Treasurer

Mr M Sharpe is the Treasurer, responsible for bookkeeping and recording all financial transactions, and for legal and administrative matters.

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The formal objectives of GUTS are:

“the preservation and protection of good health by screening and undertaking or assisting in the undertaking of research for the early detection and treatment of cancer and other diseases of the digestive system and the publication of the useful results of such research.”

GUTS works towards these objectives by funding:

- The Colorectal Family Cancer Clinic which offers counselling and screening regimes for people at moderate/high risk of developing bowel cancer by virtue of a strong family history.
- Clinical and research projects where the researchers' areas of interest further the objects of the charity.
- Donating appropriate medical equipment as and when the need arises and when alternative sources of funding are not readily available.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and when planning future activities and setting the grant making policies for the year.

ACHIEVEMENTS, PERFORMANCE AND FUTURE DEVELOPMENTS

Colorectal Cancer Family Clinic

The GUTS Colorectal Family clinic continues to provide appropriate advice to individuals with a family history of bowel cancer, applying national referral guidelines overseen by surgeons and gastroenterologists at the Royal Surrey County Hospital. Individuals at low or low/moderate risk receive written advice including recommendations for future screening. Individuals at high/moderate or high risk are offered a clinic appointment for risk assessment, counselling and screening. Genetic testing is made available to identify inherited conditions within families that may have a high risk of developing colorectal cancers.

Supporting Research

Papillon Colorectal Database: GUTS is working with the charity 'Bright' on this project. Thanks to funding from GUTS, amounting to an annual grant of £31,000, a computer scientist is now working to redesign the 'Papillon Colorectal Database' to improve its functionality and progress it to the next stage which is to build a central bank of information based on patient experience (PROMS). Although the study was originally designed for people treated with Papillon radiotherapy it has now been extended to include other bowel cancer patients.

The database will eventually provide a portal for patients to access information and advice regarding their treatment and self-management of symptoms and side-effects.

R-FIT Study: GUTS provided financial support for this project which is being undertaken by Mr Nick Farkas, who is working with colleagues at the national Southern Bowel Cancer Screening Hub. The purpose of the study is to determine the effectiveness of repeated FIT tests on symptomatic patients. If this provides safe triaging of such patients, then colonoscopy services can be applied more efficiently and effectively. (FIT, the faecal immunochemical test, is the internationally adopted bowel cancer screening test for population screening and is used in the UK). A process of recruiting more than 800 patients to participate in the study was undertaken during this period.

GUILDFORD UNDETECTED TUMOUR SCREENING
(GUTS)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

For two years the charity's ability to fundraise had been adversely affected by Covid pandemic restrictions; the Charity's resources had become so depleted that the executive committee held an extraordinary meeting to discuss the charity's future. During this meeting, all options, including the possibility of winding up the charity, were examined in full. As 2023 was to be the charity's 40th year, committee members decided that a year of events and activities in the community to mark the anniversary would provide an opportunity to 'test the water' and see if there was still a local community appetite to support GUTS. The outcome of this experiment would help determine whether the charity was able to survive, thrive, and continue to work towards its original objectives. The committee members recognised that approach may require some extra investment in fundraising activities.

A sub-committee was formed to plan the anniversary activities; it held several meetings, and all plans were reported back to the whole executive committee for approval.

INVESTMENT POLICY AND PERFORMANCE ACHIEVED AGAINST THE POLICY

With a large proportion of our assets in cash deposits and fixed interest stocks, the balance of our investments was linked to the UK Equity market. The performance has broadly matched the movement in that market.

RESERVES POLICY

The Trust's charitable activities include the development and maintenance of a cancer screening and counselling service, and the financing of cancer research over a number of contiguous areas which, to be effective, requires a commitment to funding over the medium term. Having regard to this, Trustees have established a policy whereby unrestricted funds, not committed or invested in tangible fixed assets (the free reserves), should be maintained at a level sufficient to finance around two years' charitable expenditure.

ETHICAL POLICY

The ethical policy adopted and published by GUTS is based on principles recommended by the National Council for Voluntary Organisations (NCVO), of which GUTS is a member. GUTS conducts its affairs as far as possible in accordance with those principles.

