

**CANCER SUPPORT SUFFOLK**



**ANNUAL REPORT**

**&**

**FINANCIAL STATEMENTS**

**For the year ended 31 July 2024**

**Registered Charity No: 1073241**

## **CANCER SUPPORT SUFFOLK**

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# **CANCER SUPPORT SUFFOLK**

## **REFERENCE AND ADMINISTRATIVE INFORMATION**

**Charity Registration Number – 1073241**

**Name:** - The name of the charity is Cancer Support Suffolk

**Present Trustees**

Jonathan Ripman  
Chris Gray  
John Button  
Dr Liz Sherwin  
Stephen Runnacles  
Rosetta Richardson appointed 1/11/2023  
Jonathan Agar DL appointed 21/10/2024  
Teresa Ann Budrey appointed 21/10/2024

**Administrative Offices**

58 St Margarets Street  
Ipswich  
IP4 2BD

**Independent Examiner**

Simon Lasky  
RDP Accountants  
Dencora Business centre  
36 White House Road  
Ipswich  
IP1 5LT

**Bankers**

Barclays Bank plc  
Leicester  
Leicestershire  
LE87 2BB

# **CANCER SUPPORT SUFFOLK**

## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 July 2024**

The trustees present their annual report and financial statements for the year ended 31 July 2024.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

#### **Legal and administrative information**

The information on page 1 forms part of this report.

The trustees set out below have held office during the entire year to the date of this report, are shown on page 1 of this report.

The Charity was registered on 11 January 1999.

The Charity is governed by Scheme Regulations approved by the Charity Commission.

#### **Management and governance arrangements**

The appointment of trustees is by a resolution of the trustees. New trustees are identified by the existing trustees and invited to join the trustee body. They are chosen as being people of good character and standing within the local community usually with previous experience of being a charity trustee. With this background formal training is not usually required but where necessary appropriate briefing is arranged. Background information is provided in the form of previous year's annual report and financial statements, minutes of the meetings of the trustees in the previous year and an introduction meeting with existing Trustees..

Trustees meet every month to consider the how the Charity is faring.

#### **Objectives and activities for the Public Benefit**

CSS is an independent charity that has no affiliation to any national charity or organization. Our objectives are to educate the community on cancer & body awareness, to improve the wellbeing for those with a cancer diagnosis through educational and wellbeing workshops, counselling, and complementary therapies. To reduce the fear of cancer its diagnosis and treatment which enables us to help before, during and after cancer.

#### **Review of the year**

Set up in 1998, Cancer Support Suffolk, helps people before, during and after cancer. Our dedicated team includes complementary therapists, counsellors, educators, ambassadors and business brains that come together to educate and support the people of Suffolk about cancer. We are inherently local. We believe in this little slice of the UK, it's home. .That's why all money raised stays within the county.

It has been an exciting year for our Charity, with a change of staff enabling us to raise more funds and expand our services to Cancer Suffers.

# **CANCER SUPPORT SUFFOLK**

## **TRUSTEES' REPORT [continued] FOR THE YEAR ENDED 31 July 2024**

### **Review of the Year (continued)**

On 15th November 2023, the Trustees decided to change the name of the Charity from Cancer Campaign in Suffolk, to Cancer Support Suffolk. The Trustees feel that the new name more accurately reflects the range of activities carried out by the Charity.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Overview of our main activities Prevention (helping before) One in two of us will have a cancer diagnosis in our lifetime; therefore, we will all know someone or will be that person with a cancer diagnosis. These are scary statistics!

CSS understands the importance of getting the message of self- management, awareness and prevention into our community. We all need to understand what the risks are, what changes to look out for and to know what our bodies look like today, so if tomorrow there are some changes we can recognise them and act by visiting our GP's.

National research by CRUK shows that an early diagnosis leads to more successful and less invasive treatment, meaning what is learnt at one of our workshops really can save lives.

Therapies (during) in clinical and community settings The CSS cancer specialist complementary therapy team provide free therapies and counselling to those with a cancer diagnosis. The project provides a variety of therapies that all result in an increase in the wellbeing of each patient. We use the most appropriate therapy for each individual, factoring in which cancer, what the psychological effects are, what surgery they have had, the type of treatment and its effects. This is a project about people and their wellbeing and giving them confidence to help with the management of their own treatment.

