



Somerset Unit for Radiotherapy Equipment.

Charity Registration No. 1102299.

[surecharity.org.uk](http://surecharity.org.uk)

44 Calder Crescent, Taunton, Somerset, TA1 2NH

ANNUAL REPORT & FINANCIAL STATEMENTS

YEAR ENDED 31<sup>ST</sup> DECEMBER 2020

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## Sections

1. Charity Information
2. Report of the Executive Committee
3. Financial Reserves policy
4. Report of the Independent Examiner
5. SURE Vision 2020 and Beyond

# **Section 1. S.U.R.E. CHARITY INFORMATION**

## **For Year Ending 31<sup>st</sup> December 2020**

### TRUSTEES

Paul Alway  
Roy Hole  
Vanessa Marchmont  
Barrie Palmer

### EXECUTIVE COMMITTEE

P W Alway (Chairman)  
B Palmer (Founder)  
V.H.R.Hole (Vice Chair & Hon.Financial Director)  
V Marchmont. (Secretary)  
C Summerfield (Treasurer)  
S Miller  
G Wills

### REGISTERED OFFICE

44 Calder Crescent  
Taunton, Somerset, TA1 2NH

### BANKERS

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill, West Malling  
Kent, ME19 4JQ

Lloyds/TSB  
31 Fore St, Taunton, TA1 1HN

Bath Building Society  
c/o MJC Financial Planning Ltd  
22 South Street  
Wellington TA21 8NS

Scottish Widows  
67 Morrison Street  
Edinburgh, EH3 8YJ

Shawbrook  
Lutea House  
The Drive, Great Warley  
Brentwood, CM13 3BE

Skipton Building Society  
1 Cheapside  
Taunton, TA1 3LG

### INDEPENDANT EXAMINER

Tax Assistance Accountants  
24 Bridge Street  
Taunton, TA1 1UB

## **Section 2. Report of the Executive Committee**

The members of the Executive Committee, including all Trustees, present their Report and the Audited Financial Statement of the Charity for the year ended 31<sup>st</sup> December 2020.

### **LEGAL STATUS**

S.U.R.E. is a fund raising charity and was founded in the year 2000. It became a Registered Charity in 2004 and the registered number is 1102299.

### **PRINCIPAL ACTIVITY**

The principal activity of the charity is to raise funds for radiotherapy equipment used in the treatment of cancer patients at the Beacon Centre, Musgrove Park Hospital, Taunton.

### **REVIEW OF THE YEAR**

The ability of SURE to fund new projects in 2020 has been severely restricted by the impact of the ongoing Covid-19 pandemic on NHS resources and the focus of the Beacon Centre during 2020 was quite rightly to continue patient treatment, at the expense of planning for any new equipment to be provided with SURE funding, whilst completing the replacement of the third radiotherapy treatment machine (Linear Accelerator/Linac).

As a result the SURE Committee and Trustees took the decision not to actively promote fundraising for the charity during 2020 as this would have impacted on wider NHS fundraising to combat Covid-19. This resulted in a drop in donations from fundraisers and supporters, unable to run their usual fundraising events in 2020, of around 50% on the previous year.

Early in 2020 SURE received a significant legacy, left to the charity in a supporters will, as reflected in the Financial report, this has put the charity in an excellent position to be able to fund the Radiotherapy projects currently identified for the next 2 years.

Total donations received in 2020 was **£932,206** made up of: Donations £60,012 ; Legacies £868,279; Interest Received £3,915.

Whilst funding of projects in 2020 was limited by the impact of Covid-19, S.U.R.E. has been able to pass to the Beacon Centre and Musgrove Park Hospital the sum of **£37,092** to fund the purchase of equipment and services, and in the true tradition of the charity, expenses have been kept to a minimum at £542 for the year. General expenses also included Liability Insurance, postage, licenses, professional fees and bank charges. Total expenditure was **£37,634** and the net income **£894,572**.

