

REGISTERED COMPANY NUMBER: 04899059 (England and Wales)
REGISTERED CHARITY NUMBER: 1101769

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2023
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 2023

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CANCER AID MERTHYR TYDFIL LTD.
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

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 2023. 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.

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.

OBJECTIVES AND ACTIVITIES

Who are we?

We are grassroots, independent cancer support charity based in the borough of Merthyr Tydfil providing practical and emotional support to anyone affected by cancer.

The charity exists to provide support to the patient with cancer, and their carers and wider family members, as well as supporting people through death and bereavement. We provide practical and emotional support to people, free at the point of use.

How do patients access the service?

We continue to work with clinical teams, clinical nurse specialists and support staff in hospitals throughout Wales. We accept referrals from GP surgeries, GP support officers, district nurses, social services and many third sector organisations.

We aim to make access as simple as possible for our patients which is why patients can self-refer to the charity by walking into the centre, telephoning our support line or sending an email.

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 2023

OBJECTIVES AND ACTIVITIES

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.

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.

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.

Peer led support - we provide regular coffee mornings and social events in the centre for patients and carers to meet others in a safe, relaxed and informal way.

Telephone support - can range from a friendly voice at the end of the phone when patients call in, to scheduled weekly check ins on patients.

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 2023

OBJECTIVES AND ACTIVITIES

Volunteering contribution

Volunteers are vital in ensuring the charity is able to deliver its aims and objectives covering a variety of roles including retail, receptionists, fundraisers, and volunteer drivers. We express our sincere thanks to each and every volunteer who has volunteered their time with us this year by giving up their own time to support the charity in delivering its core services.

Volunteers remain at the heart of our organisation and play a key role in the service delivery of the charity. Our volunteer drivers covered many miles and visited every hospital throughout South Wales including Velindre Hospital, Royal Glamorgan Hospital, University Hospital of Wales, Llandough Hospital, Singleton and Morriston Hospitals, Dewi Sant, Ysbyty Cwm Cynon, Ysbyty Cwm Rhondda and Neville Hall.

Our retail volunteers work tirelessly sorting through donations, pricing stock, serving customers and raising funds for the charity. Each month the charity receives more than 200kg in textile donations which is sorted by volunteers and sold in our retail store to the public. The shop provides high-quality, low-cost clothing, books, homeware to the public, saving 1000kgs of goods ending up in landfill as well as providing an income stream for the charity.

Volunteer hours and costs

The volunteer hours donated over the last financial year can be broken down as:

Retail 5600
Reception 1560
Fundraising 300
Drivers - 7348
Event / other 500

Total volunteer hours for year ending 30th September 2023 - 15308

No of hours donated to the charity by volunteers this year - based on National Minimum wage rates is valued at £159,662.44

CANCER AID MERTHYR TYDFIL LTD.
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Achievements and performance during this financial year:

The charity continues to be the main service provider for cancer support services within the Merthyr Tydfil borough, working alongside NHS service providers to support patients practically and holistically. We always have a member of staff available to support patients who attend the drop in centre, or telephone for information, support or advice. Patients requiring counselling or complementary therapy services are offered a first appointment within 10 working days ensuring that patients needs are met in a timely manner. 100% of patients were offered an appointment within 10 working days.

The quantitative measures for the charity during the year were as follows:

During the period we delivered over 4200 sessions of support to people requiring information, support, advice or services which is detailed below:

Number of miles covered by volunteer drivers: 301874

Number of counselling sessions delivered: 186

No of transport journeys completed - 1632

No of hours of group support delivered to service users: 1677

No of hours of complementary therapy sessions delivered: 600

No of telephone calls to the support line: 8704

During this period we have also provided 120 sessions of nail cutting and foot health care for cancer patients.

We received funding during this financial period from the National lottery awards for all fund of £10,000 which funded the drop in centre and support groups for patients and carers to access. As well as delivering on building community connections, supporting social isolation and improving wellbeing, this funding enabled us to provide hot drinks, refreshments and hygiene and support packs to those in need. This project enabled us to develop a group support service that has provided facilitated or peer led support to both cancer patients and carers. We have provided opportunities for patients carers and volunteers to attend events and celebrations and enhance community participation and improve wellbeing.

In the year 116 newly diagnosed patients registered and accessed services, 58 carers, and 45 family members registered and accessed for support from the centre. Over 350 patients were able to access support during this period. We support patients and carers from the point of testing and diagnosis through treatment and living with and beyond cancer or providing support for patients and families at the end of life. Our support extends to our families who may require bereavement support.