Our new website <https://www.cancersupportsuffolk.co.uk/> contains incredibly moving stories from people we have helped in the past, as well as a full description of the wide range of support we offer to the General Public.

### **Review of financial situation**

There was a surplus for the year ended 31 July 2024 of £69,160 [2023: Deficit £23,055]. The activities of the Trust are affected by the level of income produced by fund raising activities. Our income during the year was £281,738, compared to £142,099 in the previous year.

### **Investment policy**

The policy is to generate income from all surplus funds we may have from time to time. Our deposits are reviewed on a quarterly basis to ensure both the generation of the most income, while protecting the Charity's assets.

### **Reserves policy**

Unrestricted reserves, of £86,474, are carried forward for future periods. The restricted funds, of £150,834 are to be carried forward and used to fund specific projects

### **Going concern**

Trustees consider that with these provisions the Trust remains a going concern.

## **CANCER SUPPORT SUFFOLK**

### **TRUSTEES' REPORT [continued] FOR THE YEAR ENDED 31 July 2024**

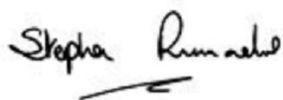
#### **Risk review**

The trustees continue to review the major risks to which the charity is exposed, and the systems in place to mitigate against those risks.

The trustees will work towards increasing the promotion of the Trust to those who might benefit from their benevolence. This is to ensure that the income at their disposal is fully utilised in meeting the objects of the trust deed.

The specific risks that the Trust faces are in the management of the funds and use of the income. These are negated by all grant applications requiring all trustees to consider and agree to the award of grants; financial updates and review by the trustees at their meetings; contingency plans for the provision of accounting should the treasurer no longer be available either in the short or longer term; independent examination of the accounts by qualified accountants.

Approved by the trustees on 22<sup>nd</sup> April 2024 and signed on behalf of the trustees

A handwritten signature in black ink, appearing to read 'Stephen Runnacles', with a horizontal line underneath.

S M Runnacles

## **Independent Examiner's report to the trustees of Cancer Care Suffolk**

I report to the trustees on my examination of the accounts of Cancer Care Suffolk for the year ended 31 July 2024.

### **Responsibilities and basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Simon Lasky FCCA  
RDP Accountants  
Dencora Business Centre  
36 White House Road  
Ipswich  
IP1 5LT

Date 1 May 2025

## **CANCER SUPPORT SUFFOLK**

### **STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 July 2024**

	<b>2024</b>			<b>2023</b>		
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>						
Grants Received	14,000	141,950	155,950	-	114,314	114,314
Donations	82,470	-	82,470	9,770	10,803	20,573
Interest Received	3,625	-	3,625	1,130	-	1,130
Fund Raising and Other Income	39,693	-	39,693	5,349	733	6,082
	<b>139,788</b>	<b>141,950</b>	<b>281,738</b>	<b>16,249</b>	<b>125,850</b>	<b>142,099</b>
<b>EXPENDITURE</b>						
Cost of Fund Raising Expenditure	21,357	-	21,357			
Other Administration	93,514	23,277	116,791	69,139	-	69,139
Charitable Expenditure	17,433	56,997	74,430	4,951	91,015	95,965
	<b>132,304</b>	<b>80,274</b>	<b>212,578</b>	<b>74,090</b>	<b>91,015</b>	<b>165,104</b>
<b>SURPLUS/(DEFICIT) FOR YEAR</b>	<b>7,484</b>	<b>61,676</b>	<b>69,160</b>	<b>(57,841)</b>	<b>34,835</b>	<b>(23,006)</b>
Funds B/Fwd 1 August 2023	19,652	148,496	168,148	77,493	113,661	191,154
Transfer between Funds	59,338	(59,338)	-	-	-	-
<b>Funds Carried Forward 31<sup>st</sup> July 2024</b>	<b>86,474</b>	<b>150,834</b>	<b>237,308</b>	<b>19,652</b>	<b>148,496</b>	<b>168,148</b>

