

THE CANDLELIGHTERS TRUST

Charity Registration No. 1045077
Company Registration No. 3020552

TRUSTEES' REPORT
AND
FINANCIAL STATEMENTS

For the year ended 28 February 2021



THE CANDLELIGHTERS TRUST

Annual report and financial statements for the year ended 28 February 2021

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THE CANDLELIGHTERS TRUST
Legal and administrative information

Patron

Lady Emma Ingilby

Medical (including Clinical) Trustees

Dr M Elliott

Dr E M Richards

C De Biase

J Goodden

Lay Trustees

K Hardcastle (Chair from 10/06/2020)

S Redman (Chair until 10/06/2020)

R Stocker (resigned 20/03/2020)

S Patterson

P Thompson

D Mayman

G Felgate (appointed 23/09/2020)

Finance and Audit Committee

Dr E M Richards

D Mayman

Y Eaton (non-trustee)

Research Committee

M Elliott

C DeBiase

J Goodden

K Hardcastle

THE CANDLELIGHTERS TRUST

Legal and administrative information (continued)

Key management personnel/Senior Management Team:

E Wragg	Chief Executive
L C Fletcher	Company Secretary
N Kisby	Head of Family Support
L Windell	Head of Fundraising and Marketing (left December 2020)
L Pomeroy	Head of Finance and Corporate Services
T Robertshaw	Head of Fundraising (appointed February 2021)
C Gill	Head of Engagement (appointed March 2021)

Head office:

8 Woodhouse Square
Leeds, LS3 1AD

Independent auditors:

Thomas Coombs Limited
Chartered Accountants and Registered Auditors
3365 The Pentagon
Century Way
Thorpe Park
Leeds
LS15 8ZB

Bankers:

Yorkshire Bank
(Trading name of Clydesdale Bank plc)
94-96 Briggate
Leeds, LS1 6NP

Solicitors:

Wrigleys
19 Cookridge Street
Leeds, LS2 3AG

Investment Managers:

Brewin Dolphin Limited
10 Wellington Place
Leeds, LS1 4AN

THE CANDLELIGHTERS TRUST

Report of the Trustees for the year ended 28 February 2021

The Trustees present their report and audited accounts for the year ended 28 February 2021. The financial statements have been prepared in accordance with the accounting policies set out in notes 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 published in October 2019.

Structure, Governance and Management

The legal status of The Candlelighters Trust is that of a Company Limited by Guarantee incorporated in 1995. As such its governing instrument is its Memorandum and Articles of Association, as amended over the years to allow for current governance arrangements.

It is registered as a charity with the Charity Commission. Parents whose children are treated at the Children's and Adolescent Oncology and Haematology department can become members of the company. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

- **Trustees**

Details of the Trustees, who are also directors of the company for the purposes of company law, who have served during the year are listed on page 1.

None of the Trustees had any personal beneficial interests requiring disclosure, either in the Charity or in its wholly owned subsidiary company, Candlelighters Trading Limited, other than disclosed in note 19 of the financial statements.

- **Appointment of Trustees**

With effect from January 2014 the structure of the board no longer consists of the automatic appointment of medical Trustees and matching parent/patient Trustees.

As set out in the Articles of Association the Board of Trustees must be made up of between nine and fifteen individual Trustees, all of whom shall become Members by virtue of their appointment as Trustees. No less than one third, but no more than half of the Trustees will be medical (including clinical) Trustees.

The Articles of Association require that one third of the Trustees retire by rotation at each Annual General Meeting after which they may put themselves forward for reappointment.

- **Training of Trustees**

Most Trustees are already familiar with the practical work of the Charity through their association with the Children's and Adolescent Oncology and Haematology department. New Trustees receive a briefing on their legal obligations under charity and company law; the content of the Memorandum and Articles of Association; the Board of Trustees and the decision making process; the history; business plan and recent financial performance of the Charity. In addition, Trustees are encouraged to attend appropriate internal and external training events to facilitate the undertaking of their role.

- **Management**

The Trustees meet at least four times a year to decide the broad strategy and areas of activity including grant making, administration, reserves and risk management. The day to day administration of grants and the processing and handling of applications prior to consideration by the relevant committee is delegated to the Senior Management Team.

- **Key Management Personnel and Remuneration Policy**

The board of Trustees together with the Senior Management Team (as listed on page 2) are considered to be the key management personnel of the Charity.

All Trustees give their time freely and no Trustee remuneration or expenses were paid during the year.

The Chief Executive salary is determined by benchmarking across the Third Sector on an annual basis.

Structure, Governance and Management (continued)

- **Voluntary help and employees**

The Trustees wish to record their thanks for the hard work of the Charity's employees and the support of the much-valued assistance of volunteers.

- **Risk management**

The Trustees regularly review the risk management strategy in accordance with the requirements of the SORP on Accounting and Reporting by Charities. The Charity has a risk management strategy which comprises a bi-annual review of the risks the Charity may face and the systems and procedures to minimise any potential impact on the Charity should those risks materialise. Internal control risks are minimised by policies and procedures covering a wide range of risks including the authorisation of all grants and financial transactions.

The key risks to the Charity fall into the categories below. A description of the risk categories and how these risks are mitigated are as follows:

- *Governance risk:* This is the risk that poor governance means the Board fails to deliver an effective strategy in line with the Charity's objectives. This may be due to the Board not having the right skills or commitment, or there is a conflict of interest or dominant influence. This risk is mitigated due to a rigorous Board selection, and ongoing appraisal and skills review programme. There is a conflicts of interest protocol where all potential conflicts are declared and recorded, and appropriate action taken if any perceived conflicts exist. The Charity has a five year strategic plan which is reviewed annually, and an annual business plan with quarterly performance reviewed by the Board.
- *Operational risk:* This category of risk reflects potential issues arising from the day to day operational activities of the Charity. This includes any risks arising from the support the Charity provides to the families affected by childhood cancer, as well as risks to Charity staff and its assets, data and infrastructure. Policies and procedures are in place in order to reduce operational risk. All new staff and volunteers or relevant third parties go through an extensive induction training process including a review of the Charity's policies and procedures. Existing staff receive refresher training and have to review policies and procedures on a periodic basis. All teams meet weekly to discuss any new or ongoing operational risks including specifically safeguarding risks, and any significant risks are escalated to the weekly Senior Management Team meeting. Any significant incidents are recorded on an "Incident Report Form" which requires action from any lessons learnt and sign off from the Senior Management Team. Risks also form part of a monthly appraisal process.
- *Financial risk:* The financial performance and position of the Charity is monitored regularly including monthly management information and is reviewed at each Trustee meeting. Liquidity risk is managed by regular monitoring of the cash held at bank and alternative funds available. An annual budget is prepared by the Senior Management Team and approved by the Board and if during the year the performance is expected to be significantly different from that budgeted, a reforecast exercise will be undertaken. Financial policies and procedures, and controls are in place for core financial activities. A key element in the management of financial risk is the setting of a reserves policy and its periodic review by Trustees.
- *Legal and compliance risk:* Guidelines are issued to all staff and volunteers in order to comply with charity and local authority regulations and to minimise risks to health and safety. The Charity seeks external legal advice when required.
- *External risk:* The Charity can be significantly impacted by external factors including political, economic, social, technological and environmental. The Senior Management Team and Board will regularly review external factors and be informed from communications and briefings from a number of sources including industry bodies, supporters and beneficiaries. These factors are taken into account in the annual business plan and five year strategic plan, as well as the reserves policy. Policies and procedures are also in place to deal with external factors that would impact more immediately such as business continuity and disaster recovery planning.

Structure, Governance and Management (continued)

- **Grant making policy**

Research Grants

The Charity funds research into adolescent and childhood cancer and leukaemia. All grants are reviewed by the Board and any in excess of £50,000 are reviewed by external scientific experts before being submitted for approval by the Board of Trustees and periodically thereafter. This year Candlelighters has undertaken exploratory work to understand the benefits of partnering with an AMRC registered charity to administer its research grants in the future and will be looking to develop this relationship next year.

Other Grants

The Charity also provides non-research grants in order to provide support to families affected by childhood cancer such as funding roles at the hospital or providing medical equipment. All grants over £2,000 have to be approved by the Board and all grants are reviewed by the Board.

- **Conflict of interest policy**

The Charity has adopted a conflict of interest policy applicable to all Trustees, Members of the Sub-Committees and staff. This policy aims to protect both the organisation and the individuals involved from any appearance of impropriety. All Trustees, Members of the Sub-Committees and Staff are asked to declare their interests and any gifts or hospitality received in connection with their role in the Charity. In accordance with the Trust's policy, Trustees and Sub-Committee Members are required to withdraw from decisions where a conflict of interest arises.