FINANCIAL REVIEW

Financial position

The charity continues to see a decline in both grant income and charitable donations owing to the difficult financial climate. Based in an area of high deprivation has meant raising funds has been challenging in communities hardest hit by the financial crisis.

We continue to hold two years running costs to ensure the long term continuation of services.

During the period, the charity incurred a deficit of £29,848 (2022: Deficit £63,100), before unrealised gains. However, we have managed to again maintain our general reserves at the period end to a total of £574,155 (2022: £592,381). Of the total reserves, £86,212 (2022: £86,822) represents amounts invested in tangible fixed assets. A further £67,500 (2022: £63,339) of free reserves was allocated to unrestricted designated reserves, as detailed on page 20.

Principal funding sources

Aside from the income generated by the charity shop and other fundraising activities and donations, during the year to September 2023, the main funding sources were the Cwm Taf Local Health Board, MTCBC and The National Lottery Community Fund.

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.

CANCER AID MERTHYR TYDFIL LTD.
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

FINANCIAL REVIEW

Reserves policy

We have a reserves policy in place which is reviewed annually. In September 2023, the board agreed the following allocation of reserves:

The equivalent of two years running costs are maintained in free reserves.

The following sums of unrestricted funds and designated as below:

The sum of £43,500 is designated to cover redundancy payments should the charity need to make redundancies in the future.

The sum of £20,000 is designated for property repairs or renovations for the Centre of Excellence building.

The sum of £4000 is designated to cover the cost of emergency contingency works that may be required by the charity.

During the year to September 2023, total resources expended, excluding depreciation, were £173,409 and therefore the targeted free reserves are considered to be approximately £346,818. Free reserves as at 30th September 2023 stood at £420,443 therefore in excess of target.

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 2023, we continued to hold approximately 22% (2022: 17%) 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 £292,946 (2022: £289,435) 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.

During the year to 30th September 2023, our investments have generated £8,053 (2022: £5,072) of income.

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

FUTURE PLANS

The charity is keen to continue to deliver the high quality care for cancer patients and their families, and to continue to explore new ways to support our patients and explore ways to fund the services. Our core services of counselling, complementary therapy and hospital transport are well established and we have been meeting the needs of patients and families for over 20 years in delivering these services.

Our core services continue to provide an invaluable support to cancer patients and their families and regular surveys and feedback from our patients evidence and document the need for us to continue offering these services.

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.

CANCER AID MERTHYR TYDFIL LTD.
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

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 8.

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 2023 was 5 (2022:8).

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.

We maintain a risk register, and this is reviewed on an annual basis by the board. Our highest risks are related to information governance (IG) and the holding of significant reserves. We completed an assessment and action plan to address our IG risks and have agreed actions to reduce the available reserves that we hold.

We have developed the following policies during the last year:

- Staff wellbeing
- Financial management
- Salary framework and annual salary review process
- Bullying and harassment
- Procurement.

We have reviewed the following policies over the past year:

- Reserves policy
- Safeguarding policy

Business planning

The board of trustees reviewed and revised the 3-year business plan in August 2023 and agreed annual board objectives from this.

CANCER AID MERTHYR TYDFIL LTD.
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Board effectiveness

We have recruited two vacant trustee positions over the past year, and we appointed a vice-treasurer in August 2023.

There is a planned induction for new trustees, and we have completed annual appraisals for all existing trustees.

The board of trustees has met 2-monthly during the past year, in accordance with our constitution. We maintain an annual board schedule to ensure that we cover our key governance responsibilities over the year. An action log is maintained to track progress on current priorities.

The board receives a 2-monthly report from the Principal Manager and Business Support Officer which provides an update on operational matters, along with a financial update.

Joint staff / trustee workshops take place during the year. The last of these was a business planning workshop which took place in March 2023.

