

Company Registration Number: 05365990
Registered Charity Number: 1109784

THE CHARTWELL CANCER TRUST
(A Company Limited by Guarantee)

Report and Financial Statements
for the year ended 31 May 2024

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Charity Information

Company Registration Number	05365990
Registered Charity Number	1109784
Trustees	M W Douglas 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
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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 year ended 31 May 2024.

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 Accountants
Lynwood House
Crofton Road
Orpington
Kent
BR6 8QE

THE CHARTWELL CANCER TRUST
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Trustees' Report for the year ended 31 May 2024

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 year ended 31 May 2024.

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.

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.

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Trustees' Report for the year ended 31 May 2024
(continued)

Achievements and performance

During the year, the trust has been actively fundraising and was successful in raising £629,462 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 continued 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 £646,999 (2023: £731,250), 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

The charity continues to provide administrative support by way of donated services to The Chartwell Children's Cancer Trust CIO (Charity number: 1162907). During the year to 31 May 2024 that charity, with the support provided by The Chartwell Cancer Trust, raised through its activities a total of £281,582.

The charity has a deficit for the year of £29,290 (2023: £57,601). The charity has continued in its pledge to support the hospitals with which it works to support staff and patients. Its resources for the current year have been challenged by the timing of known legacies which would otherwise have resulted in a surplus for the year. On the 1 July 2024, the charity received a single legacy of £129,250 which had been expected at the year end. Since that date, further legacies have also been notified and are expected to be received in 2025 financial year, expected to be over £200,000.

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 efficiently as possible during the course of the coming years to build up sufficient reserves in line with this policy.

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

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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;

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Trustees' Report for the year ended 31 May 2024
(continued)

- 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 28 February 2025 and signed on their behalf by:-

M W Douglas

Trustee

Company Registration Number: 05365990

Registered Charity Number: 1109784

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STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MAY 2024
(incorporating an Income and Expenditure Account)

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
		£	£	£	£
Incoming from:					
Donations and legacies		125,287	-	125,287	206,963
Grants receivable		-	-	-	-
Activities for generating funds	3	521,243	-	521,243	562,803
Other income		469	-	469	607
		<hr/>	<hr/>	<hr/>	<hr/>
Total incoming resources		646,999	-	646,999	731,250
		<hr/>	<hr/>	<hr/>	<hr/>
Expenditure on:					
Costs of generating funds	4	524,266	-	524,266	543,835
Charitable activities	5	149,383	-	149,383	125,856
Governance costs	4	2,640	-	2,640	3,958
		<hr/>	<hr/>	<hr/>	<hr/>
Total resources expended		676,289	-	676,289	673,649
		<hr/>	<hr/>	<hr/>	<hr/>
Net incoming / (outgoing) resources before transfers		(29,290)	-	(29,290)	57,601
Total funds brought forward		(2,400)		(2,400)	(60,001)
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward	11	£(31,690)	-	£(31,690)	£(2,400)
		=====	=====	=====	=====

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 2024

	Note	2024	2023
		£	£
Fixed Assets			
Tangible assets	6	5,287	7,927
Current Assets			
Debtors	7	47,874	11,048
Cash at bank and in hand		23,448	45,097
		<hr/>	<hr/>
		71,322	56,145
Liabilities			
Creditors falling due within one year	8	(91,632)	(39,805)
		<hr/>	<hr/>
Net Current Assets		(20,310)	16,340
		<hr/>	<hr/>
Total Assets Less Current Liabilities		(15,023)	24,267
Creditors falling due after one year	9	(16,667)	(26,667)
Net Assets		£(31,690)	£(2,400)
		=====	=====
The funds of the charity:			
Unrestricted income funds	11	(31,690)	(2,400)
		<hr/>	<hr/>
		£(31,690)	£(2,400)
		=====	=====

THE CHARTWELL CANCER TRUST
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BALANCE SHEET AS AT 31 MAY 2024
(continued)

For the financial year ended 31 May 2024 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

M W Douglas

Trustee

Company registration number 05365990

THE CHARTWELL CANCER TRUST
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Notes to the Accounts for the year ended 31 May 2024

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 the 1 July 2024, the charity received a single legacy of £129,250 which had been expected at the year end. Further legacies have also been notified and are expected to be received, expected to be over £200,000 by 31 May 2025.

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.

(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.

