

Company Registration Number: 05365990
Registered Charity Number: 1109784

THE CHARTWELL CANCER TRUST
(A Company Limited by Guarantee)

Report and Financial Statements
for the period ended 31 May 2022

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THE CHARTWELL CANCER TRUST
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Charity Information

Company Registration Number	05365990
Registered Charity Number	1109784
Trustees	M W Douglas V J Beech N Reilly R Rogan
Secretary	L D Adams
Chief Executive	M W Douglas
Principal Office	Room 1 Aileen McHugo Building Westmore Green Tatsfield Kent TN16 2AG
Accountants	Baxter & Co Lynwood House Crofton Road Orpington Kent BR6 8QE
Bankers	Barclays Leicester LE87 2BB

THE CHARTWELL CANCER TRUST
(A Company Limited by Guarantee)

Independent Examiner's Report to the Trustees of The Chartwell Cancer Trust (A Company Limited by Guarantee)

I report to the charity trustees on my examination of the accounts of the Company for the period ended 31 May 2022.

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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

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

Andrew Meredith BA (Hons), FCCA
Baxter & Co
Chartered Certified Accountants
Lynwood House
Crofton Road
Orpington
Kent
BR6 8QE

23 February 2023

THE CHARTWELL CANCER TRUST
(A Company Limited by Guarantee)

Trustees' Report for the period ended 31 May 2022

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. They present their report along with the financial statements of the charity for the period ended 31 May 2022.

The accounts have been prepared in accordance with the accounting policies set out on pages 6 to 16 of the accounts and comply with the Charitable Company's Memorandum and Articles of Association, the Companies Act 2006 and "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 2015)"

Structure, governance and management

The Charity is a company limited by guarantee of its members, incorporated on 16 February 2005, constituted under its memorandum and articles of association dated 16 February 2005 and is a registered charity, number 1109784.

The trustees are appointed by the charity at the Annual General Meeting. The memorandum and articles of association provide for a minimum of three trustees, with no maximum. At each Annual General Meeting, one third of the trustees are subject to retirement by rotation. The trustees to retire by rotation shall be those who have been longest in office. If the charity does not fill the vacancy of a retiring trustee at the meeting, the retiring trustee, if willing to act, will be deemed to have been reappointed.

Risk management

The charity's trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Objectives for the public benefit and activities

The objective of the charity is the relief of persons suffering from cancer and leukaemia by providing financial support to the Chartwell Unit situated in the Princess Royal University Hospital in Farnborough, Kent or such other hospitals or organisations as the trustees may determine, to purchase equipment, and by any other charitable means which the trustees determine.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives.

THE CHARTWELL CANCER TRUST
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Trustees' Report for the period ended 31 May 2022
(continued)

Grant making policy

The hospital identifies a staffing or vital equipment requirement and applies to the charity for funding. The charity reviews funds available and agrees upon a fixed time period during which the charity will fund the wages of members of staff.

Achievements and performance

During the year, the trust has been actively fundraising and was successful in raising £602,545 through donations from patrons, social events, sponsored events and donations from the supporting public.

Financial review and reserve policy

As well as fulfilling its aims and objectives, the charity has agreed to support The Lily Pad Appeal funding a new paediatric oncology ward in the Integrated Paediatric Village in Croydon University Hospital.

The charity continues to focus on and expand its charity shops and also operates a local charity house clearance service.

Total income for the year amounted to £602,545 (2021: £886,605), a decrease in activities for generating funds which can be seen on page 6. This has restricted the charity's ability to pledge more funding in pursuit of its objectives and to extend its reach. This amount includes £25,364 of restricted funds received under the Coronavirus Job Retention Scheme which has been used to fund staff salaries during the national restrictions imposed in response to the COVID-19 pandemic. COVID had a detrimental impact on the charities shops which saw a noticeable downturn, with one shop closed in the year. A new shop in Peckham opened in the year and revenue from sale of donated goods in the shops has increased.

The charity has a target to achieve a reserve equal to 3 months running costs and the trustees aim to achieve this without compromising its ability to provide support and financial assistance in furtherance of the charitable objective. As at the balance sheet date, the charity fell short of its target and intends to allocate resources as possible during the course of the coming years to build up sufficient reserves in line with this policy.