## **CANCER SUPPORT SUFFOLK**

### **BALANCE SHEET AS AT 31 July 2024**

	<b>2024</b>			<b>2023</b>		
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
<b>CURRENT ASSETS</b>						
Bank and Building Society Balances	89,511	150,834	240,245	19,652	148,496	168,148
<b>CURRENT LIABILITIES</b>						
Other Creditors	3,037	-	3,037	-	-	-
<b>NET ASSETS</b>	<b>86,474</b>	<b>150,834</b>	<b>237,208</b>	<b>19,652</b>	<b>148,496</b>	<b>168,148</b>
<b>FUNDS</b>	<b>86,474</b>	<b>150,834</b>	<b>237,208</b>	<b>19,652</b>	<b>148,496</b>	<b>168,148</b>

Approved on 21<sup>st</sup> April 2025

S M Runnacles



# **CANCER SUPPORT SUFFOLK**

## **NOTES TO ACCOUNTS FOR THE YEAR ENDED 31 July 2024**

### **Note 1. Accounting Policies**

#### **Charity Information**

Cancer Support Suffolk is an unincorporated registered charity, governed by a Trust deed, domiciled in England and Wales.

The object of the Charity is to help people before, during and after cancer. Our dedicated team includes complementary therapists, counsellors, educators, ambassadors.

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

The accounts have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the version referred to in the Regulations which has since been withdrawn

The charity is a Public Benefit Entity as defined by FRS102.

#### **Going concern**

The Trustees have reviewed the financial position of the charity and in particular the level of the unrestricted reserves. The current level of the unrestricted reserves requires the Trustees to monitor the future expenditure. On this basis the Trustees continue to consider that the charity is a going concern.

#### **Fund accounting**

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

Restricted Funds are held and expended only for the purposes laid down by the donors of those funds.

## **CANCER SUPPORT SUFFOLK**

### **NOTES TO ACCOUNTS continued FOR THE YEAR ENDED 31 July 2024**

#### **Note 1. Accounting Policies continued**

##### **Incoming resources**

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

##### **Resources expended**

Expenditure has been classified under headings that aggregate all costs related to the category. Charitable activities are those resulting from grants issued to institutions and also costs incurred in connection with governance and support of the charity and compliance with constitutional and statutory requirements. Raising funds includes the cost of Investment Management. Resources expended include attributable VAT which cannot be recovered

##### **Cash and cash equivalents**

Cash and cash equivalents include cash in hand and deposits held at call with banks.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

##### **Accounting estimates and areas of judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no critical accounting estimates.

##### **Taxation**

The Trust is a charity within the meaning of Section 506(1) of the Taxes Act 1998. Accordingly the trust is potentially exempt from taxation in respect of income or capital gains received within categories covered by Section 505 of the Taxes Act 1998 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied to exclusively charitable purposes

## **CANCER SUPPORT SUFFOLK**

### **NOTES TO ACCOUNTS continued FOR THE YEAR ENDED 31 July 2024**

#### **Note 2. Funds**

a) **Unrestricted funds**, comprises of the Income Fund which the trustees are free to use in accordance with the charitable objects.

b) **Restricted Funds**, comprises of the Income Fund which the Trustees can only use for the purposes laid down by the donors of those funds

#### **Summary as at 31<sup>st</sup> July 2023**

	<b><u>B/fwd 1/8/2022</u></b>	<b><u>Net movement in Funds</u></b>	<b><u>C/fwd 31/07/2023</u></b>
Unrestricted Fund	77,493	(57,841)	19,652
Restricted Fund	113,661	34,835	148,496
	191,154	(23,006)	168,148

#### **Summary as at 31<sup>st</sup> July 2024**

	<b><u>B/fwd 1/8/2023</u></b>	<b><u>Net movement in Funds</u></b>	<b><u>C/fwd 31/07/2024</u></b>
Unrestricted Fund	19,652	66,822	86,474
Restricted Fund	148,496	2,338	150,834
	168,148	69,160	237,308

#### **Note 3. Related Party Transactions**

There are no related party transactions or balances in either year.

No trustee has received remuneration or expenses for their services to the charity.

