

REGISTERED COMPANY NUMBER: 4899059 (England and Wales)
REGISTERED CHARITY NUMBER: 1101769

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2021
FOR
CANCER AID MERTHYR TYDFIL LTD

Baker Knogle Chartered Accountants
Orbit Business Centre
Merthyr Tydfil
CF48 1DL

CANCER AID MERTHYR TYDFIL LTD

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FOR THE YEAR ENDED 30 SEPTEMBER 2021

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CANCER AID MERTHYR TYDFIL LTD
CHAIRMAN'S REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2021

Introduction

This report provides a summary of the work taken forward over the past year, and includes the development of the Cancer Aid service, along with the work of the Board of Trustees.

Service provision

The past year has continued to be challenging due to the ongoing impact of the Covid pandemic. This has impacted on the volume of referrals into our organisation, along with our ability to deliver our usual services.

We have continued to provide our therapy and support services within the national guidance and have also aimed to run our retail services whenever this has been possible, including the procurement of a second shop. Staff have continued to maintain contact with clients in order to counteract the impact of social isolation.

We have continued to seek feedback about our services through client surveys and a comment box and have sought ideas on potential areas of future service development whilst continuing to engage with our partner organisations.

It is a credit to the staff and volunteers of Cancer Aid, that we have continued to operate during challenging times.

At the heart of what we do, are the volunteers who offer their time to support our work. The pandemic has resulted in fewer volunteers being available, but thanks to their ongoing support, we have continued to provide a hospital transport service along with our other activities when this has been possible.

Income generation

Our ability to raise funds has also been affected over the past year. We have held fundraising clinics when this has been possible and have continued to invest our unrestricted reserves. We are thankful for the donations that we have continued to receive, along with successful fundraising events that have been held to support our charity.

Board Activities

Our business objectives were devolved to 2 board sub-groups over the past year. One has focussed on service provision whilst the other has taken forward our financial objectives. The role of the sub-groups was to put detailed thought into plans and proposals, so that this informs the key decisions that we make as a Board.

Key activities taken forward over the past year include an agreed process and template for board decision making and the amendment of our constitution / articles of association to reduce the number of trustees to 8.

We have introduced an action log to keep track of key decisions and actions from our board meetings.

Trustees have undertaken update training in information governance, safeguarding, the responsibility of the trustee, along with equality and diversity training.

We have undertaken a review of safeguarding policies and procedures and have completed a risk assessment and safeguarding action plan.

In addition, we have developed a policy for the management of financial reserves, a standard procedure for the recruitment of new trustees, focussing on safer recruitment practice, and a code of conduct for our meetings.

Summary

This report has provided a summary of activities undertaken during the year, including our service provision, financial management and the work of our Board.

The Chair and Trustees would like to thank the staff, volunteers and partner organisations for their commitment and dedication to the work of Cancer Aid, particularly in light of the significant challenges over the past year.

Tony Pritchard
Chair

CANCER AID MERTHYR TYDFIL LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The annual report includes the directors' report as required by company law.

The company limited by guarantee (company number 4899059) and was granted charitable status on 27th January 2004 (charity number 1101769).

On 3 October 2006, the charity changed its name to Cancer Aid Merthyr Tydfil Ltd.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's objects are to help those whose lives have been touched by cancer living in the Borough of Merthyr Tydfil. We provide support to the cancer patient and also their carer's as well as bereavement support for the families who have lost someone to cancer. The service is available to any individual or family affected by cancer living in the Merthyr Tydfil community.

We are also committed to involvement with awareness-raising as to experiences and needs of people affected by cancer, to effect local and national policies.

We continue to work with clinical teams and specialist nurses at various hospitals, district nurses, GP support workers and many other third sector organisations in referring and also signposting our patients as and when necessary to relevant other parties.

The charity is situated in a private conservation area opposite the historical Dowlais Stables, and next to Dowlais library. It is a purpose built Cancer Centre of Excellence that opened its doors in September 2007 by Sir Stanley Thomas OBE. The centre has dedicated counselling rooms and complementary therapy rooms. It also has its own car park facility.

The demand on our services remain steady, and we continue to provide our core services including information and advice, counselling, complementary therapy, transport, group sessions, mindfulness courses, referrals to external support including welfare benefits advice.