At the 31 May 2022, the charity was in a net deficit position in the sum of £60,000. During the year, the charity had continued to raise funds for The Lily Pad Appeal and had pledged to raise £750,000 as a contribution to ensure that the project could go ahead. At the time of the funding being required and paid in February 2022, the charity's fundraising efforts fell short by £70,000. The trustees collectively agreed that the charity should honour its pledge and, with the support of a trustee and patron by way of loans totalling £70,000, this was achieved. Consequently, despite the charity's best efforts, it had not raised sufficient funds by the year end to meet the entire deficit or repay the loans advanced to it. The trustees acknowledge that whilst the charity is showing a deficit at the date of this report, this was necessary to meet the specific pledge relating to The Lily Pad Appeal and in no way harmed or reflected on the position of the charity's wider activities. The loans advanced were unsecured, interest free and not repayable on demand, with an expectation that these would only be repaid when the charity was able to do so, having discharged all of its other liabilities as they fall due.

THE CHARTWELL CANCER TRUST
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Trustees' Report for the period ended 31 May 2022
(continued)

Since the date of this report, the charity has achieved a surplus as expected and has been able to fully repay its loans. The charity has continued to be able to meet its liabilities as they fall due. The charity has continued to monitor its costs, however, the temporary timing difference arising from when funds were needed and when funds were raised have been fully reversed.

Plans for the future

The charity intends to continue with fundraising events and to increase the number of patrons of the charity in order to secure a level of regular ongoing income.

Statement of trustees' responsibilities

The trustees (who are also directors of The Chartwell Cancer Trust for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Companies' Exemptions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approved by the Trustees on 23 February 2023 and signed on their behalf by:-

M W Douglas

Trustee

Company Registration Number: 05365990

Registered Charity Number: 1109784

THE CHARTWELL CANCER TRUST
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31 MAY 2022
(incorporating an Income and Expenditure Account)

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
Incoming from:					
Donations and legacies		181,599	25,364	206,963	399,400
Grants receivable		15,000	-	15,000	142,502
Activities for generating funds	3	360,028	-	360,028	344,515
Other income		554	-	554	188
		<hr/>	<hr/>	<hr/>	<hr/>
Total incoming resources		557,181	25,364	582,545	886,605
		<hr/>	<hr/>	<hr/>	<hr/>
Expenditure on:					
Costs of generating funds	4	432,993	25,364	458,357	441,820
Charitable activities	5	260,935	-	260,935	508,214
Governance costs	4	5,950	-	5,950	3,577
		<hr/>	<hr/>	<hr/>	<hr/>
Total resources expended		699,878	25,364	725,242	953,611
		<hr/>	<hr/>	<hr/>	<hr/>
Net incoming / (outgoing) resources before transfers		(142,697)	-	(142,697)	(67,006)
Total funds brought forward		82,696		82,696	149,702
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward	11	£(60,001)	-	£(60,001)	£82,696
		<hr/>	<hr/>	<hr/>	<hr/>

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE CHARTWELL CANCER TRUST
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BALANCE SHEET AS AT 31 MAY 2022

	Note	2022	2021
		£	£
Fixed Assets			
Tangible assets	6	11,885	17,822
Current Assets			
Debtors	7	55,384	38,083
Cash at bank and in hand		16,816	97,938
		<hr/>	<hr/>
		72,200	136,021
Liabilities			
Creditors falling due within one year	8	(34,538)	(15,838)
		<hr/>	<hr/>
Net Current Assets		37,662	120,183
		<hr/>	<hr/>
Total Assets Less Current Liabilities		49,547	138,005
Creditors falling due after one year	9	(109,548)	(55,309)
Net Assets		<u>£ (60,001)</u>	<u>£82,696</u>
The funds of the charity:			
Unrestricted income funds	11	(60,001)	82,696
		<hr/>	<hr/>
		<u>£ (60,001)</u>	<u>£82,696</u>

THE CHARTWELL CANCER TRUST
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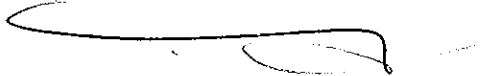
BALANCE SHEET AS AT 31 MAY 2022
(continued)

For the financial period ended 31 May 2022 the company was entitled to exemption from audit under Section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to Section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved by the Trustees on 23 February 2023



M W Douglas

Trustee

Company registration number 05365990

THE CHARTWELL CANCER TRUST
(A Company Limited by Guarantee)

Notes to the Accounts for the period ended 31 May 2022

1. Accounting policies

(a) Basis of preparation

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charitable company is a Public Benefit Entity as defined by FRS 102.