- **Ethical Fundraising policy**

At Candlelighters we aim to ensure that our supporters and the wider public are treated fairly and with respect. We continually monitor and review our practices to ensure we are adhering to the latest in fundraising regulations and practices.

Fundraising Standards

Candlelighters voluntarily subscribes to the Fundraising Regulator and its Code of Fundraising Practice. All staff are aware of and adhere to Charity Commission guidelines and The Code of Fundraising Practice which sets out statutory obligations and best practice standards.

Third Party Fundraising

We work with people and organisations raising funds on behalf of Candlelighters in order to ensure best practice and the Fundraising Regulator's Code of Conduct is followed. Where applicable, signed contracts and agreements will be put in place.

Complaints

At Candlelighters we aim to maintain high standards in all areas of our work and complaints are an important way for us to identify and resolve issues quickly and learn how to improve our services and procedures long term, ensuring we are able to maintain high standards in all areas of our work. In the year to 28 February 2021, Candlelighters received 0 complaints relating to fundraising. In the instance where a complaint is received, Candlelighters has an internal complaints policy which guides staff on how to deal with complaints in an effective manner and all staff received mandatory complaints handling training during the 2020-21 financial year.

Data

Candlelighters is committed to the responsible use of personal data. We are transparent about what we do with personal data and strive to ensure that our supporters feel confident in how we are using it. Candlelighters is registered with the Information Commissioner's Office ("ICO") and we have a data protection policy in order to ensure we comply with the ICO guidelines.

Protecting vulnerable people

Candlelighters is very conscientious about self-regulation of its fundraising activities and protecting vulnerable people. All staff are aware of and adhere to Charity Commission guidelines and The Code of Fundraising Practice from the Fundraising Regulator which sets out statutory obligations and best practice standards. Guidance is also given to those who fundraise on the Charity's behalf. Candlelighters approach to fundraising is to avoid unreasonable intrusion into an individual's privacy, persistent approaches or undue pressure to donate to the Charity.

THE CANDLELIGHTERS TRUST

Report of the Trustees for the year ended 28 February 2021 (continued)

Structure, Governance and Management (continued)

- **Objectives and activities for the public benefit**

In accordance with their duties pursuant to Section 4 of the Charities Act 2011, the Trustees have considered the Charity's objects and activities in light of the Charity Commission's general guidance on public benefit "Charities and Public Benefit".

Financial Review

The financial statements are presented in the standard format required by the Charity SORP and cover the activities of the Charity and its dormant subsidiary Candlelighters Trading Limited. The Statement of Financial Activities ("SOFA") shows the gross income from all sources and the split of activity between restricted and unrestricted funds.

Income from the branches is shown gross and the fundraising costs are allocated to the fund for which the money was raised.

- **Income**

During the financial year, COVID-19 had a significant impact on the Charity's traditional sources of core income and continues to do so. Whilst the total income for the year was £2,205,357, which was £429,005 higher than the previous year, it was significantly behind the budget which was set prior to COVID-19 and took into account the investment in the growth of the fundraising team. The increase to prior year was driven by an exceptional legacy of £650,000, COVID-19 related government support of £153,865 predominantly in the form of the Job Retention Scheme for staff on furlough, and a high level of Trust and Foundation income (£327,647) again driven by COVID-19. None of these will be repeated in the following financial year. Whilst we are hugely grateful to our loyal Community and Corporate supporter base, our income in this area was most affected and £507,917 behind prior year. Much of this income, including branch income, relies on fundraising events including challenge events which were not possible to be held in the year.

The Charity would like to thank the loyal band of regular Community and Corporate fundraisers and local branches for their immense effort during difficult times to raise money on the Charity's behalf.

- **Expenditure**

Expenditure for the year decreased to £1,603,948 from £2,071,782 (a decrease of £467,834). Soon after the start of the financial year, as the severity of COVID-19 started to become clear, the Charity froze all recruitment and sought to furlough staff where appropriate. There was a stop to all non-essential spend and the Board deferred all major strategic projects until there was sufficient confidence that COVID-19 would not threaten the sustainability of the Charity.

The cost of raising funds of £507,604 was £59,359 lower than prior year. There was an increase in fundraising staff costs because prior to COVID-19 the Charity had built the team in line with the strategic plan with a view to growing future income including a Head of Fundraising who was not in place for the majority of the previous financial year. The amount also includes the cost of a restructure towards the end of the financial year to make the Charity better positioned for the future and is gross of any furlough associated income of £57,891. Where fundraising staff were not placed on furlough, this was to try and maximise fundraising income through possible existing channels and exploring alternative sources such as digital events. Otherwise there was a general reduction in the cost of raising funds as there was limited fundraising events.

Charitable activities expenditure reduced from £1,504,819 to £1,096,344. A key driver in this is the reduction in net grant expenditure (after releases of grant amounts no longer required) of £203,630. The budgeted grant expenditure was significantly higher but the Board paused major strategic projects. This is only a deferral of spend as the Charity is now progressing these projects largely as planned as we are confident we have sufficient reserves to pursue despite the existing and ongoing impact of COVID-19. Another major factor was COVID-19 restrictions meant it was just not possible to support families affected by childhood cancer in the way we would normally do such as being able to send families on holidays (£102,236 less than prior year), providing wellbeing treatments and therapies in person (£101,429 reduction to prior year), and support groups and activities more generally. We worked hard and had regular dialogue with the Children's Hospital to adapt our services to reflect what was possible and the different needs driven by COVID-19, for example, providing virtual sessions for families. Given the access restrictions to and from the hospital for families, we provided food and laundry during the year. We were also able to adapt roles, for example, changing staff normally on front of house at the Square to being based at the hospital when permitted to do so.

Financial Review (continued)

More generally, other costs and support costs were lower due to cost control measures, less use of the premises and supplier concessions such as the Square rent, for which we are very grateful.

The Charity strives to keep administration costs to a minimum to ensure efficient use of resources.

- **Investment policy and performance**

The Charity's investments are held in a mixture of equities, bonds, pooled funds and bank deposit balances. Brewin Dolphin are the Charity's appointed Investment Managers with an investment mandate of "Income and Capital Growth Return, low to moderate investment risk.", and from an ethical perspective there will be no direct investment in tobacco.

Given the importance of the market value of investments on the reserves of the Charity, the Trustees continue to closely monitor the performance of the portfolio.

The Charity has two investment funds.

Firstly the Working Capital Portfolio which has a low-risk investment profile with a short to medium term investment horizon as cash flow forecasts show that the Charity may need to access these funds in this timeframe in order to pursue the Charity's objectives. As at 28 February 2021 the Working Capital Portfolio had a market value of £560,020.

Over the period 29 February 2020 to 28 February 2021 the Working Capital Portfolio made a total return of +5.27%. This compares to a total return in the market benchmark (MSCI WMA Conservative Index) of +3.89%. Over this period the FTSE ALL Share Index recorded a total return of +3.50% and the FT Government Securities Index made a total return of -4.22%.

Secondly there is the General Trust Portfolio which has a medium-risk investment profile with a long-term investment horizon as it is not expected that the Charity needs to access these funds in anything less than the long-term. As at 28 February 2021 the General Trust Portfolio had a market value of £3,426,263.

Over the period 29 February 2020 to 28 February 2021 the General Trust Portfolio made a total return of +9.14%. This compares to a total return in the market benchmark (MSCI WMA Income Index) of +4.51%. Over this period the FTSE ALL Share Index recorded a total return of +3.50% and the FT Government Securities Index made a total return of -4.22%.

During the year, the markets recovered from the COVID-19 driven decline which was partly experienced in the previous financial year. Accordingly, the net realised/unrealised investment gain in the year was £202,692.

The remaining current assets of the Charity of £880,780 as at 28 February 2021 were held mainly as bank deposit balances in order to provide sufficient liquidity for the short term settlement of liabilities including grant liabilities.

- **Reserves policy**

In order to maintain continuity of charitable expenditure and to fulfil the aims and objectives of the Charity, a level of reserves must be maintained, especially due to ongoing commitments from which it is not possible to withdraw at short notice. Furthermore, the existing and ongoing potential impact of COVID-19 demonstrates a level of reserves is needed to ensure the Charity is sufficiently financially robust to survive during unexpected major sustained impacts on the ability to generate income without a corresponding ability to reduce costs, as well as potential drops in market value of investment funds.