Ensuring our work delivers its aims:

We are continually reviewing our aims, objectives and activities to ensure that we provide the maximum benefits possible to all of our clients. We are always prepared to consider the provision of new services if we feel that they will improve the welfare of our clients.

In setting our aims and objectives, we have referred to the guidance contained in the Charity Commission's general guidance on public benefit. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

CANCER AID MERTHYR TYDFIL LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

OBJECTIVES AND ACTIVITIES

Public benefit

How our activities deliver public benefit

All our charitable activities focus on relieving the needs of those who have been affected by cancer.

All our services are free of charge and are available to cancer clients, relatives, carers and those bereaved.

Our main activities and objectives are to help those whose lives have been touched by cancer living in the Borough of Merthyr Tydfil. We provide support to the cancer patient and their carer's as well as bereavement support for the families who have lost someone to cancer. The service is available to any individual or family affected by cancer living in the Merthyr Tydfil community.

We continue to work with clinical teams and specialist nurses at various hospitals, district nurses, GP support workers, and many other third sector organisations in referring and signposting our patients as and when necessary to relevant other parties.

Our objectives are to provide practical and emotional support to cancer patients, their families and friends living in the Borough of Merthyr Tydfil. The services we provide are as follows.

- Transport: a door-to-door service ensuring patients have access to a safe, reliable confidential transport service to attend any outpatient clinic or treatment at hospitals throughout South Wales.
- Counselling: one to one counselling, family counselling, and children's counselling, bereavement counselling face to face or telephone counselling.
- Complementary therapy: we offer a range of complementary therapies that can help relieve the stress and anxiety that patients and carers can experience at this very difficult time in their lives.
- Podiatry: we provide this service for cancer patients to help them look after their feet while undergoing different treatments associated with their illness.
- Drop-in-centre: Our drop-in centre is the first point of contact for our patients who access our services.
- Group support: We provide courses on various group work these courses are a six-week course. When the course has finished a new group of patients will begin a new course. Courses include mindfulness and carers support.
- We also run our own charity shop which generates a substantial amount of income for our core services.
- Signposting to welfare benefits advice officer or other statutory services.

CANCER AID MERTHYR TYDFIL LTD

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

OBJECTIVES AND ACTIVITIES

Volunteers

Volunteers are vital in ensuring that the charity is able to deliver its aims and objectives covering a variety of roles including retail, receptionists, fundraisers, drivers and gardeners. We express our sincere thanks to all our volunteers who give up their own time to support the charity in delivering its services.

The volunteer hours delivered over the last financial year as listed below

Retail - 2600

Reception - 540

Drivers - 2664

Ad hoc volunteering - 210

Total volunteering hours completed by registered volunteers - 6014

The total cost of volunteering based on a national minimum wage - £57,133

Our volunteer hours were significantly affected during national lockdown, with the closure of the retail premises and the requirement for volunteers to shield. Our sincere thanks goes to our volunteer drivers who continued to drive throughout the pandemic ensuring that everyone who required transport for treatments or appointments was able to attend. We had to change our policies to ensure patient and volunteer safety. We are also thankful to MTCBC and Evans Taxi's who also joined our volunteer driver pool to ensure no patient was turned away.

CANCER AID MERTHYR TYDFIL LTD

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 30 SEPTEMBER 2021**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In the years to 31 December, the charity provided the following numbers of sessions of support activities/hospital transport services:

	2017	2018	2019	2020	2021
Transport	2270	2512	2648	884	888
Counselling	201	269	275	200	30
Complementary therapy	724	611	621	250	148
Care packages	-	-	-	-	100

During 2021 Tracey Burke and Kaleigh Wynne met with the CEO of Cwmtaf Morganwg to discuss future planning of working more closely together with the NHS.

During the financial year we provided information, support and advice to newly diagnosed patients registering with the charity for the first time, as well as registering families for support for their caring role or bereavement support where required.

During this period, we also provided a monthly foot health clinic providing foot and nail care for cancer patients.

We opened our second charity shop to ensure long term income generation to continue to fund the services. We are grateful to Merthyr Valley Homes who have provided us with a fantastic retail space, and we are looking forward to opening this second retail shop in the coming here. Recruitment of volunteers will be extremely important to ensure the successful opening of this shop.