The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

(b) Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future.

The trustees have received unsecured interest free loans from its trustees at the balance sheet date to allow the company to meet its liabilities. The trustees have evaluated the performance of the charity and have an expectation that the deficit is temporary and shall be reversed within 6 months. The trustees' loans are the single biggest creditors and they have confirmed that they shall not seek repayment of the loans until such time that the charity has the resources to do so without impacting on the charity's ability to meet its liabilities and obligations as they arise.

On this basis, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

(c) Fund Accounting

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

(d) Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources and it is certain that the resources will be received and the monetary value of the incoming resources can be measured with sufficient reliability.

Government grants are recognised in line with the terms of the grant. The income is only recognised when the terms of the grant have been met. During the period, the charity received a Government grant through the Job Retention Scheme. The funds are restricted for the payment of salaries and have therefore been recognised as restricted in the SOFA. The charity complied with the terms of the scheme and recognised the income in full.

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Notes to the Accounts for the period ended 31 May 2022

(e) Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

(f) Allocation of overhead and support costs

Overhead and support costs have been allocated between charitable activity and governance on an 'apportionment' basis according to the nature of the costs involved.

(g) Governance costs

Governance costs are those associated with compliance with constitutional and statutory requirements and is allocated, along with other support costs, to charitable expenditure.

(h) Taxation

The company is a registered charity and as such its income is exempt from income tax and corporation tax under the provisions of the Income and Corporation Taxes Act 1988 to the extent that it is applied to its charitable objectives. The cost of irrecoverable VAT incurred has been included in the Statement of Financial Activities.

(i) Fixed assets

Fixed assets are stated at cost or valuation less accumulated depreciation. Depreciation is provided on assets at rates calculated to write off the cost or valuation of each asset over its expected useful life. The charity has adopted the policy of writing assets off at 33.3% per annum on a reducing balance basis.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

(j) Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

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Notes to the Accounts for the year ended 31 May 2022

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/(expenditure for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

(k) Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when it becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

(l) Basic financial assets

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

(m) Basic financial liabilities

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

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

THE CHARTWELL CANCER TRUST
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Notes to the Accounts for the period ended 31 May 2022

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

(n) Derecognition of financial liabilities

Financial liabilities are derecognised when the charitable company's contractual obligations expire or are discharged or cancelled.

(o) Critical accounting estimates and judgements

In the application of the charitable company's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

2. Employees

The average monthly number of persons (including directors) employed by the charity during the year was 18 (2021 - 16).

THE CHARTWELL CANCER TRUST
(A Company Limited by Guarantee)

Notes to the Accounts for the period ended 31 May 2022

3. Activities for generating funds

	2022	2021
	£	£
CCT fundraisers	22,871	23,943
Charity Shops	201,844	235,244
LilyPad Fundraising	80,016	59,285
Supporter Events	39,919	-
Other	15,378	26,043
	<hr/>	<hr/>
	£360,028	£344,515
	<hr/>	<hr/>

4. Allocation of support costs and overheads

The breakdown of support costs is shown in the table below. All costs have been directly allocated on an actual basis.

