



Somerset Unit for Radiotherapy Equipment.

Charity Registration No. 1102299.

surecharity.org.uk

44 Calder Crescent, Taunton, Somerset, TA1 2NH

ANNUAL REPORT & FINANCIAL STATEMENTS

YEAR ENDED 31ST DECEMBER 2024

Sections

1. Charity Information
2. Report of the Executive Committee
3. Internal Financial Controls policy
4. Financial Reserves policy
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Section 1. S.U.R.E. CHARITY INFORMATION

For Year Ending 31st December 2024

TRUSTEES

Paul Alway
Roy Hole
Vanessa Marchmont
Barrie Palmer

EXECUTIVE COMMITTEE

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

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
15 Queen Square
Bath
BA1 2HN

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

TaxAssist 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 Annual Report, Financial Statement of the Charity, and Independent Examiners Report for the year ended 31st December 2024.

STRUCTURE, GOVERNANCE & MANAGEMENT

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. S.U.R.E. is constituted under a model Declaration of Trust deed dated 6th February 2004, Registered 25th February 2004.

The charities Management Committee consists of the 4 current Trustees plus Treasurer and 1 volunteer fundraiser. New trustees are appointed by the existing trustees and serve for 3 years after which they can put themselves forward for reappointment. The Trust Deed, as amended by Supplementary Trust Deed at a Special Committee Meeting held on 5th September 2013, provides for at least 3 Trustees.

The Management Committee aim to meet at least 4 times a year, at which they review and agree the broad strategy for the charity and areas of activity for the coming months, including considering any significant funding applications exceeding £10,000. Smaller funding requests, under £10,000 are generally considered by email outside of the main Management Committee meetings and need approval by all members of the Management Committee to go ahead. The Management Committee also review monitoring of performance of approved projects, outstanding invoices, committed funds, overall current financial position and funds available for future projects. The Management Committee also meet 4 times a year with the Beacon Centre Radiotherapy Department management and finance team to review performance of current projects, outstanding invoices, review the Vision & Roadmap and to discuss potential future projects for SURE funding.

SURE is registered with the Fundraising Regulator (fundraisingregulator.org.uk) and follows its Code of Fundraising Practice.

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 (Somerset NHS Foundation Trust). Alongside this the charity considers funding requests for equipment associated with cancer diagnosis, treatment planning, treatment delivery and patient care which will benefit cancer patients across Somerset.

REVIEW OF THE YEAR

During 2024 SURE committed funding of **£278,872** to the Radiotherapy Department at the Beacon Centre at Musgrove Park Hospital to further improve patient diagnosis, treatment and outcomes.

In 2024 SURE fundraisers and supporters continued to give their generous support to the charity. Supporters leaving SURE a Gift in their will as a legacy has become significant in recent years in enabling the charity to fund major innovations in radiotherapy treatment that would not have been possible without them, 2024 was no exception.

Total donations received in 2024 was **£244,408** made up of: Donations **£73,329**; Legacies **£130,147**; Just Giving **£11,344**; Gift Aid **£572**; Interest Received **£29,016**; and Bank Adjustment **£0**.

2024 saw us able to continue the delivery of projects within the Radiotherapy Department as outlined in the current version of the SURE Vision 2020 and Beyond roadmap, including completion of the Surface Guided Radiotherapy Treatment (SGRT) project, and the rearrangement of several areas of the radiotherapy department to improve the facilities and environment for both patients and staff.

S.U.R.E. has been able to pass to the Beacon Centre and Musgrove Park Hospital the sum of **£278,872** in 2024 to fund the purchase of equipment and services in the year, whilst expenses have been kept to **£1,006** for the year. General expenses included Liability Insurance, postage, licenses, professional fees and bank charges.

Total SURE expenditure was **£279,878** resulting in net income for the year of **-£35,470**.

The projects funded by SURE in 2024 are as listed in the following pages of this section titled 'SURE-Equipment Provided during 2024', which also includes a look at the way ahead in 2025, to ensure the Beacon Centre is able to make best use of the advanced treatment capabilities to the benefit of patients.

The 2024 AGM and Annual Supporters meeting was held at the Beacon Centre in October 2024 when supporters were given a tour of all areas of the radiotherapy department to see where all their donations have been used to the benefit of patients, including Surface Guided Radiotherapy Treatment (SGRT) being demonstrated by the radiotherapy team.

The Annual Report is highlighted on the SURE website including the extract from the Annual Report detailing the Equipment Provided each year.

All SURE Committee and Trustees meetings were able to take place face to face, with Zoom available for those not able to attend. Meetings with the Beacon Centre management were also in person at the Beacon Centre, with Microsoft Teams available for those not able to make the meeting in person.

This whole report was compiled by Chair Paul Alway, with a major contribution from Treasurer Carole Summerfield.

SURE – Equipment Provided during 2024

During 2024 SURE committed funding of **£ 278,872** to the Radiotherapy Department at the Beacon Centre at Musgrove Park Hospital to further improve patient diagnosis, treatment and outcomes.