As in the previous year we have been unable to hold our annual client trips this year - we are looking forward to recommencing this service when it is appropriate and safe to do so.

During this year - we have had to adapt and change in accordance with government guidelines and our responsibility to keep our patients and volunteers safe. Our priority has been to comply with all local and national guidance on keeping our patients, staff, and volunteers safe. Whilst we have streamlined services due to the pandemic, we were open throughout the period with no period of closures ensuring that patients were always able to seek support from the charity.

Our aim is to continue to provide and sustain the best services we can for cancer patients and their families and carers living in the Borough of Merthyr Tydfil in line with the organisations core aims and objectives.

Key information

During the year we provided a range of support services to 57 newly diagnosed cancer patients, and provided support to 74 families and carers whose lives had been impacted by a cancer diagnosis in addition to supporting existing patients through treatment, and living with and beyond a cancer diagnosis.

2068 wellbeing calls were made to registered patients or carers, as well as volunteers who were shielding and at risk of loneliness and isolation to check on physical and emotional wellbeing, offering information and support and a listening ear. This service was provided by staff making around 200 calls per month.

Social isolation was a concern during the second year of the pandemic, and during this period our pen pal scheme with volunteers and patients was very successful. 35 pen pal pairs were in regular contact via letters and emails during lockdown periods.

Pandemic impact

During the 2020/21 year the COVID-19 pandemic had a significant impact on our charities work. Due to lockdowns in place in Wales we were unable to support individuals face to face, and it also meant all fundraising events were stopped completely. It has been a challenging year, with the closure of the shops and cancellation of all fundraising activities in line with guidelines set by the Welsh Assembly Government. We are still finding it very difficult to recruit volunteers. A lot of our volunteers retired due to the pandemic.

CANCER AID MERTHYR TYDFIL LTD
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

FINANCIAL REVIEW

Financial position

During the period, the charity incurred a surplus of £17,655 (2020: Surplus £26,580), before unrealised gains. We have managed to maintain our general reserves at the period end to a total of £665,680 (2020: £634,325). Of the total reserves, £87,494 (2020: £88,251) represents amounts invested in tangible fixed assets.

Principal funding sources

Aside from the income generated by the charity shop and other fundraising activities and donations, during the year to September 2021, the main funding sources were the Cwm Taf Local Health Board together with Cancer Care Society.

The charity continues to be extraordinarily well supported by the public, with fundraising events taking place during most weeks on our behalf. The trustees would like to express their thanks to the public for these fundraising activities, which are crucial to our continued operation.

Reserves policy

The Management Committee has examined the charity's requirement for reserves in light of the main risks to the organisation. With this in mind, a policy has been established whereby the unrestricted funds not committed or invested in fixed assets should be approximately 12 months of total resources expended. During the year to September 2021, total resources expended, excluding depreciation, were £142,172 and therefore the targeted free reserves are considered to be approximately £142,000. Free reserves as at 30th September 2021 stood at £509,847.

The trustees are conscious that at present the actual free reserves exceed the target free reserves, but as major grant income sources have reduced, and much uncertainty due to the current economic climate, the trustees are comfortable with the current reserve position. In order to continue its current activities, in future years the charity will be heavily reliant upon internally generated unrestricted funds.

The trustees are currently investigating how our services to the community may be enhanced and diversified. Our reserves will enable us to be able to act upon opportunities when they arise.

Investment Policy

Under the memorandum and articles of association, the trustees have the power to make any investment that they see fit. Historically, a very cautious attitude to risk has always been undertaken, with any available funds being invested in bank deposits.

During the year ended 30th September 2021, we continued to hold approximately 31% of our liquid reserves in bank deposits, with monies also being invested in fixed rate term accounts to obtain a better return than those available in instant access deposit accounts.

Funds with a market value of £324,077 at the year-end have been invested in low risk investment funds, under the advice of an Independent Financial Adviser. To date, these funds have performed reasonably well, with market values at the balance sheet date, being £22,000 more than the previous year.

During the year to 30th September 2021, our investments have generated £3,722 of income.

The Trustees are currently investigating further investment alternatives in order to generate a further improvement in return.