Financial management

The current economic situation has impacted on our financial health over the past year. We have experienced a reduction in income through donations and fundraising. At the same time, grants are less readily available, and tend to focus on supporting new initiatives as opposed to established services and running costs. To add to this situation, we have experienced an increase in our general running costs. The board of trustees have been focussed on these challenges throughout the year. We made a strategic decision to draw from our unrestricted reserves. This action has supported our running costs, whilst the reduction in reserves strengthens our case in future grant applications.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04899059 (England and Wales)

Registered Charity number

1101769

Registered office

Upper Union Street
Dowlais
Merthyr Tydfil
CF48 3LE

CANCER AID MERTHYR TYDFIL LTD.
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

Trustees

D Penry
S Price (resigned 7.3.23)
J Morgan (resigned 6.6.23)
V Davies (resigned 7.3.23)
A Pritchard Chair
H L Broad (resigned 8.3.23)
G Rees
O Jones Secretary (resigned 24.11.23)
C Thomas Treasurer (appointed 5.4.23)
K Quinlan (appointed 1.11.23)
A Gunter (appointed 1.11.23)
J Ellis (appointed 2.11.23)

CENTRE MANAGER (Day-to-day management)

Mrs T Burke

PRESIDENT

Sir Stanley Thomas OBE

PATRON

Mrs J Cheyne

Independent Examiner

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

Bankers

Lloyds Bank
High Street
Merthyr Tydfil
CF47 8DL

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 4 March 2024 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 2023.

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 FCCA

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

4 March 2024

CANCER AID MERTHYR TYDFIL LTD.

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30 SEPTEMBER 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	45,384	-	45,384	32,102
Charitable activities	5				
Services to cancer sufferers		-	44,968	44,968	42,623
Other trading activities	3	53,877	-	53,877	32,224
Investment income	4	8,053	-	8,053	5,072
Total		<u>107,314</u>	<u>44,968</u>	<u>152,282</u>	<u>112,021</u>
EXPENDITURE ON					
Charitable activities					
Community transport services		14,279	9,000	23,279	24,947
Counselling and therapies		<u>114,772</u>	<u>44,079</u>	<u>158,851</u>	<u>150,174</u>
Total		<u>129,051</u>	<u>53,079</u>	<u>182,130</u>	<u>175,121</u>
Net gains/(losses) on investments		<u>3,511</u>	<u>-</u>	<u>3,511</u>	<u>(34,642)</u>
NET INCOME/(EXPENDITURE)		(18,226)	(8,111)	(26,337)	(97,742)
RECONCILIATION OF FUNDS					
Total funds brought forward		592,381	199,941	792,322	890,064
TOTAL FUNDS CARRIED FORWARD		<u><u>574,155</u></u>	<u><u>191,830</u></u>	<u><u>765,985</u></u>	<u><u>792,322</u></u>

The notes form part of these financial statements

CANCER AID MERTHYR TYDFIL LTD.

BALANCE SHEET
30 SEPTEMBER 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible assets	11	278,043	286,764
Investments	12	292,946	289,435
		<hr/>	<hr/>
		570,989	576,199
 CURRENT ASSETS			
Debtors	13	458	5,256
Cash at bank and in hand		200,296	226,654
		<hr/>	<hr/>
		200,754	231,910
 CREDITORS			
Amounts falling due within one year	14	(5,758)	(15,787)
		<hr/>	<hr/>
NET CURRENT ASSETS		194,996	216,123
		<hr/>	<hr/>
 TOTAL ASSETS LESS CURRENT LIABILITIES		765,985	792,322
		<hr/>	<hr/>
NET ASSETS		765,985	792,322
		<hr/>	<hr/>
 FUNDS	16		
Unrestricted funds		574,155	592,381
Restricted funds		191,830	199,941
		<hr/>	<hr/>
TOTAL FUNDS		765,985	792,322
		<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 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2023 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.

The notes form part of these financial statements

CANCER AID MERTHYR TYDFIL LTD.

BALANCE SHEET - continued
30 SEPTEMBER 2023

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 4 March 2024 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 2023

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 2023

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 2023

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

	2023	2022
	£	£
Donations	45,384	32,102
	<u>45,384</u>	<u>32,102</u>

3. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Fundraising events	27,653	5,782
Shop income	26,224	26,442
	<u>53,877</u>	<u>32,224</u>

4. INVESTMENT INCOME

	2023	2022
	£	£
Investment income	5,834	3,867
Deposit account interest	2,219	1,205
	<u>8,053</u>	<u>5,072</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Grants	44,968	42,623
	<u>44,968</u>	<u>42,623</u>

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

	2023	2022
	£	£
MTCBC Local Health Board	20,468	20,590
MTCBC Community Transport Grant	8,000	12,500
Stanley Thomas Trust	3,000	-
Trecatti (Dowlais) Charitable Trust	-	500
Voluntary Action Merthyr Tydfil	-	5,610
Ffos Y Fran	-	1,000
Groundwork UK	-	750
Cwm Taf Morganwg UHB	-	1,673
The National Lottery Community Fund	10,000	-
Merthyr Valley Homes	2,500	-
The Sobell Foundation	1,000	-
	<u>44,968</u>	<u>42,623</u>