In February 2021 the Trustees formally agreed to maintain the reserves target level set in June 2019 of £2.5 million. This excludes the fixed asset reserve and restricted reserves. Whilst current reserves and the target level are high compared to historic levels, this is deemed appropriate for the Charity to pursue its major strategic projects which it is now progressing largely as planned after pausing during a period of immense uncertainty from COVID-19. In addition to restricted reserves, approximately £0.9 million has been designated in reserves for these projects which include a major investment in a leading project in supportive care for children affected by childhood cancer.

Financial Review (continued)

The reserves level also reflects the higher cost base of the Charity from the increasing services we provide direct to the families in Yorkshire affected by childhood cancer as well as a volatile investment market. Furthermore, whilst a significant surplus was experienced in this financial year despite COVID-19, this was driven by a number of one-off items of income, a significant investment gain and a lower forced or deferred cost base not expected to be repeated. In particular, income levels in the financial year 2021/2022 to date remain subdued with the Charity forecasting a deficit which will reduce free reserves during the continuing impact of COVID-19.

The combined free and designated reserves total at the end of the year ended February 2021 is £2,841,932. This is deemed suitably close to the reserves target level of £2.5 million and an appropriate amount until such time the designated amounts on strategic projects, that are being progressed, are greater utilised and there is confidence that the ongoing impact of COVID-19 does not threaten the sustainability of the Charity.

- **Restricted and Unrestricted Funds**

Monies donated to the Research Fund are restricted solely for the purpose of funding research. Other restricted funds are detailed in note 21 of the financial statements.

Objectives and Activities for Public Benefit

Objectives

1. The alleviation of the suffering, and the promotion of the relief, care, well-being, and rehabilitation, of children and young people afflicted with any form of malignant disease or a non-malignant but life threatening haematological disorder or central nervous system disorder, in particular (but not exclusively) those who are or who have been under the care of, or otherwise supported by, hospitals in Yorkshire;
2. The preservation and protection of the good physical and mental health and well-being of individuals formerly under the care of, or otherwise supported by, hospitals in Yorkshire, particularly those individuals experiencing serious medical problems associated with their original disease or disorder or its treatment;
3. The protection and preservation of good physical and mental health and wellbeing amongst families and carers of, or other people providing support to, individuals falling under objects 1 or 2 and the provision of practical and other support in their role of caring for such individuals; and
4. The provision of support for such activities as may be legally charitable in the work of hospitals in Yorkshire including the provision of financial assistance for the acquisition and maintenance of equipment for use within hospitals in Yorkshire or in connection with the work of hospitals in Yorkshire and the provision of support, in whatever ways the Trustees think fit, for research, education and training within or connected with hospitals in Yorkshire and the dissemination of the results of such research.

Activities and Performance

Candlelighters' first priority is always the welfare of the families whose children are being treated at the Children's and Adolescent Oncology and Haematology department. Whilst the outlook for children with cancer and serious blood disorders continues to improve, the distress caused to families should not be underestimated. In response to requests from families for emotional support, Candlelighters provide funding for support groups and social activities for patients, siblings, and parents away from the hospital environment.

Financial difficulties can add to the trauma of diagnosis and treatment. At a time when income is often reduced, families face additional expenses such as the cost of food when living at the hospital for long periods of time, travel and increased burden on the family budget. Candlelighters provide three monthly allowances for families upon diagnosis. There is potential access to a Family Assistance Grant to help families in times of financial need any time during treatment. Funding is also provided to provide distraction activities for patients during the long hours spent on the ward and in the day unit. The Charity also provides additional equipment on the wards and day unit in order to support families during their time spent.

COVID-19 has impacted the level of services which we have been able to deliver during the financial year. Accordingly, Candlelighters has adapted support services in order to support families in the best way possible during this difficult time. This includes the introduction of more digital online support services as well as practical solutions to support families on the ward such as laundry and shopping for essential items.

THE CANDLELIGHTERS TRUST

Report of the Trustees for the year ended 28 February 2021 (continued)

Activities and Performance (continued)

Candlelighters @ The Square

Candlelighters @ The Square supports any member of a family affected by childhood cancer. The centre is a five minute walk from the Children's Hospital and can provide daily support for a family whilst on the ward, visiting clinic appointments and for additional support at the family's convenience.

The variety of support has evolved from family feedback over the past six years.

The centre is open daily from 10.00am to 4.00pm and later on a Thursday evening. The type of services offered include:

- Well-being therapies including a variety of massages, reflexology and energy balancing
- Talking therapy one to one, group support and mindfulness sessions for both children and adults
- A quiet space for relaxation and refreshments
- Grandparents tea parties
- Sibling support groups
- Support groups for parents
- Patient support groups
- Family events
- Hairdressing on the ward or @ The Square

The team of support workers @ The Square provide flexible professional support. They support families directly on the wards, in the day unit and at the family support centre. The team keep families updated throughout the year via a variety of methods. The service has supported over 570 families in the last six years. Each year in Yorkshire we see on average 90 plus families diagnosed with a cancer. This is a good sign that we are on track to support each family as required after diagnosis.

Unfortunately COVID-19 meant that The Square was unable to open to families for a significant period during 2020; however, Candlelighters adapted its services during this time to ensure that families had access to a wide variety of online support sessions. When restrictions allowed, The Square was able to open back up to families staying on the ward as part of the 'Hospital Bubble' providing essential support to families during this time.

Candlelighters in Your Community

Candlelighters in Your Community was originally developed from The Candlelighters Bus. The bus enabled us to talk with families in the community to establish how we might be able to provide more locally based support. From delivering support on the bus we have identified key areas within Yorkshire where we are able to meet families in community based settings to provide a friendly face to face service and offer any support they require. We now have a team of four Community Support Workers who work across different locations of Yorkshire where they have a caseload of families and run specific events and community days in order to bring support closer to families' homes. Delivering support in this way has allowed us to reach a different demographic of families in comparison to The Square. We aim to continue developing this form of support researching how we can offer more support to families locally.

Although the impact of COVID-19 meant that throughout 2020 Community Supporter Workers were unable to support families face to face in their communities, support services were quickly adapted and provided online to support them through this difficult time.

Candlelighters Cottage (Brandon Cottage)

Our Cottage officially opened in November 2018 to families. We know how important it is for families to be together and our Cottage provides a comfortable and homely place for them to stay to enable them to be near to the wards when their child is an inpatient at Leeds Children's Hospital. The Cottage provides an additional four en suite bedrooms to help alleviate the pressure on Eckersley House. Although we were unable to open the Candlelighters Cottage for the most part of 2020 due to COVID-19 restrictions, the demand for use during this period was lower due to the restrictions around visiting on the ward. Candlelighters was however able to adapt the use of the Cottage during this time to enable those families under strict isolation rules to be able to spend safe time outdoors in the Cottage garden. Families were also able to use the facility on a one off basis, to have a family meal together when restrictions allowed.

THE CANDLELIGHTERS TRUST

Report of the Trustees for the year ended 28 February 2021 (continued)

Activities and Performance (continued)

Holiday breaks

Candlelighters provides funding for two holidays for families during treatment to spend time at various holiday resort locations in the UK. The Charity can now provide a holiday throughout the whole year for varying length of times.

Each year approximately 200 families are able to take a break away from the routine of treatment and hospital visits secure in the knowledge that if necessary, they are within easy travelling distance of the hospital. We provide financial support to families to be able to pay for travel or other expenses for their holiday. Candlelighters offer these holidays to patients and families during treatment when life can be unpredictable and we aim to take the stress away for a short time. The holidays are also offered to those families whose child may have died during the year and would welcome a break to get away.

Unfortunately this financial year the majority of our holidays have had to be put on hold due to the COVID-19 restrictions that have been in place.

Eckersley House

Eckersley House adjacent to Clarendon Wing, provides accommodation for families from outside the Leeds area whose child is being treated at the Hospital. The house is run by the Sick Children's Trust. In recognition of the heavy use made of the house by paediatric oncology parents, Candlelighters make a substantial contribution each year towards the running costs of the house.

Teenage Cancer Unit Ward L33

Funding is provided for social activities for the Teenage Support Group. Families of teenage patients up to 19 years old are also able to access support grants and use the Candlelighters Holiday provision.

Paediatric Radiographer

Funding is provided to support the role of specialised paediatric radiographer based at the radiotherapy unit at St James. This role is the only one in Leeds and supports every family who has a child undergoing intensive treatment, often visiting the hospital daily for many weeks. The relationship between families and this role is crucial to enable the child to undergo daily treatments without the need for a general anaesthetic.