ACKNOWLEDGEMENTS

The Trustees wish to place on record that they are grateful to the many GUTS supporters who do so much to make our work possible. We also thank all GUTS staff and volunteers for their hard work and dedication.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
1026791

Principal address
GUTS Office, Level A
Royal Surrey NHS Foundation Trust
Egerton Road
Guildford
Surrey
GU2 7XX


Independent Examiner
K D N De Silva
FCMA
Centora Ltd
Jury Farm, Ripley Lane
West Horsley
KT24 6JT

GUILDFORD UNDETECTED TUMOUR SCREENING
(GUTS)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

SIGNED SECURELY
31/01/2024

Approved by order of the board of trustees on 31/01/2024 at 11:34:07 AM UTC and signed on its behalf by:

SIGNED SECURELY

..... 31/01/2024 at 11:34:07 AM UTC
Mr I Jourdan FRCS - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
GUILDFORD UNDETECTED TUMOUR SCREENING
(GUTS)**

Independent examiner's report to the trustees of Guildford Undetected Tumour Screening (GUTS)

I report to the charity trustees on my examination of the accounts of Guildford Undetected Tumour Screening (GUTS) (the Trust) for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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 the Trust 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 applicable 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.


SIGNED SECURELY
31/01/2024 at 12:57:52 PM UTC

K D N De Silva
The Chartered Institute of Management Accountants

Centora Ltd
Jury Farm, Ripley Lane
West Horsley

KT24 6JT
SIGNED SECURELY
31/01/2024
Date: 31/01/2024 at 12:57:52 PM UTC

GUILDFORD UNDETECTED TUMOUR SCREENING
(GUTS)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	31.3.23 Unrestricted fund £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		26,657	78,961
Other trading activities	2	15,705	18,467
Investment income	3	36,508	32,838
Other income		-	1,971
Total		<u>78,870</u>	<u>132,237</u>
 EXPENDITURE ON			
Raising funds	4	51,318	53,939
Charitable activities			
General		59,195	24,854
Support costs		10,318	9,099
Other		<u>481</u>	<u>814</u>
Total		<u>121,312</u>	<u>88,706</u>
 Net gains/(losses) on investments		<u>(66,289)</u>	<u>(6,595)</u>
 NET INCOME/(EXPENDITURE)		(108,731)	36,936
 RECONCILIATION OF FUNDS			
Total funds brought forward		<u>629,614</u>	<u>592,678</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>520,883</u></u>	<u><u>629,614</u></u>

GUILDFORD UNDETECTED TUMOUR SCREENING
(GUTS)

BALANCE SHEET
31 MARCH 2023

	Notes	31.3.23 Unrestricted fund £	31.3.22 Total funds £
FIXED ASSETS			
Tangible assets	7	363	484
Investments	8	454,797	499,802
		455,160	500,286
CURRENT ASSETS			
Debtors	9	9,240	8,851
Cash at bank and in hand		61,197	123,421
		70,437	132,272
CREDITORS			
Amounts falling due within one year	10	(4,714)	(2,944)
NET CURRENT ASSETS		65,723	129,328
TOTAL ASSETS LESS CURRENT LIABILITIES		520,883	629,614
NET ASSETS		520,883	629,614
FUNDS	11		
Unrestricted funds		520,883	629,614
TOTAL FUNDS		520,883	629,614

SIGNED SECURELY
31/01/2024

The financial statements were approved by the Board of Trustees and authorised for issue on 31/01/2024 at 11:34:07 AM UTC and were signed on its behalf by:

SIGNED SECURELY

31/01/2024 at 11:34:07 AM UTC
Trustee

GUILDFORD UNDETECTED TUMOUR SCREENING
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 33% on cost
Motor vehicles	- 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

GUILDFORD UNDETECTED TUMOUR SCREENING
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NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

2. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Fundraising events	<u>15,705</u>	<u>18,467</u>

3. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Other fixed asset invest - FII	36,446	32,836
Deposit account interest	<u>62</u>	<u>2</u>
	<u>36,508</u>	<u>32,838</u>

4. RAISING FUNDS

Raising donations and legacies

	31.3.23	31.3.22
	£	£
Staff costs	36,785	33,321
Cost of events	<u>7,726</u>	<u>12,888</u>
	<u>44,511</u>	<u>46,209</u>

Investment management costs

	31.3.23	31.3.22
	£	£
Portfolio management	<u>6,807</u>	<u>7,730</u>
Aggregate amounts	<u>51,318</u>	<u>53,939</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

	31.3.23	31.3.22
	£	£
Trustees' salaries	<u>-</u>	<u>360</u>

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

GUILDFORD UNDETECTED TUMOUR SCREENING
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NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	78,961
Other trading activities	18,467
Investment income	32,838
Other income	<u>1,971</u>
Total	<u>132,237</u>
EXPENDITURE ON	
Raising funds	53,939
Charitable activities	
General	24,854
Support costs	9,099
Other	<u>814</u>
Total	<u>88,706</u>
Net gains/(losses) on investments	<u>(6,595)</u>
NET INCOME	36,936
RECONCILIATION OF FUNDS	
Total funds brought forward	<u>592,678</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>629,614</u></u>