The projects funded by SURE are as listed in the following pages of this section titled 'SURE- Equipment Provided during 2020, which also includes a look at the way ahead in 2021 where SURE expects to fund additional equipment to ensure the Beacon Centre is able to make best use of the advanced treatment capabilities offered by the 3 new Linacs as soon as practically possible to the benefit of patients.

In recent years the SURE AGM / Annual Supporters Meeting has taken place at the Beacon Centre and include a detailed tour of the Radiotherapy Department to show supporters where their donations have been used to the benefit of patients. SURE was unable to hold any meetings at the hospital in 2020, as a result the AGM could not take place. It is hoped that as the country reopens the 2021 meeting will be able to be held at the Beacon Centre later in the year.

This whole report was compiled by Chairman Paul Alway, with a major contribution from Treasurer Carole Summerfield, and help as needed from Roy Hole.

## **SURE – Equipment Provided during 2020**

During 2020 SURE committed funding of **£37,092** to providing items of equipment to the Radiotherapy Department at the Beacon Centre at Musgrove Park Hospital to further improve patient diagnosis, treatment and outcomes. Whilst the Radiotherapy Department continued with the replacement of the third radiotherapy treatment machine (Linac) during the Covid-19 pandemic, the focus of the Beacon Centre during 2020 was quite rightly to continue patient treatment at the expense of planning for any new equipment to be provided with SURE funding.

### **Projects Funded by SURE in 2020:**

1. SURE allocated funding to the Radiotherapy Department to purchase laptops and software to enable staff to work remotely as and when required during the Covid-19 pandemic, at a final cost to SURE of **£19,758.24**
2. SURE funded the DICOM Modality Worklist module for MOSAIQ, to provide imaging devices used in oncology such as CT, MRI and PET, with a direct, electronic transfer of patient information from the MOSAIQ patient record system at a cost to SURE of **£5,044.74**
3. SURE approved funding in 2019 for the replacement of the patient information storage system, Network Attached Storage, NAS, at a cost to SURE of **£12,288.96**, paid in 2020.
4. SURE also approved funding for a number of small item projects to support the ongoing work of the Radiotherapy team, all expected to be invoiced for payment in 2021:
  - £1,865.82 approved funding for monitor rails to better hold the monitors in the radiotherapy control room.
  - £131 approved funding for provision of Spiroball Incentive Spirometers,
  - £812.25 approved funding the purchase of additional Valley cushions and covers to provide comfort to patients during travel to/from the Beacon Centre.
  - £335 approved funding of replacement power chargers for the Apple iPads used by the radiotherapy team.

## **The Way Ahead**

SURE is committed to ensuring cancer services at Musgrove Park Hospital, and the Beacon Centre in particular, continues to offer high quality cancer care to internationally recognised standards, as SURE continues to provide equipment and support not otherwise available within the NHS budget that is assessed to be of real benefit to patients.

SURE is committed to supporting the introduction of new and improved cancer diagnosis and treatments, enabling the Beacon Centre and wider Oncology departments at Musgrove Park Hospital to participate in national cancer treatment trials, leading to more patients being able to be treated locally at the Beacon Centre.

As outlined in the annual report for 2019 the committee and trustees worked with the Radiotherapy Department to produce a shared Vision for Radiotherapy to kick-start the provision of funding for new equipment by SURE before the end of 2020, outlining where SURE support and funding might best be used to the benefit of patients. During 2020 meetings with the Radiotherapy team continued utilising Microsoft Teams meetings and email. As a result, in November 2020 the SURE committee and Trustees agreed a new Vision and Roadmap paper for the future development of advanced radiotherapy services with the Radiotherapy team, an extract of which is included under Section 5. The Vision & Roadmap is not set in stone, it is a living document setting out an agreed pathway for key areas of development over the next few years and it is anticipated that it will evolve as projects move forward.