Playleaders Ward L31, L33 and Bone Marrow Transplant Unit

Candlelighters fund 2.5 WTE play leaders to provide support for the Play Team on Ward L31, the Bone Marrow Unit and Radiotherapy. The team continues to provide a high quality play service and has put in place a number of initiatives over the last few years. The play team now works across all clinical areas, and with other members of the multidisciplinary team to use play to support children as they undergo a range of treatments and interventions. The Band 5 Play Specialists in the team ensure consistency in play and preparation across the wards and the clinic, and the team provides preparation and, when required, daily support to children in radiotherapy. They support children and families at times when they are elsewhere in the hospital, for example before and following surgery, or in intensive care. The additional resource in the team (when available) gives increased flexibility to cover whichever part of the service has children with greatest need, and respond to short notice requirements, such as preparation for urgent scans. Following feedback from children and their parents and the increased numbers of children requiring Bone Marrow Transplantation, we have identified a key play leader to develop and have a specialist interest in supporting children and their families undergoing this treatment.

Regional Outreach Play Leader

Candlelighters is in its sixth year of funding the outreach play leader. The role supports families by providing therapeutic play within the child's own home. Addressing anxieties where the child feels safe and putting action plans together.

The play leader liaises with the hospital play team to ensure preparation work at home is continued in hospital and action plans followed to provide continuity of care and increase the child and family's confidence in hospital, providing a less frightening experience for the child and family. The role has continued to develop over the years and now provides a huge support to children and their families who are receiving palliative care and to those who have sadly been bereaved. We have provided funding for a second outreach play leader to work alongside the current role which will increase the support we are able to provide across Yorkshire.

The recruitment of this additional post was delayed this year due to the impact and restrictions of COVID-19, however we hope that this additional role will be in place next year.

Activities and Performance (continued)

Speech and Language Therapist ("SLT")

Candlelighters fund 0.1 FTE of the Speech and Language Therapist role to allow the therapist more time with the children. The post ensures that children receive the right SLT interventions at the right time in order to maximise/retain communication, eating and drinking function and therefore an enhanced quality of life. The staff member works in partnership with families and carers ensuring they receive the right information and support throughout their journey. Every effort is made to facilitate communication between families and SLT including a direct phone line and use of SKYPE or Facetime as appropriate.

Dinner Lady

Many patients undergoing treatment for cancer and leukaemia experience problems with eating during treatment. The problem is worse when the child has to spend long periods in hospital as hospital food is served at set times and by the time it arrives at ward level is unlikely to tempt a child with a failing appetite. Candlelighters fund one part time Dinner Lady who provides nutritious snacks on demand for the patients throughout the day and early evening.

Social Support Team

Candlelighters have historically supported the Oncology Social Work Team by funding 61.5 hours per week towards three social workers. In the early part of 2021, funding from another party ceased therefore Candlelighters stepped in to provide emergency funding alongside Leeds City Council in addition to the normal level of support. This funded a further 55.5 hours supporting three social workers and a team manager, all of whom are now supported by a Candlelighters Family Support Administrator. The team play an important role within the multi-disciplinary paediatric oncology team. The impact that the diagnosis of childhood cancer has on family life cannot be overstated. The social support team works closely with the families to provide both emotional and practical help during their child's treatment.

Equipment

The Charity routinely provides funding for the replacement of play, technical equipment and any key white goods for the wards, outpatient's clinic, paediatric radiotherapy department and bone marrow unit.

Current Research Grants

During the year, the Charity awarded no new research grants due to recent previous commitments and a deferral of certain strategic projects to do with research. The main activity during the year on existing grants was as follows:

- The Candlelighters Research Fellows programme was created to utilise the research expertise and facilities of the University of Leeds and Leeds Teaching Hospitals NHS Trust to support the research training of academic paediatric oncologists and haematologists, and in order to ensure doctors with relevant expertise are based in Yorkshire to look after children affected by cancer. Candlelighters has supported nine Fellows to date including the recruitment of an additional two new Fellows which started in autumn 2020. During 2018/19, Candlelighters approved a further £1,337,433 of funding to the programme.
- Candlelighters continued to fund the Yorkshire Specialist Register of Cancer in Children and Young People. This is a research database which is used to support research into the effectiveness of cancer treatments and any complications which emerge several years after therapy has been completed. Expertise from the Register was used during the year to assess the impact of COVID-19 on children affected by cancer.
- Candlelighters continued funding to contribute towards making it possible for the University of Leeds and the Leeds NHS Trust to create a joint academic-clinical position in neurosurgery and for this post to have dedicated research time. This is the first position of its kind at Leeds.
- Candlelighters continued funding a pilot study to whether a new blood test could shorten the duration of treatment meaning less time in hospital and requiring antibiotics.

THE CANDLELIGHTERS TRUST

Report of the Trustees for the year ended 28 February 2021 (continued)

Plans for the future

Candlelighters, like many other charities, was impacted by COVID-19 throughout 2020/2021, both in terms of income generation and its service delivery. It is anticipated that the Charity and the families it supports will continue to experience the effects of COVID-19 in the coming year and beyond. As Candlelighters looks to the future, it will be focusing on protecting its income and supporting even more families affected by childhood cancer.

The Charity remains committed to the key aims within its 2020/2025 strategy and has adapted its timeframes for delivery as a result of COVID-19, continuing to closely monitor income generation, putting in place safeguards to ensure Candlelighters is financially stable now and in the future.

Candlelighters key aims are to:

- Maintain high quality family support services
- Expand current family support services across Yorkshire, taking support closer to home for families
- Provide equitable support for families affected by childhood cancer across Yorkshire regardless of their principal treatment centre in Yorkshire
- Invest further in research; to include the funding of a new leading research programme in Supportive Care resulting in improved quality of life for children affected by childhood cancer
- Be more digital in everything we do
- Support the development of the new Children's Hospital for oncology families and be the Centre of Excellence nationally with regards to our model of support for families affected by childhood cancer
- Protect, maintain and increase income in the next 5 years to enable the implementation of our strategic plan

This coming year it is incredibly important for Candlelighters to protect its income, ensuring it can support families affected by childhood cancer in years to come, however the Charity is also excited to be in position to be able to progress some of its key aims.

Candlelighters is extremely excited about the year ahead where it will see a return to being able to provide face to face support including groups, trips and events. Candlelighters Family Support Centre, The Square, will also be back open to families and will provide essential respite through wellbeing services and talking therapies.

Candlelighters will be further developing its 'Candlelighters In Your Community' model, bringing support closer to families in their communities across Yorkshire. The Charity will also be taking steps to invest in a supportive care research programme to improve the lives of children with cancer as well as progressing its aim to be more digital.

2020 saw the need for Candlelighters to respond quickly to the pandemic, to be more agile and to adapt its ways of working. This coming year the Charity will continue to take the positive outcomes of these learnings and build on them so that it can provide the best possible support to families affected by childhood cancer both now and in the future.

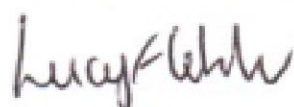
Auditors

The auditors Thomas Coombs Limited will be proposed for re-appointment at the forthcoming Annual General Meeting.

Small Company Exemptions

The Trustees have taken advantage of the small company exemptions within the Companies Act 2006 in connection with the preparation of the Trustees Report.

Approved by the Board of Trustees on 29th September 2021 and signed on its behalf by:



L Fletcher, Company Secretary

THE CANDLELIGHTERS TRUST
Statement of Trustees' responsibilities

The Trustees (who are also directors of The Candlelighters Trust for the purposes of company law) are responsible for preparing the Trustees' Annual 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, which 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 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.



K Hardcastle
Chair - Trustee



Dr E M Richards
Trustee

Date: 29th September 2021

THE CANDLELIGHTERS TRUST

Independent auditors' report to the members of THE CANDLELIGHTERS TRUST

We have audited the financial statements of The Candlelighters Trust for the year ended 28 February 2021 which comprise the Group Statement of Financial Activities, the Group and the Parent Charitable Company Balance Sheet and the Group Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland.

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 28 February 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

THE CANDLELIGHTERS TRUST

Independent auditors' report to the members of THE CANDLELIGHTERS TRUST (continued)

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Based on our understanding of the entity and sector in which it operates, we identified the principle risks of non-compliance with laws and regulations related to charitable trusts and the application of charitable funds. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011.

We evaluated management's and those charged with governance's, incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined the principal risks were related to recognition of restricted funds and management bias in accounting estimates, especially deferred grants.

In response to these risks, audit procedures performed by the engagement team included:

- Discussions with management of known or suspected instances of non-compliance with laws and regulations and fraud.
- Challenging assumptions and judgements made by management in determining significant accounting estimates, in particular in relation to deferred grants.
- Identifying and testing journal entries.
- Reviewing minutes of meetings of those charged with governance.