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

6. SUPPORT COSTS

	Human resources	Other	Governance costs	Totals
	£	£	£	£
Community transport services	6,234	1,841	1,686	9,761
Counselling and therapies	6,234	5,525	4,842	16,601
	<u>12,468</u>	<u>7,366</u>	<u>6,528</u>	<u>26,362</u>

Governance costs:

	2023
	£
Independent examiner remuneration	2,160
Legal & professional fees	1,267
Payroll & Pension administration costs	723
Investment costs	2,378
	<u>6,528</u>

Amounts payable to Independent Examiners in relation to payroll administration was £522 (2022 £Nil). Amounts payable to Independent Examiners in relation to pension administration services provided to the charity was £201 (2022: £186). Amounts payable to Independent Examiners in relation to software fees was £202 (2022: £202).

7. NET INCOME/(EXPENDITURE)

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

	2023	2022
	£	£
Depreciation - owned assets	8,721	8,783
Independent Examiners Remuneration	<u>2,160</u>	<u>2,374</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2023 nor for the year ended 30 September 2022.

Trustees' expenses

One trustee received expense payments totalling £173 (2022 £130) for the year. These payments were reimbursement of travelling expenses.

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

9. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	113,262	104,354
Social security costs	5,230	4,532
Other pension costs	7,129	7,750
	<u>125,621</u>	<u>116,636</u>

The key management personnel of the charity is the Centre Manager. The total employee benefits of the key personnel of the charity were £51,811 (2022: £50,246).

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

	2023	2022
Charity manager	1	1
Development officer	1	1
Administration	1	1
Shop supervisor	1	1
	<u>4</u>	<u>4</u>

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	32,102	-	32,102
Charitable activities			
Services to cancer sufferers	-	42,623	42,623
Other trading activities	32,224	-	32,224
Investment income	5,072	-	5,072
Total	<u>69,398</u>	<u>42,623</u>	<u>112,021</u>
EXPENDITURE ON			
Charitable activities			
Community transport services	10,498	14,449	24,947
Counselling and therapies	97,557	52,617	150,174
Total	<u>108,055</u>	<u>67,066</u>	<u>175,121</u>
Net gains/(losses) on investments	<u>(34,642)</u>	<u>-</u>	<u>(34,642)</u>
NET INCOME/(EXPENDITURE)	(73,299)	(24,443)	(97,742)
RECONCILIATION OF FUNDS			
Total funds brought forward	665,680	224,384	890,064

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
TOTAL FUNDS CARRIED FORWARD	592,381	199,941	792,322

11. TANGIBLE FIXED ASSETS

	Long leasehold £	Plant and machinery £	Totals £
COST			
At 1 October 2022 and 30 September 2023	405,570	26,812	432,382
DEPRECIATION			
At 1 October 2022	121,665	23,953	145,618
Charge for year	8,111	610	8,721
At 30 September 2023	129,776	24,563	154,339
NET BOOK VALUE			
At 30 September 2023	275,794	2,249	278,043
At 30 September 2022	283,905	2,859	286,764

12. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 October 2022	289,435
Revaluations	3,511
At 30 September 2023	292,946
NET BOOK VALUE	
At 30 September 2023	292,946
At 30 September 2022	289,435

There were no investment assets outside the UK.

Cost or valuation at 30 September 2023 is represented by:

	Listed investments £
Valuation in 2021	21,921
Valuation in 2022	(34,642)
Valuation in 2023	3,511
Cost	302,156
	292,946

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Other debtors	458	5,256
	<u>458</u>	<u>5,256</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Social security and other taxes	1,371	2,034
Deferred income	-	10,000
Accrued expenses	4,387	3,753
	<u>5,758</u>	<u>15,787</u>

Deferred Income

	2023	2022
	£	£
Opening balance	10,000	-
Movement in the period	(10,000)	10,000
	<u>-</u>	<u>10,000</u>
Deferred income carried forward	<u>-</u>	<u>10,000</u>

Deferred income represents income received from contributing agencies where the contribution was restricted to a fixed time period project which extends beyond the current financial year. Income is deferred on the basis that the contribution was to the project as a whole, the time period of the project was fully disclosed to the contributing agencies and that time period is certain.