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Totals £
COST				
At 1 April 2022 and 31 March 2023	<u>307</u>	<u>644</u>	<u>13,250</u>	<u>14,201</u>
DEPRECIATION				
At 1 April 2022	243	644	12,830	13,717
Charge for year	<u>16</u>	<u>-</u>	<u>105</u>	<u>121</u>
At 31 March 2023	<u>259</u>	<u>644</u>	<u>12,935</u>	<u>13,838</u>
NET BOOK VALUE				
At 31 March 2023	<u>48</u>	<u>-</u>	<u>315</u>	<u>363</u>
At 31 March 2022	<u>64</u>	<u>-</u>	<u>420</u>	<u>484</u>

GUILDFORD UNDETECTED TUMOUR SCREENING
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NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

8. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2022	499,802
Impairments	<u>(45,005)</u>
At 31 March 2023	<u>454,797</u>
NET BOOK VALUE	
At 31 March 2023	<u>454,797</u>
At 31 March 2022	<u>499,802</u>

There were no investment assets outside the UK.

9. DEBTORS

	31.3.23 £	31.3.22 £
Amounts falling due within one year:		
Other debtors	<u>650</u>	<u>-</u>
Amounts falling due after more than one year:		
Trade debtors	<u>8,590</u>	<u>8,851</u>
Aggregate amounts	<u>9,240</u>	<u>8,851</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23 £	31.3.22 £
Trade creditors	-	1
Taxation and social security	1,130	182
Other creditors	<u>3,584</u>	<u>2,761</u>
	<u>4,714</u>	<u>2,944</u>

11. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	629,614	(108,731)	520,883
TOTAL FUNDS	<u>629,614</u>	<u>(108,731)</u>	<u>520,883</u>

GUILDFORD UNDETECTED TUMOUR SCREENING
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NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	78,870	(121,312)	(66,289)	(108,731)
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>78,870</u>	<u>(121,312)</u>	<u>(66,289)</u>	<u>(108,731)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	592,678	36,936	629,614
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>592,678</u>	<u>36,936</u>	<u>629,614</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	132,237	(88,706)	(6,595)	36,936
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>132,237</u>	<u>(88,706)</u>	<u>(6,595)</u>	<u>36,936</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	592,678	(71,795)	520,883
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>592,678</u>	<u>(71,795)</u>	<u>520,883</u>

GUILDFORD UNDETECTED TUMOUR SCREENING
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NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	211,107	(210,018)	(72,884)	(71,795)
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>211,107</u>	<u>(210,018)</u>	<u>(72,884)</u>	<u>(71,795)</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

**GUILDFORD UNDETECTED TUMOUR SCREENING
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**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	-	1
Donations	23,157	56,394
Legacies	<u>3,500</u>	<u>22,566</u>
	26,657	78,961
Other trading activities		
Fundraising events	15,705	18,467
Investment income		
Other fixed asset invest - FII	36,446	32,836
Deposit account interest	<u>62</u>	<u>2</u>
	36,508	32,838
Other income		
Furlough Income JRS	<u>-</u>	<u>1,971</u>
Total incoming resources	78,870	132,237
EXPENDITURE		
Raising donations and legacies		
Wages	35,960	32,730
Pensions	825	591
Cost of events	<u>7,726</u>	<u>12,888</u>
	44,511	46,209
Investment management costs		
Portfolio management	6,807	7,730
Charitable activities		
Trustees' salaries	-	360
Insurance	1,683	2,752
Sundries	633	61
Medical staff salaries	5,568	5,568
Grants to institutions	51,311	-
Grants to individuals	<u>-</u>	<u>16,113</u>
	59,195	24,854
Other		
Bank Fees	481	814
Support costs		

**GUILDFORD UNDETECTED TUMOUR SCREENING
(GUTS)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	31.3.23 £	31.3.22 £
Support costs		
Governance costs		
Postage and stationery	1,199	1,854
Accountancy and legal fees	3,120	2,820
Motor Vehicle Expenses	1,892	1,161
Advertising	3,865	3,103
Fixtures and fittings	<u>242</u>	<u>161</u>
	<u>10,318</u>	<u>9,099</u>
Total resources expended	<u>121,312</u>	<u>88,706</u>
Net (expenditure)/income before gains and losses	(42,442)	43,531
Realised recognised gains and losses		
Realised gains/(losses) on investment property	<u>(66,289)</u>	<u>(6,595)</u>
Net (expenditure)/income	<u>(108,731)</u>	<u>36,936</u>