THE CANDLELIGHTERS TRUST

Independent auditors' report to the members of THE CANDLELIGHTERS TRUST (continued)

There are inherent limitations in the audit procedures described above and the further removed non-compliance of laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement relating to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

C. Darwin

Christopher Darwin FCA (Senior Statutory Auditor)

for and on behalf of Thomas Coombs Limited

Statutory Auditor & Chartered Accountants

3365 Century Way,

Thorpe Park,

Leeds,

West Yorkshire

LS15 8ZB

Date: 29th September 2021

THE CANDLELIGHTERS TRUST (Company number 3020552)
Consolidated statement of financial activities for the year ended 28 February 2021
(incorporating statutory income & expenditure account)

		Unrestricted funds- core	Unrestricted funds - Exceptional legacy	Restricted funds	2021 Total funds	2020 Total funds
	Note	£	£	£	£	£
INCOME AND ENDOWMENTS FROM						
Donations and legacies:						
Donations and grants	2	955,638	-	335,511	1,291,149	1,261,297
Branch fundraising events		20,436	-	7,330	27,766	157,911
Legacies	3	124,216	650,000	-	774,216	204,725
Trading activities – sale of goods		4,043	-	-	4,043	12,719
Investment income	4	108,181	-	2	108,183	139,400
Total income and Endowments		1,212,514	650,000	342,843	2,205,357	1,776,052
Expenditure on						
Raising funds	5	455,168	-	52,436	507,604	566,963
Charitable activities	6	894,066	-	202,278	1,096,344	1,504,819
Total expenditure	8	1,349,234	-	254,714	1,603,948	2,071,782
NET INCOME/ (EXPENDITURE) FOR THE YEAR BEFORE TRANSFERS		(136,720)	650,000	88,129	601,409	(295,730)
Transfers from restricted reserve	21	13,453	-	(13,453)	-	-
NET INCOME/ (EXPENDITURE) FOR THE YEAR AFTER TRANSFERS		(123,267)	650,000	74,676	601,409	(295,730)
Net Gains and Losses						
Gains/(losses) on investments						
Realised		(43,512)	-	-	(43,512)	14,105
Unrealised		246,204	-	-	246,204	(44,831)
Net movement in funds		79,425	650,000	74,676	804,101	(326,456)
RECONCILIATION OF FUNDS						
Balances brought forward at 1 March 2020		2,709,886	-	670,927	3,380,813	3,707,269
TOTAL FUNDS CARRIED FORWARD AT 28 February 2021	21	2,789,311	650,000	745,603	4,184,914	3,380,813

The statement of financial activities includes all gains and losses recognised in the year.
All amounts related to continuing activities within the United Kingdom.

The notes on pages 21 to 37 form part of these financial statements.

THE CANDLELIGHTERS TRUST (Company number 3020552)
Balance sheet at 28 February 2021

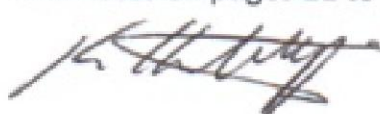
	Note	Group 2021 £	2020 £	Charity 2021 £	2020 £
Fixed assets					
Tangible fixed assets	10	597,379	846,382	597,379	846,382
Investments	11	3,426,263	3,234,179	3,453,070	3,260,986
		<u>4,023,642</u>	<u>4,080,561</u>	<u>4,050,449</u>	<u>4,107,368</u>
Current assets					
Stock		15,027	17,657	15,027	17,657
Debtors	12	69,817	205,304	69,817	205,304
Investments	13	560,020	294,641	560,020	294,641
Branch funds		32,146	33,046	32,146	33,046
Cash at bank and in hand		763,790	377,978	763,790	377,978
		<u>1,440,800</u>	<u>928,626</u>	<u>1,440,800</u>	<u>928,626</u>
Liabilities: amounts falling due within one year					
Grant awards	14	(626,446)	(669,087)	(626,446)	(669,087)
Other	14	(52,208)	(76,840)	(79,015)	(103,647)
		<u>762,146</u>	<u>182,699</u>	<u>735,339</u>	<u>155,892</u>
Net current assets		<u>762,146</u>	<u>182,699</u>	<u>735,339</u>	<u>155,892</u>
Total assets less current liabilities		<u>4,785,788</u>	<u>4,263,260</u>	<u>4,785,788</u>	<u>4,263,260</u>
Liabilities: amounts falling due after more than one year					
Grant awards	15	(600,874)	(882,447)	(600,874)	(882,447)
		<u>£4,184,914</u>	<u>£3,380,813</u>	<u>£4,184,914</u>	<u>£3,380,813</u>
Net assets	17	<u>£4,184,914</u>	<u>£3,380,813</u>	<u>£4,184,914</u>	<u>£3,380,813</u>
Funds of the Charity					
Unrestricted - free charitable reserve	21	1,940,391	1,090,671	1,940,391	1,090,671
Unrestricted – fixed assets reserve	21	597,379	846,382	597,379	846,382
Unrestricted- designated: supportive care	21	376,541	377,833	376,541	377,833
Unrestricted- designated: digital	21	150,000	-	150,000	-
Unrestricted- designated: Sheffield	21	65,000	65,000	65,000	65,000
Unrestricted- designated: Cottage	21	10,000	30,000	10,000	30,000
Unrestricted- designated: research pot	21	300,000	300,000	300,000	300,000
Restricted	21	745,603	670,927	745,603	670,927
		<u>£4,184,914</u>	<u>£3,380,813</u>	<u>£4,184,914</u>	<u>£3,380,813</u>
Total funds	21	<u>£4,184,914</u>	<u>£3,380,813</u>	<u>£4,184,914</u>	<u>£3,380,813</u>

Approved by the board of Trustees on 29th September 2021 and signed on its behalf by:

K Hardcastle (Chair - Trustee)

Dr E M Richards (Trustee)

The notes on pages 21 to 38 form part of these financial statements.




THE CANDLELIGHTERS TRUST
Consolidated Cash Flow Statement
For the year ended 28 February 2021

	Note	2021 £	2020 £
Cash flows from operating activities:			
Cash generated from/ (used in) operations	a	<u>736,698</u>	<u>(570,138)</u>
Net cash generated from/ (used in) operating activities		<u>736,698</u>	<u>(570,138)</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		(4,146)	(33,900)
Purchase of fixed asset investments		(1,203,875)	(534,779)
Sale of fixed asset investments		856,235	766,396
Net cash (used in)/ generated from investing activities		<u>(351,786)</u>	<u>197,717</u>
Change in cash and cash equivalents in the reporting period		<u>384,912</u>	<u>(372,421)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>411,024</u>	<u>783,445</u>
Cash and cash equivalents at the end of the reporting period	b	<u><u>£795,936</u></u>	<u><u>£411,024</u></u>

The notes on pages 21 to 38 form part of these financial statements.

THE CANDLELIGHTERS TRUST
Consolidated Cash Flow Statement Notes
For the year ended 28 February 2021

a. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	804,101	(326,456)
Adjustments for:		
Depreciation charges	58,761	70,074
Fixed asset impairment	194,388	-
Net unrealised (gains)/losses on fixed asset investments	(246,204)	44,831
Net realised (gains)/losses on fixed asset investments	43,512	(14,105)
(Increase)/ decrease in cash held within investments	92,869	(107,052)
(Increase)/decrease in stock	2,630	399
(Increase)/decrease in debtors	135,487	159,650
Increase/(decrease) in creditors	(348,846)	(397,479)
Net cash generated from/ (used in) operating activities	<u>£736,698</u>	<u>£(570,138)</u>

b. COMPOSITION OF CASH AND CASH EQUIVALENTS

	2021 £	2020 £
Branch funds	32,146	33,046
Cash at bank and in hand	763,790	377,978
Cash and cash equivalents	<u>£795,936</u>	<u>£411,024</u>

The notes on pages 21 to 38 form part of these financial statements.

1 Accounting Policies

Basis of Preparation

The financial statements of the Charity, which is a public benefit entity under FRS 102, 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 issued in October 2019, '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.

Basis of Consolidation

The consolidated accounts incorporate the accounts of the Charity and its wholly-owned subsidiary undertaking. The Charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and SORP 2015 and has not presented its own Income and Expenditure account in these financial statements. A separate Statement of Financial Activities for the Charity is not considered necessary because the activities of the Charity and the wholly owned subsidiary undertaking are easily distinguished within the consolidated Statement of Financial Activities. The accounts include the activities of both the head office and those of its various branches.

Fund Accounting

Monies earmarked by donors or by the terms of an appeal for particular projects are accounted for separately, in Restricted Funds. The notes to the accounts show the movements and balances on any such Restricted Funds. Unrestricted funds may be spent on any legitimate charitable aim as laid down in the Charity's memorandum of association.