The deferred income carried forward is analysed as follows:

	2023	2022
	£	£
National Lottery Community Fund	-	10,000
	<u>-</u>	<u>10,000</u>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted	Designated	Restricted	2023	2022
	£	£	£	Total	Total
	£	£	£	£	£
Fixed Assets	-	86,213	191,830	278,043	286,763
Current Assets	426,200	67,500	-	493,700	521,346
Current liabilities	(5,758)	-	-	(5,758)	(15,787)
	<u>420,442</u>	<u>153,713</u>	<u>191,830</u>	<u>765,985</u>	<u>792,322</u>

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

16. MOVEMENT IN FUNDS

	At 1/10/22 £	Net movement in funds £	Transfers between funds £	At 30/9/23 £
Unrestricted funds				
General fund	442,220	(17,616)	(4,161)	420,443
Designated Fixed Assets	86,822	(610)	-	86,212
Redundancy Fund	41,339	-	2,161	43,500
Property Repairs Fund	20,000	-	-	20,000
Emergency Contingency Fund	2,000	-	2,000	4,000
	<u>592,381</u>	<u>(18,226)</u>	<u>-</u>	<u>574,155</u>
Restricted funds				
Building Project	199,941	(8,111)	-	191,830
	<u>199,941</u>	<u>(8,111)</u>	<u>-</u>	<u>191,830</u>
TOTAL FUNDS	<u>792,322</u>	<u>(26,337)</u>	<u>-</u>	<u>765,985</u>

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	107,315	(128,442)	3,511	(17,616)
Designated Fixed Assets	(1)	(609)	-	(610)
	<u>107,314</u>	<u>(129,051)</u>	<u>3,511</u>	<u>(18,226)</u>
Restricted funds				
MTCBC Community Transport	8,000	(8,000)	-	-
Cwm Taf Morganwwg UHB	20,468	(20,468)	-	-
Miscellaneous Fund	6,500	(6,500)	-	-
Building Project	-	(8,111)	-	(8,111)
The National Lottery Community Fund	10,000	(10,000)	-	-
	<u>44,968</u>	<u>(53,079)</u>	<u>-</u>	<u>(8,111)</u>
TOTAL FUNDS	<u>152,282</u>	<u>(182,130)</u>	<u>3,511</u>	<u>(26,337)</u>

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

16. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/10/21 £	Net movement in funds £	Transfers between funds £	At 30/9/22 £
Unrestricted funds				
General fund	509,847	(72,627)	5,000	442,220
Designated Fixed Assets	87,494	(672)	-	86,822
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/> 665,680	<hr/> (73,299)	<hr/> -	<hr/> 592,381
Restricted funds				
Building Project	208,052	(8,111)	-	199,941
Cancer Care Society	16,332	(16,332)	-	-
	<hr/> 224,384	<hr/> (24,443)	<hr/> -	<hr/> 199,941
TOTAL FUNDS	<hr/> 890,064	<hr/> (97,742)	<hr/> -	<hr/> 792,322

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	69,397	(107,382)	(34,642)	(72,627)
Designated Fixed Assets	1	(673)	-	(672)
	<hr/> 69,398	<hr/> (108,055)	<hr/> (34,642)	<hr/> (73,299)
Restricted funds				
MTCBC Community Transport	12,500	(12,500)	-	-
Cwm Taf Morganwwg UHB	22,263	(22,263)	-	-
Miscellaneous Fund	5,610	(5,610)	-	-
Building Project	-	(8,111)	-	(8,111)
Cancer Care Society	-	(16,332)	-	(16,332)
Ffos Y Fran	1,000	(1,000)	-	-
Trecatti (Dowlais) Charitable Fund	500	(500)	-	-
Groundwork UK	750	(750)	-	-
	<hr/> 42,623	<hr/> (67,066)	<hr/> -	<hr/> (24,443)
TOTAL FUNDS	<hr/> 112,021	<hr/> (175,121)	<hr/> (34,642)	<hr/> (97,742)