FUTURE PLANS

The organisation is keen to continue to deliver high quality care for cancer patients and carers and to seek new ways to fund these services. Future plans for the coming year are to continue to collect patient feedback to ensure that patient needs are continuing to be met. We will actively advocate for our clients, raise cancer awareness, and ensure that cancer patients and any family member who needs support has access to safe and professional support, at the time when they need it most. Our mission is to support everyone whose life has been affected by cancer, and to ensure that even during a pandemic cancer patients have the services they require, at the time they require them. As mentioned previously we CAMT are in discussing with Cwmtaf Morganwg on how we can deliver more cancer services in the community rather than in the hospital setting. We are also looking to provide an additional service of patients receiving nail care this will be in addition to our other core services of transport, counselling, and complementary therapies. We will continue to provide information, support and advice through our drop-in centre, or via telephone.

CANCER AID MERTHYR TYDFIL LTD

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 30 SEPTEMBER 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Organisational structure

The members of the board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the company in the event of winding up. The total number of guarantees at 30 September 2021 was 8 (2020:9).

The charity is governed by its Memorandum and Articles of Association incorporated on 15th September 2003 as amended by Special Resolution dated 22nd January 2004 and Special Resolution dated 3rd October 2006.

The board meets on a Bi-monthly basis and are responsible for the strategic direction and policy of the charity. Day to day running of the centre is the responsibility of the Centre Manager, Mrs Tracey Burke.

Due to the nature of cancer, the charity focuses upon people of all ages. The board seeks to ensure that the needs of the charity and that of its clients are appropriately reflected through the diversity of the trustee body. Traditional business skills are represented among the trustees, as well as individuals with knowledge of cancer sufferers and their needs.

In an attempt to ensure that the needs of the charity and cancer sufferers are met, individuals who possess the required skills and knowledge are from time to time invited to join the board of trustees.

New trustees are encouraged to attend a series of short training sessions to familiarise themselves with the charity and context within which it operates. These training sessions cover:

- The obligations of trustees
- The main documents which set out the operational framework for the charity including the Memorandum and Articles.
- Future plans and objectives.
- Resourcing and the current financial position as set out in the latest published accounts.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by procedures of authorisation of transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers and clients.

At present, the trustees have identified that the biggest risk that the organisation faces is due to the loss of income from various funders and from donations from members of the public.

CANCER AID MERTHYR TYDFIL LTD

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Board Activities

Our business objectives were devolved to 2 board sub-groups over the past year. One has focussed on service provision whilst the other has taken forward our financial objectives. The role of the sub-groups was to put detailed thought into plans and proposals, so that this informs the key decisions that we make as a Board.

Key activities taken forward over the past year include an agreed process and template for board decision making and the amendment of our constitution / articles of association to reduce the number of trustees to 8.

We have introduced an action log to keep track of key decisions and actions from our board meetings.

Trustees have undertaken update training in information governance, safeguarding, the responsibility of the trustee, along with equality and diversity training.

We have undertaken a review of safeguarding policies and procedures and have completed a risk assessment and safeguarding action plan.

In addition, we have developed a policy for the management of financial reserves, a standard procedure for the recruitment of new trustees, focussing on safer recruitment practice, and a code of conduct for our meetings.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

4899059 (England and Wales)

Registered Charity number

1101769

Registered office

Upper Union Street
Dowlais
Merthyr Tydfil
CF48 3LE

Trustees

D Penry Treasurer
S Price
A Bush (resigned 17.5.21)
M Jehu (resigned 17.5.21)
C A Parker (resigned 3.11.21)
J Morgan
V Davies
A Pritchard Chair
L Evans (resigned 6.9.21)
H L Broad (appointed 7.7.21)
G Rees (appointed 29.11.21)

CENTRE MANAGER (Day-to-day management)

Mrs T Burke

PRESIDENT

Sir Stanley Thomas OBE

PATRON

Mrs J Cheyne

CANCER AID MERTHYR TYDFIL LTD

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Richard I Knoyle

ACA

Baker Knoyle Chartered Accountants

Orbit Business Centre

Merthyr Tydfil

CF48 1DL

Bankers

Lloyds Bank

High Street

Merthyr Tydfil

CF47 8DL

Approved by order of the board of trustees on 7 March 2022 and signed on its behalf by:

A Pritchard - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CANCER AID MERTHYR TYDFIL LTD**

Independent examiner's report to the trustees of Cancer Aid Merthyr Tydfil Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Richard I Knoyle
ACA
Baker Knoyle Chartered Accountants
Orbit Business Centre
Merthyr Tydfil
CF48 1DL

7 March 2022

CANCER AID MERTHYR TYDFIL LTD

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30 SEPTEMBER 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	72,377	-	72,377	103,070
Charitable activities	5				
Services to cancer sufferers		-	62,899	62,899	39,684
Other trading activities	3	29,698	-	29,698	34,120
Investment income	4	3,721	-	3,721	5,927
Total		<u>105,796</u>	<u>62,899</u>	<u>168,695</u>	<u>182,801</u>
EXPENDITURE ON					
Charitable activities					
Community transport services		30,673	29,600	60,273	72,989
Counselling and therapies		65,689	25,078	90,767	83,232
Total		<u>96,362</u>	<u>54,678</u>	<u>151,040</u>	<u>156,221</u>
Net gains/(losses) on investments		<u>21,921</u>	<u>-</u>	<u>21,921</u>	<u>(5,959)</u>
NET INCOME		<u>31,355</u>	<u>8,221</u>	<u>39,576</u>	<u>20,621</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>634,325</u>	<u>216,163</u>	<u>850,488</u>	<u>829,867</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>665,680</u></u>	<u><u>224,384</u></u>	<u><u>890,064</u></u>	<u><u>850,488</u></u>

The notes form part of these financial statements

CANCER AID MERTHYR TYDFIL LTD

BALANCE SHEET
30 SEPTEMBER 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	11	295,547	304,415
Investments	12	324,077	262,676
		<hr/>	<hr/>
		619,624	567,091
 CURRENT ASSETS			
Debtors	13	7,564	6,969
Cash at bank and in hand		266,131	279,671
		<hr/>	<hr/>
		273,695	286,640
 CREDITORS			
Amounts falling due within one year	14	(3,255)	(3,243)
		<hr/>	<hr/>
NET CURRENT ASSETS		270,440	283,397
		<hr/>	<hr/>
 TOTAL ASSETS LESS CURRENT LIABILITIES		890,064	850,488
		<hr/>	<hr/>
NET ASSETS		890,064	850,488
		<hr/>	<hr/>
 FUNDS	16		
Unrestricted funds		665,680	634,325
Restricted funds		224,384	216,163
		<hr/>	<hr/>
TOTAL FUNDS		890,064	850,488
		<hr/>	<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

CANCER AID MERTHYR TYDFIL LTD

BALANCE SHEET - continued
30 SEPTEMBER 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 7 March 2022 and were signed on its behalf by:

A Pritchard - Trustee

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 30 SEPTEMBER 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Financial Reporting Standard 102 - Reduced Disclosure Exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

- the requirements of Section 7 Statement of Cash Flows.

Legal status of the charity

The Charity is a private company limited by guarantee and has no share capital, incorporated in England & Wales.

Financial reporting standard 102 - reduced disclosure exemptions

Income

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

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. The value of services provided by volunteers has not been included in these accounts.
- Clothing and other items donated for resale through the charity's shop are included as incoming resources within activities for generating funds when they are sold.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- The majority of fundraising activities are events and activities that have been organised and --arranged by third parties, with Cancer Aid Merthyr Tydfil Limited being the beneficiary of proceeds raised.
- Legacies are included within incoming resources when received.

Expenditure

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

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

1. ACCOUNTING POLICIES - continued

Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes through the charity shop.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity, and include accountancy fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.
- Support costs are those costs that assist the work of the charity but do not directly represent charitable activities and include office costs, governance and administrative payroll costs.

Tangible fixed assets

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

Long leasehold	- 2% on cost
Plant and machinery	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

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

Pensions

The company makes contributions into the personal pension schemes of its employees. Contributions are charged to the profit and loss account as they become payable.

Investments

Investments are shown at market value, any unrealised gain or loss being transferred to reserves.

Income from investments is recognised on a receivable basis.

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

1. ACCOUNTING POLICIES - continued

Pensions

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The directors/trustees have reviewed future cash flows and are confident that the accounts should be prepared on a going concern basis.