Unrestricted funds are held in the general reserve except to the extent that the Trustees consider it appropriate to make transfers to designated funds to meet the expected cost of planned awards for the future. As costs on such awards are incurred, they are charged against the designated fund to the extent that the fund proves sufficient. Any balance of such expenditure is charged against the general fund. If the project costs less than the amount in the designated fund, any surplus is transferred back to the general fund.

The group's accounting systems allocate all income, expenditure, assets, liabilities and reserves between these funds. The statement of financial activities shows separately the income, expenditure and any transfers relating to restricted funds, designated funds and general reserves. Assets and liabilities attributed to each fund are disclosed in the notes to the financial statements.

Income

Donations and fundraising event income are included in the Statement of Financial Activities when:

- the Charity is told it is to receive the gift or donation;
- the Trustees are reasonably certain of the amount to be received;
- the Trustees are reasonably certain they will receive the money; and
- any conditions for receipt are met.

Legacies are recognised when it is probable that they will be received. Receipt is normally probable when:

- there has been grant of a probate;
- the executors have established that there are sufficient assets in the estate after settling any liabilities to pay the legacy; and
- any conditions attached to the legacy are either within the control of the Charity or have been met.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the company will comply with conditions attaching to them and the grants will be received using the accruals model.

Volunteers and Donated Services and Facilities

The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the Trustees' annual report.

Where services are provided to the Charity as a donation that would normally be purchased from a supplier, this contribution is included in the financial statements at an estimate based on the value of the contribution to the Charity.

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

1 Accounting Policies (continued)

Expenditure

Liabilities are recognised as resources are expended or as soon as there is a legal or constructive obligation committing the Charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the Charity. The grants are accounted for where either the Trustees have agreed to pay the grant without condition and the recipient has a reasonable expectation that they will receive a grant, or any condition attaching to the grant is outside the control of the Charity.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Cost Allocation

The Statement of Recommended Practice requires that costs are allocated where appropriate to charitable expenditure and to costs of generating funds. The Charity's central overheads, including staff costs, have been allocated to charitable activity and costs of generating funds on the basis of the allocated time spent by staff on those functions with the aim of ensuring that those costs remaining with governance costs relate to the management of the Charity's assets, organisational administration and compliance with constitutional and statutory requirements.

Costs of Raising Funds

The costs of raising funds consist of commercial trading costs, investment management fees, branch fundraising events and those other costs incurred in attracting voluntary income.

Charitable Activities

Costs of charitable activities include grants made and an apportionment of overhead and support costs.

Governance Costs

Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

Pension Contributions

The Charity pays defined contributions into the pension schemes of several employees. These amounts are charged to the Statement of Financial Activities as they become payable and in accordance with their functional classification.

Operating Leases

Rental charges are charged on a straight-line basis over the term of the lease.

Tangible Fixed Assets

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets capable of operating as intended, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Equipment	20% reducing balance
Fixtures and fittings	10% reducing balance, 20% reducing balance
Pavilion	20% on cost
The Square	10% on cost
Brandon Cottage	2% on cost

No depreciation is charged on tangible fixed assets until they are capable of operating as intended.

THE CANDLELIGHTERS TRUST**Notes to the financial statements for the year ended 28 February 2021 (continued)****1 Accounting Policies (continued)****Impairment**

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at year end. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

Fixed and Current Asset Investments

Quoted investments are stated at mid-market value. All losses and gains are taken direct to the Statement of Financial Activities as they arise.

Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (purchase date if later). Unrealised gains and losses are calculated as the difference between the market value at the year end and opening market value (or purchase date if later).

Stock

Stock is valued at the lower of cost and net realisable value. Cost is based on the cost of purchase on a first in, first out basis. Net realisable value is based on estimated selling price less additional costs to disposal.

2 Donations and grants

	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Community	488,812	22,807	511,619	774,566
Corporate	287,710	10,308	298,018	412,483
Trusts and Foundations	35,251	292,396	327,647	74,248
Government COVID-19 Grants	143,865	10,000	153,865	-
	<u>£955,638</u>	<u>£335,511</u>	<u>£1,291,149</u>	<u>£1,261,297</u>
 <i>Total 2020</i>	 <u>£1,179,577</u>	 <u>£81,720</u>	 <u>£1,261,297</u>	

Of the £153,865 Government COVID-19 grants, £143,865 related to the Job Retention Scheme received for members of staff on furlough.

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

3 Legacies

	Unrestricted Funds - Core	Unrestricted Funds – Exceptional legacy	Restricted Funds	2021 Total	2020 Total
	£	£	£	£	£
Legacies	124,216	650,000	-	774,216	204,725
	<u>£124,216</u>	<u>£650,000</u>	<u>£-</u>	<u>£774,216</u>	<u>£204,725</u>
<i>Total 2020</i>	<u>£204,725</u>	<u>£-</u>	<u>£-</u>	<u>£204,725</u>	

The exceptional income relates to an extraordinary large single legacy for which there were no specific restrictions attached to the donation.

4 Investment Income

	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Income from listed investments	108,128	-	108,128	137,343
Bank and other interest	53	2	55	2,057
	<u>£108,181</u>	<u>£2</u>	<u>£108,183</u>	<u>£139,400</u>
<i>Total 2020</i>	<u>£139,161</u>	<u>£239</u>	<u>£139,400</u>	

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

5 Costs of Raising Funds

	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Postage	1,592	-	1,592	5,277
Newsletter	1,795	3,442	5,237	18,720
Fundraising expenses	23,635	2,115	25,750	89,731
Opening stock	17,657	-	17,657	18,056
Cost of merchandise sold	729	-	729	12,971
Closing stock	(15,027)	-	(15,027)	(17,657)
IT costs	5,579	3,329	8,908	6,427
Banking and platform charges	11,785	-	11,785	4,419
Website costs	12,000	-	12,000	13,125
Branch fundraising costs	2,028	6,242	8,270	61,463
Investment management costs	22,223	-	22,223	19,542
Staff training	289	-	289	4,774
Waverley premises costs	14,174	11,766	25,940	34,170
Support costs				
Apportioned staff costs	298,818	25,542	324,360	295,945
Staff costs covered by government grants	57,891	-	57,891	-
	<u>£455,168</u>	<u>£52,436</u>	<u>£507,604</u>	<u>£566,963</u>
 <i>Total 2020</i>	 <u>£531,059</u>	 <u>£35,904</u>	 <u>£566,963</u>	

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

6 Charitable Activities

	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
<i>Research grants</i>				
Total grants awarded (see note 22)		-	-	15,691
Grants no longer required	-	-	-	(182,048)
<i>Other grants</i>				
Total grants awarded (see note 22)	116,870	1,000	117,870	615,830
Grants no longer required	(24,490)	-	(24,490)	(152,463)
<i>Other charitable activities</i>				
Family financial support	68,967	25,694	94,661	118,449
Support groups and parent information	7,628	5,848	13,476	38,175
Holidays for families	(1,209)	-	(1,209)	101,027
Recruitment costs	-	-	-	36,121
Hospital Equipment and support	7,112	-	7,112	18,143
Candlelighters bus	-	-	-	29,335
Brandon cottage costs	3,856	4,146	8,002	13,136
Brandon cottage impairment	194,388	-	194,388	-
Depreciation of Brandon cottage and fittings	26,864	-	26,864	29,637
Global Make Some Noise- Twin Vision	-	2,625	2,625	5,682
Animation				
<i>@The Square</i>				
- Running costs	12,740	10,258	22,998	53,789
- Depreciation of The Square	22,530	-	22,530	22,530
- Wellbeing treatments and support	31,386	24,800	56,186	157,615
- Front line staff costs	145,250	55,767	201,017	191,974
- Staff costs covered by government grants	36,830	-	36,830	-
<i>Support costs</i>				
Depreciation	9,367	-	9,367	17,907
Candlelighters car	126	-	126	7,829
IT costs	5,579	3,329	8,908	6,427
Other support costs	10,074	-	10,074	17,620
Auditors' remuneration – payroll services	931	878	1,809	1,992
Other staff costs- charity management and central support of charitable activities	153,310	63,040	216,350	319,672
Staff costs covered by government grants	49,144	-	49,144	-
Governance costs (note 7)	16,813	4,893	21,706	20,749
	<u>£894,066</u>	<u>£52,436</u>	<u>£1,096,344</u>	<u>£1,504,819</u>
<i>Total 2020</i>	<u>£1,634,729</u>	<u>£(129,910)</u>	<u>£1,504,819</u>	

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

7 Governance Costs

	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Auditors' remuneration	5,310	2,790	8,100	7,968
Legal and professional	4,230	2,103	6,333	4,421
Apportioned staff costs	6,860	-	6,860	6,523
Meetings	413	-	413	1,837
	<u>£16,813</u>	<u>£4,893</u>	<u>£21,706</u>	<u>£20,749</u>
<i>Total 2020</i>	<u>£20,749</u>	<u>£-</u>	<u>£20,749</u>	

8 Total Resources Expended

	Staff Costs £	Depreciation £	Other Costs £	2021 Total £	2020 Total £
Costs of raising funds	382,251	-	125,353	507,604	566,963
Charitable activities (excluding governance)	503,341	58,761	512,536	1,074,638	1,484,070
Governance costs	6,860	-	14,846	21,706	20,749
	<u>£892,452</u>	<u>£58,761</u>	<u>£652,735</u>	<u>£1,603,948</u>	<u>£2,071,782</u>
<i>Total 2020</i>	<u>£814,114</u>	<u>£70,074</u>	<u>£1,187,594</u>	<u>£2,071,782</u>	

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

9 Total Resources Expended (continued)

Staff Costs	2021 £	2020 £
Wages and salaries	788,361	721,610
Social security costs	67,618	63,193
Pension costs	36,473	29,311
	£892,452	£814,114

The total employment costs to the charity of the key management personnel during the year was £249,076 (2020: £198,135).