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Notes to the Accounts for the year ended 31 May 2024

(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 2024

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.

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Notes to the Accounts for the year ended 31 May 2024

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 17 (2023 – 20).

3. Activities for generating funds

	2024	2023
	£	£
CCT fundraisers	37,106	46,376
Charity Shops	322,485	317,190
LilyPad Fundraising	37,304	55,192
Supporter Events	30,635	74,701
Other	93,713	69,344
	<hr/>	<hr/>
	£521,243	£562,803
	=====	=====

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Notes to the Accounts for the year ended 31 May 2024

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 2024	2023
	£	£	£	£
Event costs	-	15,638	15,638	19,927
Printing, postage and stationery	-	8,210	8,210	10,992
Event admin and marketing	-	18,971	18,971	41,661
Charity Shops	-	104,635	104,635	102,992
Office rent	-	11,804	11,804	20,330
Depreciation	2,640	-	2,640	3,958
Travel	-	8,488	8,488	10,515
Salaries and wages	-	343,884	343,884	322,100
Insurance	-	1,175	1,175	646
Miscellaneous	-	193	193	1,538
Subscriptions	-	2,907	2,907	2,856
Professional fees	-	116	116	124
Bank Charges	-	7,054	7,054	9,101
Finance Lease interest	-	1,191	1,191	1,053
	<hr/>	<hr/>	<hr/>	<hr/>
Total	2,640	524,266	526,906	547,793
	=====	=====	=====	=====

5. Charitable Activities

	2024
	£
Salaries Funding	110,547
CCCT	18,425
Equipment funding	7,075
Individual patient and other support	13,336
	<hr/>
	£149,383
	=====

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Notes to the Accounts for the year ended 31 May 2024

6. Tangible fixed assets

	Equipment £
Cost	
As at 01 June 2023	27,665
Additions	-
Disposals	-

As at 31 May 2024	£27,665
	=====
Depreciation	
As at 01 June 2023	19,738
Depreciation charge for year	2,640

As at 31 May 2024	£ 22,738
	=====
Net Book Value	
As at 31 May 2024	£ 5,287
	=====
As at 31 May 2023	£7,927
	=====

7. Debtors: amounts falling due within one year

	2024 £	2023 £
Gift Aid claims due	40,162	-
Prepayments	7,210	10,990
Debtors and accrued income	444	-
Amounts due from related parties	58	58
	-----	-----
	£47,874	£11,048
	=====	=====

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Notes to the Accounts for the year ended 31 May 2024

8. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	54,843	19,138
Deferred income	1,243	1,633
Bank loan	10,000	9,999
Hire purchase	-	2,881
Other creditors	25,546	6,154
	<hr/>	<hr/>
	£91,632	£39,805
	=====	=====

9. Creditors: amount falling due over one year

	2024	2023
	£	£
Bank loan	16,667	26,667
	<hr/>	<hr/>
	£16,667	£26,667
	=====	=====

10. Trustee And Connected Party Transactions

Trustees and committee members received no emoluments during the year (2023: £nil).

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 (2023: £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 (2023: £nil).

During the year, E Reilly a close family member of a trustee, received payments of £1,749 (2023: £2,649) in respect of their employment as a charity shop worker for the charity.

At the balance sheet date, Chartwell Shops Limited owed the charity £58 (2023: £58), the balance is included in debtors due within one year. Chartwell Shops Limited is a related party by virtue of trustee, M W Douglas, having significant influence over both entities.

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Notes to the Accounts for the year ended 31 May 2024

During the year, M Douglas a trustee of the charity, loaned £40,000 to the charity which was unsecured, interest free and with no fixed repayment terms. The balance outstanding at the year end amounted to £20,000 (2023: £nil). The loan was fully repaid in July 2024.

11. Movement in funds

	Balance at 1 June 2023 £	Incoming Resources £	Expenditure £	Balance at 31 May 2024 £
Unrestricted Funds	(2,400)	646,999	676,289	(31,690)
Restricted Funds	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	(2,400)	646,999	676,289	(31,690)
	=====	=====	=====	=====

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

12. Post balance sheet events

In the period since the balance sheet date, the charity has received significant legacies from the estate of generous supporters which have not been recognised in these accounts as the charity was not in receipt of the funds nor was it able to quantify the amounts or timing in all cases. The Trustees therefore excluded these amounts until the funds had been received.