Debtors and Creditors

Are recognised at their settlement amount.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	29,513	51,822
Gift aid	6,019	2,549
Legacies	11,097	-
Grants	25,748	48,699
	<u>72,377</u>	<u>103,070</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
HMRC Furlough Grant	15,748	13,699
MTCBC - Rates grant	10,000	35,000
	<u>25,748</u>	<u>48,699</u>

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	17,386	16,696
Shop income	12,312	17,424
	<u>29,698</u>	<u>34,120</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Investment income	2,300	2,692
Deposit account interest	1,421	3,235
	<u>3,721</u>	<u>5,927</u>

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

5. INCOME FROM CHARITABLE ACTIVITIES

		2021	2020
	Activity	£	£
Grants	Services to cancer sufferers	62,899	39,684

Grants received, included in the above, are as follows:

	2021	2020
	£	£
MTCBC Local Health Board	19,600	19,700
MTCBC Community Transport Grant	10,000	9,484
Stanley Thomas Trust	2,000	2,000
Trecatti Trust	-	1,000
Voluntary Action Merthyr Tydfil	6,299	5,500
CF in Wales	-	2,000
Cancer Care Society	25,000	-
	<u>62,899</u>	<u>39,684</u>

6. SUPPORT COSTS

	Human resources £	Other £	Governance costs £	Totals £
Community transport services	8,195	11,678	2,558	22,431
Counselling and therapies	8,195	16,982	3,839	29,016
	<u>16,390</u>	<u>28,660</u>	<u>6,397</u>	<u>51,447</u>

Governance costs:

	2021 £
Independent examiner remuneration	2,596
Legal & professional fees	1,280
Investment costs	2,521
	<u>6,397</u>

Amounts payable to Independent Examiners in relation to pension administration services provided to the charity was £186 (2020: £186). Amounts payable to Independent Examiners in relation to software fees was £187 (2020: £187). Amounts payable to the Independent Examiners in relation to Furlough Claim submissions was £387 (2020:£1711)

7. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation - owned assets	8,868	8,980
Independent Examiners Remuneration	<u>2,596</u>	<u>2,368</u>

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2021 nor for the year ended 30 September 2020.

Trustees' expenses

One trustee received expense payments totalling £274 (2020 £432) for the year. These payments were reimbursement of travelling expenses.

9. STAFF COSTS

	2021 £	2020 £
Wages and salaries	96,569	93,005
Social security costs	4,400	4,023
Other pension costs	8,299	8,110
	<hr/>	<hr/>
	109,268	105,138
	<hr/>	<hr/>

The key management personnel of the charity is the Centre Manager. The total employee benefits of the key personnel of the charity were £49,743 (2020: £48,923).

The average monthly number of employees during the year was as follows:

	2021	2020
Charity manager	1	1
Development officer	1	1
Administration	2	2
Shop supervisor	1	-
	<hr/>	<hr/>
	5	4
	<hr/>	<hr/>

No employees received emoluments in excess of £60,000.

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	103,070	-	103,070
Charitable activities			
Services to cancer sufferers	-	39,684	39,684
Other trading activities	34,120	-	34,120
Investment income	5,927	-	5,927
	<hr/>	<hr/>	<hr/>
Total	143,117	39,684	182,801
EXPENDITURE ON			
Charitable activities			
Community transport services	40,060	32,929	72,989
Counselling and therapies	68,366	14,866	83,232
	<hr/>	<hr/>	<hr/>
Total	108,426	47,795	156,221

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Net gains/(losses) on investments	(5,959)	-	(5,959)
NET INCOME/(EXPENDITURE)	28,732	(8,111)	20,621

RECONCILIATION OF FUNDS

Total funds brought forward	605,593	224,274	829,867
TOTAL FUNDS CARRIED FORWARD	634,325	216,163	850,488

11. TANGIBLE FIXED ASSETS

	Long leasehold £	Plant and machinery £	Totals £
COST			
At 1 October 2020 and 30 September 2021	405,570	26,812	432,382
DEPRECIATION			
At 1 October 2020	105,443	22,524	127,967
Charge for year	8,111	757	8,868
At 30 September 2021	113,554	23,281	136,835
NET BOOK VALUE			
At 30 September 2021	292,016	3,531	295,547
At 30 September 2020	300,127	4,288	304,415

12. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 October 2020	262,676
Additions	39,480
Revaluations	21,921
At 30 September 2021	324,077
NET BOOK VALUE	
At 30 September 2021	324,077
At 30 September 2020	262,676

There were no investment assets outside the UK.