As a result we have an ambitious programme of projects for the coming year, potentially requiring SURE funding of up to **£650,000**, including funding for :

- **Sterotactic Ablative Body Radiotherapy, SABR**, to deliver a wide range of advanced radiotherapy treatments. Currently, Somerset patients have to travel to Bristol for this treatment but many are unable to endure the journey so this treatment becomes unavailable to them.
- A **Mobile Phone App**, the 'Beacon Buddy', to provide patients receiving radiotherapy with easily accessible supporting information during their course of treatment.
- Provision of a new **Radium 223 treatment Suite** at the Beacon Centre, to target by injection bone metastases from prostate cancer.
- Contribution towards the refurbishment of the Beacon Centre Staff Room and facilities.
- Staff training related to the introduction of new advanced radiotherapy treatments.
- In these difficult Covid times the Beacon Centre has had to become very creative to ensure patients get the care they need whilst providing a safe environment to those who must come for treatment, the aim is to create some clinic pods and a review room. To also create the right "online" clinic spaces to support patient privacy and dignity whilst maintaining excellent care.

Whilst the Covid pandemic continues to impact the NHS it is not known how many of the projects proposed for 2021 will be able to be delivered in 2021, some may well have to move into 2022.

From the Vision Roadmap the following projects received early approval and initial funding before the end of 2020, expected to be invoiced for payment in 2021:

1. Development of the Beacon Buddy mobile phone App, funding of £30,825 approved.
2. 1<sup>st</sup> element of the Space Conversion project, funding of £4,137.08 approved.
3. GafChromic Film for the SABR project, funding of £5,851 approved.

## Section 3. Financial Reserves Policy

The S.U.R.E. Financial Reserves Policy is based upon a number of factors:

1. Forecast and historic annual income levels from fundraising activities, excluding legacy donations.
2. Historic underlying funding expenditures on equipment and services to maintain the treatment capabilities of the Radiotherapy Department at the Beacon Centre, Musgrove Park Hospital, excluding major funding undertakings such as replacing the S.U.R.E. funded CT Scanner/Simulator.
3. S.U.R.E. Does not commit to funding equipment unless the funds are readily available in S.U.R.E.'s bank accounts, the exception being for major undertakings such as replacing the S.U.R.E. CT Scanner where given the high cost an individual fundraising campaign is run.
4. The need to hold reserves against committed expenditure forecasts for future years, such as the ongoing maintenance of equipment funded by S.U.R.E. where a commitment has been made to fund multiple years maintenance costs, such as where S.U.R.E. committed to pay the first 3 years maintenance costs for the S.U.R.E. CT scanner.
5. S.U.R.E.'s Reserves Policy is to maintain reserves of a minimum of **£100,000** in the charities bank accounts
6. S.U.R.E. will not commit expenditure of any portion of the £100,000 financial reserve without the unanimous agreement of the Management Committee and the authority of ALL Trustees confirmed in writing to the Secretary.
7. This will enable S.U.R.E. to fund the provision of equipment urgently required by the

Radiotherapy Department to ensure patient treatment is maintained at current levels of excellence.

## **Section 4. Report of the Independant Examiner**

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Report and Accounts for the Year ended 31st December 2020

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## S.U.R.E.

Somerset Unit for Radiotherapy Equipment  
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### REPORT OF THE TRUSTEES for the Year ended 31st December 2020

#### 1. CONSTITUTION

The charity is a fund raising organisation to provide equipment for the treatment of cancer patients and therefore is cash based with no assets of its own. It operates as a focal receiving point for the cash generated by a variety of fund raising events and has only miniscule amount of operating expenditure.

It was founded in the year 2000 and became a registered charity in 2004.