Cost type

	Governance	Costs of Generating Funds	Total Allocated 2022	2021
	£	£	£	£
Event costs	-	16,077	16,077	10,207
Printing, postage and stationery	-	9,061	9,061	9,921
Event admin and marketing	-	84,323	84,323	47,075
Accountancy	13	-	13	13
Charity Shops	-	75,037	75,037	112,359
Office rent	-	3,338	3,338	1,750
Depreciation	5,937	-	5,937	3,564
Travel	-	10,402	10,402	1,740
Salaries and wages	-	244,759	244,759	231,866
Insurance	-	1,011	1,011	1,441
Miscellaneous	-	2,665	2,665	18,015
Subscriptions	-	2,182	2,182	2,252
Professional fees	-	213	213	3,096
Bank Charges	-	8,892	8,892	1,711
Finance Lease interest	-	397	397	387
	<hr/>	<hr/>	<hr/>	<hr/>
Total	5,950	458,357	464,307	445,397
	<hr/>	<hr/>	<hr/>	<hr/>

THE CHARTWELL CANCER TRUST
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Notes to the Accounts for the period ended 31 May 2022

5. Charitable Activities	2022
	£
Salaries Funding	21,100
CCCT	13,036
LilyPad Donations	205,000
PBHO Programme	7,936
Equipment funding	10,843
Individual patient and other support	3,020
	<hr/>
	£260,935
	<hr/> <hr/>
 6. Tangible fixed assets	
	Equipment
	£
Cost	
As at 01 June 2021	27,665
Additions	-
Disposals	-
	<hr/>
As at 31 May 2022	£27,665
	<hr/> <hr/>
Depreciation	
As at 01 June 2021	9,843
Depreciation charge for year	5,937
	<hr/>
As at 31 May 2022	£ 15,780
	<hr/> <hr/>
Net Book Value	
As at 31 May 2022	£ 11,885
	<hr/> <hr/>
As at 01 June 2021	£17,822
	<hr/> <hr/>

THE CHARTWELL CANCER TRUST
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Notes to the Accounts for the period ended 31 May 2022

7. Debtors: amounts falling due within one year

	2022	2021
	£	£
Gift Aid claims due	38,061	22,809
Prepayments	14,779	510
Debtors and accrued income	200	9,764
Rent deposit and other amounts recoverable	2,344	5,000
	<hr/>	<hr/>
	£55,384	£38,083
	<hr/> <hr/>	<hr/> <hr/>

8. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	13,743	4,579
Deferred income	903	2,164
Bank loan	9,999	3,333
Hire purchase	5,762	5,762
Other creditors	4,131	-
	<hr/>	<hr/>
	£34,538	£15,838
	<hr/> <hr/>	<hr/> <hr/>

9. Creditors: amount falling due over one year

	2022	2021
	£	£
Bank loan	36,667	46,667
Hire purchase	2,881	8,642
Other creditors	70,000	-
	<hr/>	<hr/>
	£109,548	£55,309
	<hr/> <hr/>	<hr/> <hr/>

THE CHARTWELL CANCER TRUST
(A Company Limited by Guarantee)

Notes to the Accounts for the period ended 31 May 2022

10. Trustee And Connected Party Transactions

Trustees and committee members received no emoluments during the year (2021: £nil).

During the year, M Douglas a trustee of the charity, loaned £70,000 to the charity which was unsecured, interest free and with no fixed repayment terms. The balance outstanding at the year end amounted to £70,000 (2021: £nil). The loan was fully repaid in July 2022.

During the year, R Rogan a trustee of the charity, received a salary respect of her employment at the charity. Their salary is not in relation to her role or work as a trustee. There were no amounts outstanding at the year end (2021: £nil).

During the year, N Reilly a trustee of the charity, received payments in respect of services provided to the charity. The payment is not in relation to her role or work as a trustee. There were no amounts outstanding at the year end (2021: £nil).

During the year, E Reilly a close family member of a trustee, received payments of £3,295 in respect of their employment as a charity shop worker for the charity.

During the year, M Rogan a close family member of a trustee, received payments of £803 in respect of their employment as a charity shop worker for the charity.

11. Movement in funds

	Balance at 01 June 2021 £	Incoming Resources £	Expenditure £	Balance at 31 May 2022 £
Unrestricted Fund	82,696	557,181	699,878	(60,001)
Restricted Fund	-	25,364	25,364	-
	<u>82,696</u>	<u>582,545</u>	<u>725,242</u>	<u>(60,001)</u>

Unrestricted Funds are those available for use at the discretion of the trustees in the furtherance of the charity's objectives.