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

12. FIXED ASSET INVESTMENTS - continued

Cost or valuation at 30 September 2021 is represented by:

	Listed investments
	£
Valuation in 2021	21,921
Cost	302,156
	<hr/>
	324,077
	<hr/>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other debtors	7,564	6,969
	<hr/>	<hr/>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Pension creditor	200	-
Accrued expenses	3,055	3,243
	<hr/>	<hr/>
	3,255	3,243
	<hr/>	<hr/>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted	Designated	Restricted	2021	2020
	£	£	£	Total	Total
				£	£
Fixed Assets	-	87,494	208,052	295,546	567,091
Current Assets	513,102	68,339	16,332	597,773	286,640
Current liabilities	(3,255)	-	-	(3,255)	(3,243)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	509,847	155,833	224,384	890,064	850,488
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

16. MOVEMENT IN FUNDS

	At 1/10/20 £	Net movement in funds £	At 30/9/21 £
Unrestricted funds			
General fund	477,735	32,112	509,847
Designated Fixed Assets	88,251	(757)	87,494
Redundancy Fund	41,339	-	41,339
Property Repairs Fund	20,000	-	20,000
New Retail Unit Fund	5,000	-	5,000
Emergency Contingency Fund	2,000	-	2,000
	<hr/> 634,325	<hr/> 31,355	<hr/> 665,680
Restricted funds			
Building Project	216,163	(8,111)	208,052
Cancer Care Society	-	16,332	16,332
	<hr/> 216,163	<hr/> 8,221	<hr/> 224,384
TOTAL FUNDS	<hr/> <hr/> 850,488	<hr/> <hr/> 39,576	<hr/> <hr/> 890,064

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	105,796	(95,605)	21,921	32,112
Designated Fixed Assets	-	(757)	-	(757)
	<hr/> 105,796	<hr/> (96,362)	<hr/> 21,921	<hr/> 31,355
Restricted funds				
MTCBC Community Transport	10,000	(10,000)	-	-
Cwm Taf Local Health Board	19,600	(19,600)	-	-
Miscellaneous Fund	8,299	(8,299)	-	-
Building Project	-	(8,111)	-	(8,111)
Cancer Care Society	25,000	(8,668)	-	16,332
	<hr/> 62,899	<hr/> (54,678)	<hr/> -	<hr/> 8,221
TOTAL FUNDS	<hr/> <hr/> 168,695	<hr/> <hr/> (151,040)	<hr/> <hr/> 21,921	<hr/> <hr/> 39,576

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

16. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/10/19 £	Net movement in funds £	Transfers between funds £	At 30/9/20 £
Unrestricted funds				
General fund	517,596	28,732	(68,593)	477,735
Designated Fixed Assets	87,997	-	254	88,251
Redundancy Fund	-	-	41,339	41,339
Property Repairs Fund	-	-	20,000	20,000
New Retail Unit Fund	-	-	5,000	5,000
Emergency Contingency Fund	-	-	2,000	2,000
	<hr/>	<hr/>	<hr/>	<hr/>
	605,593	28,732	-	634,325
Restricted funds				
Building Project	224,274	(8,111)	-	216,163
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<hr/> <hr/> 829,867	<hr/> <hr/> 20,621	<hr/> <hr/> -	<hr/> <hr/> 850,488

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	143,117	(108,426)	(5,959)	28,732
Restricted funds				
MTCBC Community Transport	9,484	(9,484)	-	-
Cwm Taf Local Health Board	19,700	(19,700)	-	-
Miscellaneous Fund	10,500	(10,500)	-	-
Building Project	-	(8,111)	-	(8,111)
	<hr/>	<hr/>	<hr/>	<hr/>
	39,684	(47,795)	-	(8,111)
TOTAL FUNDS	<hr/> <hr/> 182,801	<hr/> <hr/> (156,221)	<hr/> <hr/> (5,959)	<hr/> <hr/> 20,621