#### 2. OPERATING RESULTS (Since inception)

Year	Donations	Interest	Total Income	Less Expenses	Equipment	Net Income	Cash Balance
	£	£	£	£	£	£	£
2000	6,818	-	6,818	-	-	6,818	6,818
2001	34,739	104	34,843	-		34,843	41,661
2002	49,250	593	49,843	-		49,843	91,504
2003	64,617	2,065	66,682	(127)		66,555	158,059
2004	93,768	3,688	97,456	(244)		97,212	255,271
2005	159,074	8,427	167,501	(363)		167,138	422,409
2006	153,839	15,301	169,140	(235)		168,905	591,314
2007	165,952	21,255	187,207	(476)		186,731	778,045
2008	255,044	66,348	321,392	(197)	(14,339)	306,856	1,084,901
2009	301,289	6,260	307,549	(314)	(532,907)	(225,672)	859,229
2010	174,774	3,344	178,118	(2,190)	(93,053)	82,875	942,104
2011	154,930	5,272	160,202	(175)	(244,657)	(84,630)	857,474
2012	161,165	3,587	164,752	(432)	(439,403)	(275,083)	582,391
2013	117,111	1,824	118,935	(664)	(244,152)	(125,881)	456,510
2014	135,035	1,093	136,128	(528)	(121,168)	14,432	470,942
2015	294,892	1,486	296,378	(1,077)	(110,145)	185,156	656,098
2016	297,267	2,278	299,545	(1,000)	(70,774)	227,771	883,869
2017	130,564	2,454	133,018	(1,158)	(112,082)	19,778	903,647
2018	192,623	3,772	196,395	(1,649)	(494,162)	(299,416)	604,231
2019	521,201	2,990	524,191	(1,370)	(494,313)	28,508	632,739
2020	928,291	3,915	932,206	(542)	(37,092)	894,572	1,527,311

Note Donations include Gift Aid and Legacies



# S.U.R.E.U.2

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## INCOME & EXPENDITURE ACCOUNT

for the Year ended 31st December 2020

<u>INCOMING RESOURCES</u>	2020	2019
	£	£
Donations	60,012	124,295
Legacies	868,279	394,267
Gift Aid	-	2,637
Interest Received	3,915	2,990
Bank Adjustment	-	2
<b>Total Incoming Resources</b>	<b>932,206</b>	<b>524,191</b>
<u>RESOURCES EXPENDED</u>		
Equipment Purchased	37,092	494,313
Sundry Expenses	-	-
Fundraising costs	25	483
Travel	-	3
Postage	76	137
Stationery	1	65
Website	-	124
Insurance	310	324
Licenses	20	20
Professional Fees	50	150
Bank Charges	60	65
<b>Total Resources Expended</b>	<b>37,634</b>	<b>495,684</b>
<b>NET INCOME</b>	<b>894,572</b>	<b>28,507</b>



# S.U.R.E.

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## BALANCE SHEET

for the Year ended 31st December 2020

	2020 £	2019 £
<b>CURRENT ASSETS</b>		
Cash at Bank and in Hand	1,527,311	632,739
<b>NET ASSETS</b>	<b>1,527,311</b>	<b>632,739</b>
Balance brought forward	632,739	604,231
Income & Expenditure Account	894,572	28,508
<b>Balance carried forward</b>	<b>1,527,311</b>	<b>632,739</b>
<p>These financial statements were approved by the Executive Committee on its behalf by:</p>		
V.H.R. Hole, Vice Chairman		and signed on
C. Summerfield, Treasurer		Paul Alway, Chairman

## S.U.R.E.

Somerset Unit for Radiotherapy Equipment

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### Statement of Cashflows

as at 31st December 2020

	2020	2019
	£	£
Cashflow from operating activities	890,657	25,518
Cashflow from investment activities	3,915	2,990
Movement in cash	894,572	28,508
Balance brought forward	632,739	604,231
Balance carried forward	1,527,311	632,739

## **S.U.R.E.**

**Somerset Unit for Radiotherapy Equipment**

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### **NOTES TO THE FINANCIAL STATEMENTS**

as at 31st December 2020

#### **Accounting Policies**

##### **(a) Basis of preparation**

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

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

##### **(b) Funds structure**

All funds are unrestricted.

##### **(c) Incoming resources**

All incoming resources are recognised upon receipt.

##### **(d) Incoming resources from legacies**

Legacies are accounted for as incoming resources upon receipt.