Projects Funded by SURE in 2024:

1. **SGRT Equipment - final invoice.** In 2024 SURE funded the final invoice for the purchase and installation of the SGRT equipment across all 3 Linacs and the SURE provided CT Scanner/ Simulator at a cost to SURE of **£65,060**, bringing the total SURE funding of the SGRT equipment to £650,600.
2. **SGRT year 2 Service & Maintenance.** When SURE approved fully funding the SGRT project across the radiotherapy department we agreed to fund the cost of the service & maintenance contract for years 2 and 3. In 2024 SURE funded year2 at a cost of **£52,415**.
3. **Elekta licences for SGRT project.** Following on from the SURE funding approved for the purchase of the SGRT equipment the need to upgrade the hardware infrastructure was agreed with Elekta, the radiotherapy treatment machine (Linac) provider, however the upgrade required an additional licence for each of the 3 Linacs in order to interact and integrate clinically with SGRT. This was funded by SURE at a cost of **£56,449**
4. **Air Conditioning & Heating System.** As part of the space conversion project SURE approved funding for the introduction of air conditioning into the former radiotherapy planning room, an enclosed space without natural light or airflow. The works enabled the other building conversion works. At a cost to SURE of **£15,712**

5. **Radiotherapy space conversion project.** In 2023 SURE approved funding for a feasibility study with the PFI provider into room alterations which would improve the radiotherapy department for staff and patients. This was the first time since opening in 2009 that the layout and operation of the radiotherapy department had been reviewed and with the increase in patient numbers the need for a better patient flow and use of space throughout the department had been identified. Following on from the feasibility study SURE approved funding for the main conversion project to improve the working environment, bring teams together for improved collaborative working, and benefits to patient flow in the department. SURE funded all the building works at a cost to SURE of **£77,229**
6. **Radiotherapy space conversion flooring.** The final element in the space conversion project required some of the flooring to be replaced, where walls and doors were being removed and relocated in the radiotherapy department. SURE funded this at a cost to SURE of **£2,005**
7. **Contribution to Robotic Surgery operating table.** The League of Friends Musgrove Park Hospital had purchased a robotic surgery unit for the hospital, however to take full advantage of its benefits a robotic surgery operating table was required. The League of Friends approached SURE to contribute towards the cost of the operating table. As the robot is used for many cancer related operations SURE approved a donation of **£10,000**.

The Way Ahead for 2025

SURE is committed to ensuring cancer services at Musgrove Park Hospital, the Beacon Centre, and the Radiotherapy Department 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, including enabling participation in national cancer treatment trials, leading to more patients being able to be treated locally at the Beacon Centre.

In November 2020 the SURE management committee and Trustees agreed with the Radiotherapy management team a new Vision and Roadmap for the future development of advanced radiotherapy services over the next 5 years, outlining where SURE support and funding might best be used to the benefit of patients. The Vision & Roadmap is a living document setting out an agreed pathway for key areas of development and will continue to evolve as new projects move forward. A full strategic review of the Vision and Roadmap will be undertaken in 2025, looking ahead for the following 5 years, including the replacement programme for the 3 radiotherapy treatment machines (Linacs) due in 2029, the replacement of the SURE provided CT Scanner/Simulator in 2028, the potential benefit of introducing AI in radiotherapy planning, along with other smaller projects which would benefit patients and staff.

1. SURE has committed to funding **SGRT service and maintenance** costs for year 3 (due July 2025) with **£60,000** held ring-fenced awaiting invoice.
2. **Couch extensions for Linac treatment machines.** In September 2024 SURE approved funding of **£8,075** for the purchase of 2 couch extensions for 2 of the Linacs, expected to be delivered and invoiced in 2025.
3. **Stereotactic Ablative Radiotherapy treatment (SABR)** – In August 2024, following an extensive product evaluation process by the Radiotherapy Physics Department, SURE approved funding of **£143,375** for the replacement of **ArcCheck and MapCheck QA Equipment**, expected to be delivered and invoiced to SURE in 2025.

Whilst the delivery timescales of individual projects cannot be guaranteed, the overall Vision Roadmap remains our joint view of how SURE funding will continue to help deliver world class treatment for patients. The Vision Roadmap is continually under review at each joint SURE/SFT meeting, held 4 times a year, to ensure the proposed projects for the next 2-3 years will deliver the best outcomes for patients.

Section 3. Internal Financial Controls Policy

The charities trustees are responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities. To that end the trustees have reviewed the internal financial controls policy which is set out below.

Management of the charities bank accounts

- No payments are authorised for payment without an accompanying invoice or receipt.
- Where the charity holds more than one account with the same bank, the Treasurer is authorised to move funds electronically between those accounts but cannot authorise payments out of the accounts in that way.
- All payments made by the charity are made by cheque requiring two signatures, those of the Treasurer, the Vice Chair/Hon. Finance Director or Chair.
- For all online donation activity, eg. Just Giving, the charity uses a bank account into which you can deposit funds but not make outgoing payments.
- All payments and receipts are logged manually.
- A receipt is issued for all cash donations received from donors by any member of the charities management committee.