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

16. MOVEMENT IN FUNDS - continued

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

	At 1/10/19 £	Net movement in funds £	Transfers between funds £	At 30/9/21 £
Unrestricted funds				
General fund	517,596	60,844	(68,593)	509,847
Designated Fixed Assets	87,997	(757)	254	87,494
Redundancy Fund	-	-	41,339	41,339
Property Repairs Fund	-	-	20,000	20,000
New Retail Unit Fund	-	-	5,000	5,000
Emergency Contingency Fund	-	-	2,000	2,000
	<u>605,593</u>	<u>60,087</u>	<u>-</u>	<u>665,680</u>
Restricted funds				
Building Project	224,274	(16,222)	-	208,052
Cancer Care Society	-	16,332	-	16,332
	<u>224,274</u>	<u>110</u>	<u>-</u>	<u>224,384</u>
TOTAL FUNDS	<u>829,867</u>	<u>60,197</u>	<u>-</u>	<u>890,064</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	248,913	(204,031)	15,962	60,844
Designated Fixed Assets	-	(757)	-	(757)
	<u>248,913</u>	<u>(204,788)</u>	<u>15,962</u>	<u>60,087</u>
Restricted funds				
MTCBC Community Transport	19,484	(19,484)	-	-
Cwm Taf Local Health Board	39,300	(39,300)	-	-
Miscellaneous Fund	18,799	(18,799)	-	-
Building Project	-	(16,222)	-	(16,222)
Cancer Care Society	25,000	(8,668)	-	16,332
	<u>102,583</u>	<u>(102,473)</u>	<u>-</u>	<u>110</u>
TOTAL FUNDS	<u>351,496</u>	<u>(307,261)</u>	<u>15,962</u>	<u>60,197</u>

CANCER AID MERTHYR TYDFIL LTD

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2021.

18. ULTIMATE CONTROLLING PARTY

The Charity is controlled by its directors/trustees.

19. VOLUNTEER TIME

The charity relies on volunteers to operate the patient transport service and to run the charity shop.

The trustees estimate the volunteer hours during 2021 as follows:

Patient transport	2,664
Charity shop	2,600
Drop in centre (reception)	540
Fundraising/ad hoc volunteering	210
	<hr/>
	6,014
	<hr/> <hr/>

20. PENSIONS

The company makes pension contributions into the personal pension schemes of its employees.

The contributions in the period amounted to £8,299 (2020 £8,110). There were £200 outstanding contributions at 30th September 2021 (2020 £nil).

21. LIMITED LIABILITY

Cancer Aid Merthyr Ltd is a company limited by guarantee. The Memorandum and Articles of Association restrict the liability of members on a winding up to £10. In case of winding up, none of the accumulated funds are distributable to members, but shall be given, or transferred to, some other charitable institution having similar objectives.

CANCER AID MERTHYR TYDFIL LTD

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	29,513	51,822
Gift aid	6,019	2,549
Legacies	11,097	-
Grants	25,748	48,699
	<hr/> 72,377	<hr/> 103,070
Other trading activities		
Fundraising events	17,386	16,696
Shop income	12,312	17,424
	<hr/> 29,698	<hr/> 34,120
Investment income		
Investment income	2,300	2,692
Deposit account interest	1,421	3,235
	<hr/> 3,721	<hr/> 5,927
Charitable activities		
Grants	62,899	39,684
	<hr/>	<hr/>
Total incoming resources	168,695	182,801
 EXPENDITURE		
Charitable activities		
Wages	80,179	75,607
Social security	4,400	4,023
Pensions	8,299	8,110
Other costs	6,715	10,544
	<hr/> 99,593	<hr/> 98,284
Support costs		
Human resources		
Wages	16,390	17,398
Other		
Other running costs	28,660	34,686
Governance costs		
Accountancy fees	2,596	2,368
Legal and Professional fees	1,280	1,320
Investment fees	2,521	2,165
	<hr/> 6,397	<hr/> 5,853

This page does not form part of the statutory financial statements

CANCER AID MERTHYR TYDFIL LTD

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

	2021 £	2020 £
Total resources expended	151,040	156,221
Net income before gains and losses	17,655	26,580
Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	-	(215)
Net income	17,655	26,365

This page does not form part of the statutory financial statements