##### **(d) Resources expended and irrecoverable VAT**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to each category of expense shown in the Income & Expenditure Account. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.



## **S.U.R.E.**

**Somerset Unit for Radiotherapy Equipment**  
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### **INDEPENDENT EXAMINER'S REPORT** **on the accounts for the year ended 31st December 2020**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020 as set out on pages 1 - 6.

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

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

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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Financial Accountants.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

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

Signed:



Date:

20th April 2021

Name:

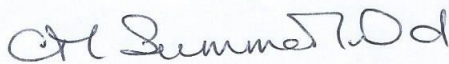
Edward Coton LTCL AFA/MIPA

These Financial Statements were approved by the Executive Committee & Trustees 2020 on 29<sup>th</sup> July 2021 and signed on behalf by:

**Paul Alway, Chairman;**



**Carole Summerfield, Treasurer;**



**V.H.Roy Hole, Vice Chairman.**



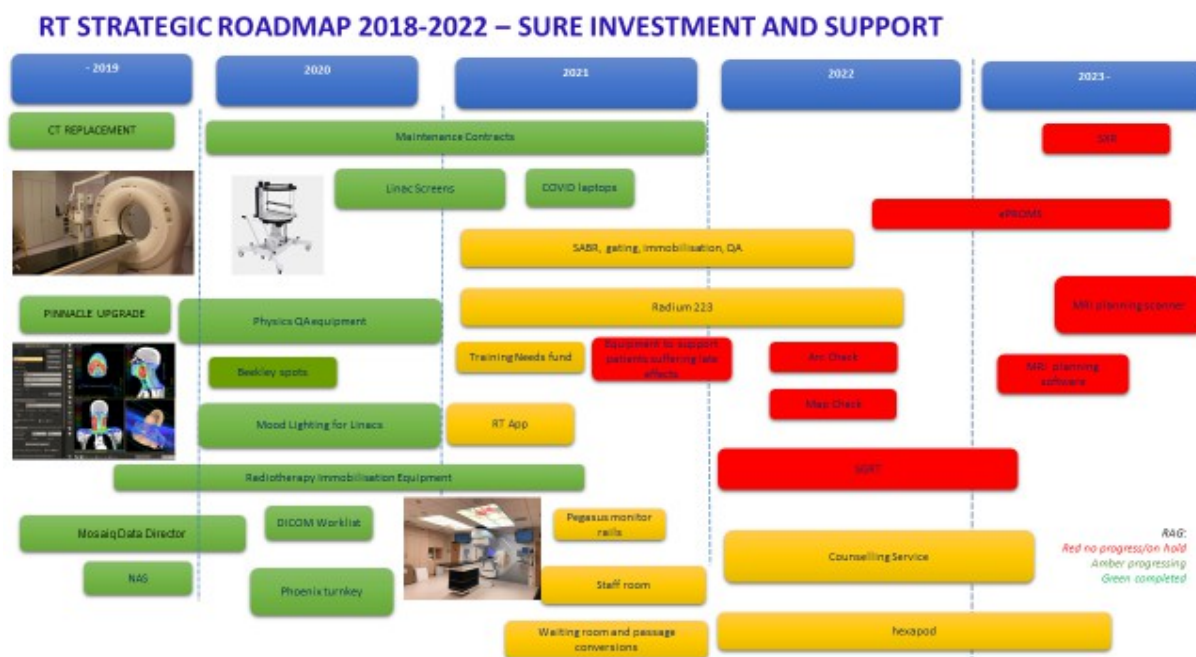
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## Section 5. SURE Vision 2020 and beyond.

The Radiotherapy Department of the Beacon Centre in Musgrove Park Hospital is very grateful to the dedicated committee members and volunteers who strive to raise funds to support radiotherapy in Somerset. Without their dedication we would not be able to deliver the vital treatments to the people of Somerset.

The aim of this paper is to highlight the collaborative work that we have achieved in recent years and to describe how we aspire to move forward together.