The average number of key management personnel during the year was 5 (2020: 4).

Reimbursed expenses, which are all subject to the Charity's processes of internal controls, do not form part of remuneration and are not included above.

The Trustees received no remuneration and were not reimbursed for any expenses during the year (or previous year).

All Trustees give their time freely and no Trustee remuneration was paid in the year. During the year monetary donations made by Trustees to the Charity totalled £60 (2020: £60).

One employee received emoluments in the banding of £60,000 - £70,000 (2020: nil).

The average number of paid employees (including part-time) was:

	2021 Number	2020 Number
Administration, management, fundraising and charitable expenditure support	31	31

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

9 Comparatives for the Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	2020 Total £
INCOME AND ENDOWMENTS FROM			
Donations and legacies:			
Donations and grants	1,179,577	81,720	1,261,297
Branch fundraising events	76,105	81,806	157,911
Legacies	204,725	-	204,725
Trading activities – sale of goods	12,719	-	12,719
Investment income	139,161	239	139,400
	<hr/>	<hr/>	<hr/>
Total Income and Endowments	1,612,287	163,765	1,776,052
	<hr/>	<hr/>	<hr/>
Expenditure on			
Raising funds	531,059	35,904	566,963
Charitable activities	1,634,729	(129,910)	1,504,819
	<hr/>	<hr/>	<hr/>
Total Expenditure	2,165,788	(94,006)	2,071,782
	<hr/>	<hr/>	<hr/>
NET INCOME/ (EXPENDITURE) FOR THE YEAR BEFORE TRANSFERS	(553,501)	257,771	(295,730)
Transfers to restricted research	21,349	(21,349)	-
	<hr/>	<hr/>	<hr/>
NET INCOME/ (EXPENDITURE) FOR THE YEAR AFTER TRANSFERS	(532,152)	236,422	(295,730)
	<hr/>	<hr/>	<hr/>
Net Gains and Losses			
Gains / (losses) on fixed asset investments			
Realised	14,105	-	14,105
Unrealised	(44,831)	-	(44,831)
	<hr/>	<hr/>	<hr/>
NET MOVEMENT IN FUNDS	(562,878)	236,422	(326,456)
	<hr/>	<hr/>	<hr/>
Reconciliation of funds			
Balances brought forward at 1 March 2019	3,272,764	434,505	3,707,269
	<hr/>	<hr/>	<hr/>
BALANCES CARRIED FORWARD AT 28 February 2020	£2,709,886	£670,927	£3,380,813
	<hr/>	<hr/>	<hr/>

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

10 Tangible Fixed Assets

Group and Charity:

	Freehold Property	Leasehold Improvements		Fittings & fixtures	Equipment	
	Brandon Cottage £	@The Square £	Pavilion £	Brandon Cottage £	£	Total £
Cost						
As at 1 March 2020	634,779	225,303	326,539	114,890	67,090	1,368,601
Additions	500	-	-	-	3,646	4,146
Disposals	-	-	-	-	-	-
As at 28 February 2021	635,279	225,303	326,539	114,890	70,736	1,372,747
Accumulated depreciation						
As at 1 March 2020	15,689	135,204	326,539	21,563	23,224	522,219
Charge for the year	12,702	22,530	-	14,162	9,367	58,761
Impairment	194,388	-	-	-	-	194,388
Eliminated on disposal	-	-	-	-	-	-
As at 28 February 2021	222,779	157,734	326,539	35,725	32,591	775,368
Net book value						
At 28 February 2021	£412,500	£67,569	£ -	£79,165	£38,145	£597,379
At 28 February 2020	£619,090	£90,099	£ -	£93,327	£43,866	£846,382

The Trustees considered costs incurred in the building of the Pavilion are improvements on leasehold land owned by the Leeds General Infirmary.

The Square costs represent capital improvements and internal fittings and furniture within a short leasehold property. The property hosts the family support centre of the Charity.

The freehold property represents the asset of Brandon Cottage.

In the financial year, the Charity gained more details about the planned new children's hospital including information on timescales, location and the possible accommodation for families. From these details, the most likely expectation is that accommodation will be available to families closer to the new location of the hospital than Brandon Cottage. As such, whilst we intend to keep the Cottage as long as it remains valuable to the families and the Charity which is expected to be for a number of years, the potential period of the value in use is likely to be shorter. Accordingly, having reviewed the expected value in use versus up to date market values obtained, the Cottage carrying value has been reduced to the market value. This has resulted in an impairment in the financial statements of £194,388. The carrying value will continue to be reviewed in light of any developments and updated information regarding the new children's hospital.

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

11 Fixed Asset Investments

	Group £	Charity £
Quoted investments		
Market value at 1 March 2020	3,193,346	3,193,346
Additions	821,643	821,643
Disposals	(858,966)	(858,966)
Net unrealised gains	228,265	228,265
	<hr/>	<hr/>
	3,384,288	3,384,288
 Cash at bank awaiting re-investment	 41,975	 41,975
 Subsidiary undertaking: cost	 -	 26,807
	<hr/>	<hr/>
Market value at 28 February 2021	£3,426,263	£3,453,070
	<hr/>	<hr/>
 Historical cost as at 28 February 2021	 £2,766,839	 £2,825,325
	<hr/>	<hr/>

At 28 February 2021, investments in Baillie Gifford American W1 Distribution fund represented 6.9% of the total investment portfolio with Artemis Fund Managers representing 5.7%. No other individual investment represented more than 5% of the investment portfolio. In 28 February 2020 no individual investment represented more than 5% of the total investment portfolio valuation although as a category UK Government Stock represented 8.6%.

A separate investment portfolio with a lower risk categorisation is held for liquidity and working capital purposes and disclosed as a current asset in note 13.

All investments are carried at their fair value. Investment in equities and fixed interest securities are all traded in quoted public markets, primarily the London Stock Exchange. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The significance of financial instruments to the ongoing financial sustainability of the Trust is considered in the financial review and investment policy and performance sections of the Trustees' Annual Report.

The main risk to the Charity from financial instruments arises from uncertain investment markets resulting in variable income and capital returns from the portfolio of assets.

Currency translation risks remain for those companies and bonds that are exposed to overseas earnings and assets.

Liquidity risk is anticipated to be low as all assets are traded on recognised exchanges with good liquidity and high trading volumes. The Charity's portfolio has no material investment holdings in markets subject to exchange controls or trading restrictions.

The Charity manages investment risk by appointing professional investment managers and operating an investment policy that provides for a high degree of diversification of holdings within investment asset classes that are quoted on recognised stock exchanges.

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

11 Fixed Asset Investments (continued)

The Charity does not make use of derivatives and similar complex financial instruments as it takes the view that investments are held for their longer term total return. Whilst some level of volatility can reasonably be expected, historic studies of quoted financial instruments have shown that volatility in any particular five year period will normally be corrected.

Subsidiary undertaking

The £26,807 investment represents a 100% holding in the issued share capital of Candlelighters Trading Limited, a company registered in England and Wales. The subsidiary was dormant with net assets of £26,807.

12 Debtors

	Group 2021 £	2020 £	Charity 2021 £	2020 £
Amounts falling due within one year:				
Accrued legacy income	50,000	178,696	50,000	178,696
Prepayments and other accrued income	19,817	26,608	19,817	26,608
	<u>£69,817</u>	<u>£205,304</u>	<u>£69,817</u>	<u>£205,304</u>

13 Current Asset Investments

	Group 2021 £	2020 £	Charity 2021 £	2020 £
Listed investments	560,020	294,641	560,020	294,641
	<u>£560,020</u>	<u>£294,641</u>	<u>£560,020</u>	<u>£294,641</u>

The fair value of listed investments is determined by reference to the quoted price for identical assets in an active market at the balance sheet date.