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

16. MOVEMENT IN FUNDS - continued

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

	At 1/10/21 £	Net movement in funds £	Transfers between funds £	At 30/9/23 £
Unrestricted funds				
General fund	509,847	(90,243)	839	420,443
Designated Fixed Assets	87,494	(1,282)	-	86,212
Redundancy Fund	41,339	-	2,161	43,500
Property Repairs Fund	20,000	-	-	20,000
New Retail Unit Fund	5,000	-	(5,000)	-
Emergency Contingency Fund	2,000	-	2,000	4,000
	<u>665,680</u>	<u>(91,525)</u>	<u>-</u>	<u>574,155</u>
Restricted funds				
Building Project	208,052	(16,222)	-	191,830
Cancer Care Society	16,332	(16,332)	-	-
	<u>224,384</u>	<u>(32,554)</u>	<u>-</u>	<u>191,830</u>
TOTAL FUNDS	<u>890,064</u>	<u>(124,079)</u>	<u>-</u>	<u>765,985</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	176,712	(235,824)	(31,131)	(90,243)
Designated Fixed Assets	-	(1,282)	-	(1,282)
	<u>176,712</u>	<u>(237,106)</u>	<u>(31,131)</u>	<u>(91,525)</u>
Restricted funds				
MTCBC Community Transport	20,500	(20,500)	-	-
Cwm Taf Morganwg UHB	42,731	(42,731)	-	-
Miscellaneous Fund	12,110	(12,110)	-	-
Building Project	-	(16,222)	-	(16,222)
Cancer Care Society	-	(16,332)	-	(16,332)
The National Lottery Community Fund	10,000	(10,000)	-	-
Ffos Y Fran	1,000	(1,000)	-	-
Trecatti (Dowlais) Charitable Fund	500	(500)	-	-
Groundwork UK	750	(750)	-	-
	<u>87,591</u>	<u>(120,145)</u>	<u>-</u>	<u>(32,554)</u>
TOTAL FUNDS	<u>264,303</u>	<u>(357,251)</u>	<u>(31,131)</u>	<u>(124,079)</u>

Transfers between funds

The General reserve represents the free funds of the charity which are not designated for particular purposes.

Included in the General Reserve fund balance are unrealised gains and losses on investments.

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

16. MOVEMENT IN FUNDS - continued

Transfers between funds - continued

Designated Fixed Assets fund

Where balances on funds are designated as fixed assets this is the amount within the fund set aside for the future depreciation of those assets.

The Redundancy fund

Represents amounts put aside to cover any unforeseen future redundancy costs.

The Property Repairs s fund

Represents amounts put aside to maintain the Centre of Excellence building.

The Emergency Contingency fund

Represents amounts put aside to cover any unforeseen emergency costs.

The Cwm Taf Local Health Board (Restricted)

This grant is to aid with the provision of the following services:

- to provide support to people who have been diagnosed with cancer and those in remission from cancer.
- to provide support to family members of client.
- to provide a transport service for hospital appointments.
- to provide a counselling service.

The National Lottery Community Fund

Funding for the drop in centre and support groups for patients and carers to access.

Miscellaneous Grants

This fund is for small grants received to support the centre and counselling and therapy sessions.

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2023.

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 2023 as follows:

Patient transport	7,348
Charity shop	5,600
Drop in centre (reception)	1,560
Fundraising/ad hoc volunteering	800
	<hr/>
	15,308
	<hr/>

CANCER AID MERTHYR TYDFIL LTD.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

20. PENSIONS

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

The contributions in the period amounted to £7,129 (2022 £7,750). There was a pension debtor of £458 at 30th September 2022 (2022 £158 pension debtor).

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 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	45,384	32,102
Other trading activities		
Fundraising events	27,653	5,782
Shop income	26,224	26,442
	<hr/> 53,877	<hr/> 32,224
Investment income		
Investment income	5,834	3,867
Deposit account interest	2,219	1,205
	<hr/> 8,053	<hr/> 5,072
Charitable activities		
Grants	44,968	42,623
	<hr/>	<hr/>
Total incoming resources	152,282	112,021
 EXPENDITURE		
Charitable activities		
Wages	100,794	86,859
Social security	5,230	4,532
Pensions	7,129	7,750
Other costs	42,615	43,689
	<hr/> 155,768	<hr/> 142,830
Support costs		
Human resources		
Wages	12,468	17,495
Other		
Other running costs	7,366	7,792
Governance costs		
Accountancy fees	2,883	2,374
Legal and Professional fees	1,267	2,040
Investment fees	2,378	2,590
	<hr/> 6,528	<hr/> 7,004
Total resources expended	<hr/> 182,130	<hr/> 175,121
Net expenditure	<hr/> (29,848)	<hr/> (63,100)

This page does not form part of the statutory financial statements