The roadmap below shows a simplistic strategy for radiotherapy, how SURE have supported us already and how we would like to develop in the next few years.



## Projects for the Future

**Radiotherapy App** - This supports patients through their radiotherapy pathway.

**Staff Room** - As a very busy cancer centre, the teams at Musgrove care for all the cancer patients who come through our doors. It is important that we, in turn, care for our staff and provide them with facilities to enable them to get the required rest and sustenance. To this end we are working with SURE to replace the tired staff room and refurbish it. Well rested and fed staff provide safer more caring services to patients.

**Sterotactic Ablative Body Radiotherapy (SABR)** - NHS England has confirmed that we are now rolling out SABR across the country and Somerset FT (SFT) has risen to the challenge. Whilst a few years ago, we were delivering lung SABR, we are now privileged to work this up for lung, lung oligometastases, bone (not spine) oligometastases and lymph and adrenal oligometastases. This is wonderful for our patients, who previously would have had to travel to Bristol or beyond for this treatment. We have a comprehensive project plan being worked on currently but will need support for equipment to deliver this:

- Gating
- Abdominal compression immobilisation
- QA equipment replacements such as Arc and Map checkers

**Workspace/Patient Space** - In these difficult times of social distancing, we have had to become very creative to ensure that our patients get the care they need whilst providing a safe environment to those

who must come for treatment. To this end we are looking to create the right “online” clinic spaces to support the privacy and dignity of our patients whilst maintaining excellent care even though they may not be in the department.

We are hoping to create some clinic pods and a review room.

**Radium 223 (Ra223)** - Radium-223 Dichloride injections are currently recommended by NICE for the treatment of hormone resistant metastatic prostate cancer mostly for disease in their bones, where other treatment options have been exhausted or are contraindicated in the individual. Currently, Somerset patients have to travel to Bristol for this treatment but many are unable to endure the journey so this treatment becomes unavailable to them. We hope to change that for our patients. We also anticipate that this treatment will also become available to metastatic breast patients

We are hoping to build a radium suite and will need support to purchase some of the essential equipment such as a ventilated fume cabinet, a radiation monitoring device and computers and a metal radiation safe for example.

**Training Needs** - This will support the staff to become the best they can be, researching treatments, changing the way we deliver treatment and delivering the very best, evidence based treatments in our centre. Education is power!

In 2021, our professional bodies advocate academic underpinning in the form of Masters Degrees in radiotherapy topics to ensure that the correct research ideologies and methods are employed in our drive for the best care for patients.

**EPROMs** - This is a cancer programme which enables us to collate Patient Reported Outcome Measures will help us understand real time patient experience and define the future of services and cancer treatments.

**Equipment** - We know that radiotherapy equipment is very expensive and we aim to have the best to make sure we serve our patients well.

Alongside the replacement of some existing, quality assurance equipment such as our MAP check and ARC check (to ensure the calibration of our larger equipment for patient safety, we are also aspiring to move forward with the technology with some more innovative technology.

- SGRT - Surface guided radiotherapy system for patient treatment delivery – this enables patient position tracking and gated beam control and also enable tattoo free treatments
- Hexapod linear accelerator couch tops – allows 6 degrees of freedom precision movement to ensure daily adaptation in all planes of motion
- MRI planning software that enable us to convert MRI data for planning (reducing dose to patients and enhancing soft tissue structure)
- MRI planning scanner to replace the CT planning scanner
- A replacement superficial unit (SXR)
- BiGART – Biology Guided Radiotherapy - real time biological, image-guided adaptive radiotherapy system, uses PET/MRI planning and adapts radiotherapy to biological changes in tumours and surrounding tissues – still in development phases
- AI – artificial intelligence contouring system for planning (which will help reduce planning time and improve the time to treatment for patients)
- A 4<sup>th</sup> linear accelerator (LINAC)

We hope that this will give you a better understanding of the developments, small, medium and large that we are working on currently and how we could benefit from all the work that the SURE team put in to help us achieve our aims. The future of our radiotherapy service is shared.