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

14 Liabilities: Amounts Falling Due Within One Year

	Group 2021 £	2020 £	Charity 2021 £	2020 £
Creditors in the ordinary course of activities	16,912	36,258	16,912	36,258
Amount owed to subsidiary	-	-	26,807	26,807
Accruals	15,460	17,421	15,460	17,421
Social security	15,389	17,998	15,389	17,998
Other creditors	4,447	5,163	4,447	5,163
	<u>52,208</u>	<u>76,840</u>	<u>79,015</u>	<u>103,647</u>
Grant awards	626,446	669,087	626,446	669,087
	<u>£678,654</u>	<u>£745,927</u>	<u>£705,461</u>	<u>£772,734</u>

15 Liabilities: Amounts Falling Due After More Than One Year

	Group 2021 £	2020 £	Charity 2021 £	2020 £
Grant awards	£600,874	£882,447	£600,874	£882,447

16 Reconciliation of Grants Awarded

Group and Charity

	2021 £	2020 £
Opening liability obligation	1,551,534	2,000,630
Grants awarded in the year (note 22)	117,870	631,521
Provisions no longer required	(24,490)	(334,511)
Paid during the year	(417,594)	(746,106)
	<u>£1,227,320</u>	<u>£1,551,534</u>
Closing liability obligation		

THE CANDLELIGHTERS TRUST**Notes to the financial statements for the year ended 28 February 2021 (continued)****17 Analysis of Group Assets between Funds**

	Restricted Funds £	General Funds £	Total Funds £
Tangible fixed assets	-	597,379	597,379
Fixed asset investments	-	3,426,263	3,426,263
Other current assets	745,603	695,197	1,440,800
Liabilities	-	(1,279,528)	(1,279,528)
	<hr/>	<hr/>	<hr/>
Net assets at 28 February 2021	£745,603	£3,439,311	£4,184,914
	<hr/>	<hr/>	<hr/>

18 Taxation

The Candlelighters Trust is a registered charity and therefore is not liable to income tax and corporation tax on income and gains derived from its charitable activities as it falls within the various exemptions available to registered charities.

The subsidiary does not have charitable status and is fully subject to taxation. At present the trading subsidiary is dormant and has not traded within the financial year.

19 Trustees Interests and Related Party Disclosures

Trustees are required to declare an interest in contracts with which they are connected. Several Trustees use their expertise in areas affecting The Candlelighters Trust but no Trustee had any significant personal financial interest in contracts with the Charity during the year.

Medical Trustees and members of the Medical Review Panels are not precluded from applying for grant funding for projects. Interests in projects are required to be disclosed and the relevant Trustees and panel members take no part in the decision process. Their projects are assessed using the same criteria as that which applies to all potential grantees.

20 Capital

The Candlelighters Trust is a charitable company, limited by guarantee and has no share capital. The members have agreed to contribute £1 each to the Charity's assets in the event of it winding up, if its assets should prove insufficient to cover its liabilities.

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

21 Movements in Funds

	At 1 March 2020	Incoming Resources	Resources Expended	Restriction Full filled	Other Transfers	Other Gains & Losses	At 28 February 2021
<u>Unrestricted funds</u>							
Free Charitable Reserve	1,090,671	1,862,514	(1,092,725)	12,289	(135,050)	202,692	1,940,391
Fixed assets reserve (note 10)	846,382	-	(253,149)	1,164	2,982	-	597,379
Designated Funds- Digital	-	-	-	-	150,000	-	150,000
Designated Funds-Supportive Care	377,833	-	-	-	(1,292)	-	376,541
Designated Funds-Sheffield	65,000	-	-	-	-	-	65,000
Designated Funds-Cottage	30,000	-	(3,360)	-	(16,640)	-	10,000
Designated Funds-Research Pot	300,000	-	-	-	-	-	300,000
<u>Restricted Funds</u>							
Research Fund	622,167	7,534	(6,242)	-	-	-	623,459
Children in Need- Wishes and Memories	-	3,612	(3,591)	-	-	-	21
Children in Need- Twin Vision	4,318	10,000	(2,625)	-	-	-	11,693
Movement for Good	44,442	-	(1,569)	-	-	-	42,873
Global Make Some Noise	-	14,000	(11,705)	-	-	-	2,295
The Kentown Wizard Foundation	-	16,000	(16,000)	-	-	-	-
The Julia and Hans Rausing Trust	-	159,480	(123,759)	-	-	-	35,721
The Susie P Foundation	-	11,400	(11,400)	-	-	-	-
National Lottery Community Fund	-	37,840	(37,043)	-	-	-	797
Other	-	82,977	(40,780)	(13,453)	-	-	28,744
Total	£3,380,813	£2,205,357	£(1,603,948)	£ -	£ -	£202,692	£4,184,914

Restricted Funds

Monies donated to the Research Fund are restricted solely for the purpose of funding research.

The Children in Need – Wishes and memories fund is a donation from Children in Need restricted solely to go towards wishes and memories for patients and families

The Children in Need – Twin Vision fund is donations from Children in Need restricted solely for the purpose of an animation project supported by Twin Vision.

21 Movements in Funds (continued)

The Movement for Good fund reflects amounts donated from the organisation Ecclesiastical under their Movement for Good programme which are restricted to funding the Charity's Family Network.

The Susie P Foundation amount relates to funding received in the year restricted towards COVID-19 Family Support Activities and Christmas Grants.

The National Lottery Community Fund is a Coronavirus Community Support Fund which has been specifically provided to support the Charity during the Coronavirus pandemic and the funds are restricted towards certain activities including Family Support staff.

The Julia and Hans Rausing Trust amount relates to funding received in the year to support core costs during COVID-19.

The Kentown Wizard Foundation fund reflects funding received in the year to help with Family Support staff costs.

General Funds

The general Free Charitable Reserve can also fund research.

The fixed assets reserve represents funds tied up in tangible fixed assets and so are funds which are excluded from "free" general reserves. The fixed assets can be seen in note 10 and the majority of the asset value and associated reserve relates to the Candlelighters Cottage.

Designated Funds

The supportive care designated fund reflects the Board's strategy to support the development of a new research programme in Supportive Care and the estimated reserves that will be required taking into account reserves restricted to research.

The Sheffield designated fund reflects the amounts designated to enhance the Charity's geographical reach and penetration across the whole of Yorkshire.

The Cottage designated fund reflects an estimation for expenditure in the next year to invest in the Cottage.

The Research Pot designated fund is the amount of reserves designated for other research beyond other restricted and designated amounts.

During the financial year the Board designated £150,000 of funds to making the Charity more digital. This is deemed a critical strategy in order for the Charity to keep pace with the times and keep relevant.

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

22	Grants Awarded	2021 £	2020 £
	<u>Research grants</u>		
	Pilot Study for Reduced Antibiotics <i>Funding a pilot study to whether a new blood test can shorten duration of treatment meaning a shorter time in hospital and on antibiotics</i>	-	14,436
	Exploration to increase physical activity on the ward	-	1,255
		<hr/>	<hr/>
		-	15,691
		<hr/>	<hr/>
	<u>General grants</u>		
	Dinner lady – 3 year period	-	72,930
	Outreach play specialists -3 year period	-	205,565
	Eckersley House	15,000	-
	Ward playteam and clinic play workers –3 year period	-	225,000
	Social Workers - 6 month extension	78,236	-
	- 1 year period	-	85,000
	Paediatric Radiographer – 1 year period	23,628	-
	Speech and Language Specialist – 3 year period	-	15,563
	Small miscellaneous grants - 1 year period	-	11,772
	Other	1,006	-
		<hr/>	<hr/>
		117,870	615,830
		<hr/>	<hr/>
	Total	£117,870	£631,521
		<hr/>	<hr/>
23	Controlling Party		

The Trustees of The Candlelighters Trust are considered to be the controlling party of the company.

THE CANDLELIGHTERS TRUST

Notes to the financial statements for the year ended 28 February 2021 (continued)

24 Operating Lease Commitments

At 28 February 2021, the Charity had the following total minimum commitments (effectively the period until break clauses) under non-cancellable operating leases as set out below.

	2021	2020
	Total	Total
	£	£
Operating leases which expire in:		
Less than 1 years	10,007	36,546
1 to 5 years	88,510	100,738
More than 5 years	-	-
	<u> </u>	<u> </u>