Working with the Somerset NHS Foundation Trust.

- All requests to SURE for consideration for funding must be accompanied by a paper outlining the needs and patient benefits together with final quotes for all equipment required.
- All projects approved by the SURE Management Committee and Trustees are given a unique SURE project number when authorised and a ceiling funding amount which cannot be exceeded without seeking further authority from the SURE management committee.
- Invoices are received electronically from the Trust. No invoice will be accepted for payment unless it includes the correct SURE project number.
- Approved invoices are then paid within 5 working days.

Donations for SURE made at the Beacon Centre Musgrove Park Hospital

The agreed procedure for donations for SURE at the hospital is:

- No donations can be left at the Beacon Centre reception
- All donors are directed to the hospital's Main Office where the donation will be counted and a receipt issued to the donor.
- All cash received is paid by the Trust into the nominated SURE bank account via BACS.
- All cheques and accompanying letter or other information received along with any donations is held by the Main Office until collected by the SURE Treasurer, as soon as possible after being notified, within the next 7 days.
- All donations received by the Main Office are recorded in a spreadsheet and passed to the charities Treasurer monthly.
- A new poster at the Beacon Centre reception includes the charities registered phone number if the donor would prefer us to arrange collection from them.

Section 4. Financial Reserves Policy

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

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 5. Report of the Independant Examiner

S.U.R.E. Somerset Unit for Radiotherapy Equipment
110229
Report and Accounts for the Year ended 31st December 2024

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S.U.R.E.

Somerset Unit for Radiotherapy Equipment
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CHARITY INFORMATION

for the Year ended 31st December 2024

TRUSTEES:	Paul Alway Roy Hole Barrie Palmer Vanessa Marchmont
ADDRESS:	44 Calder Crescent Taunton Somerset TA1 2NH
REGISTERED CHARITY NUMBER:	1100229
INDEPENDENT EXAMINER:	TaxAssist Accountants 24 Bridge Street Taunton Somerset TA1 1UB

S.U.R.E.

Somerset Unit for Radiotherapy Equipment
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REPORT OF THE TRUSTEES

for the Year ended 31st December 2024

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)

<u>Year</u>	<u>Donations</u>	<u>Interest</u>	<u>Total Income</u>	<u>Less Expenses</u>	<u>Equipment</u>	<u>Net Income</u>	<u>Cash Balance</u>
	£	£	£	£	£	£	£
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
2021	70,528	972	71,500	(922)	(126,234)	(55,656)	1,471,655
2022	503,513	5,643	509,156	(851)	(162,936)	345,369	1,817,024
2023	358,860	31,291	390,151	(1,327)	(604,075)	(215,250)	1,601,774
2024	215,392	29,016	244,408	(1,006)	(278,872)	(35,470)	1,566,304

Note Donations include Gift Aid and Legacies

S.U.R.E.

Somerset Unit for Radiotherapy Equipment
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INCOME & EXPENDITURE ACCOUNT

for the Year ended 31st December 2024

<u>INCOMING RESOURCES</u>	2024		2023	
	£	£	£	£
Donations	73,329		102,853	
Legacies	130,147		256,000	
Just Giving	11,344		-	
Gift Aid	572		-	
Interest Received	29,016		31,291	
Bank Adjustment	-		7	
Total Incoming Resources		244,408		390,151
 <u>RESOURCES EXPENDED</u>				
Equipment Purchased		278,872		604,075
Fundraising costs	405		825	
Postage	67		69	
Stationery	12		2	
Website	24		24	
Insurance	365		341	
Licenses	20		-	
Travel	6		-	
Other expenses	46		-	
Bank Charges	62		66	
		1,006		1,326
Total Resources Expended		279,878		605,401
NET INCOME		- 35,470		- 215,250

S.U.R.E.

Somerset Unit for Radiotherapy Equipment
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BALANCE SHEET

for the Year ended 31st December 2024

	2024 £	2023 £
CURRENT ASSETS		
Cash at Bank and In Hand	<u>1,566,304</u>	<u>1,601,774</u>
NET ASSETS	<u>1,566,304</u>	<u>1,601,774</u>
Balance brought forward	1,601,774	1,817,024
Income & Expenditure Account	<u>- 35,470</u>	<u>- 215,250</u>
Balance carried forward	<u>1,566,304</u>	<u>1,601,774</u>

These financial statements were approved by the Executive Committee on 12/6/25 and signed on its behalf by:

V.H.R. Hole, Vice Chairman



C. Summerfield

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 2023

	2024	2023
	£	£
Cashflow from operating activities	- 64,487	- 246,541
Cashflow from investment activities	<u>29,016</u>	<u>31,291</u>
Movement in cash	- 35,470	- 215,250
Balance brought forward	1,601,774	1,817,024
Balance carried forward	1,566,304	1,601,774

S.U.R.E.

Somerset Unit for Radiotherapy Equipment

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NOTES TO THE FINANCIAL STATEMENTS

as at 31st December 2023

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 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 2024**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2024 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 May 2025

Name:

Edward Coton LTCL AFA/MIPA