

Charity registration number 1110644

CHILDREN WITH CANCER FUND (POLEGATE)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2023



Caladine

Chartered Certified Accountants

CHILDREN WITH CANCER FUND (POLEGATE)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Christopher Downton Sylvia Daw Bruce Campbell James Denny Ursula Downton
Charity number	1110644
Principal address	5 Western Avenue Polegate East Sussex BN26 6EP
Office address	4 The Triangle Willingdon Eastbourne East Sussex BN20 9PH
Independent examiner	John Caladine FCCA CTA FCIE Caladine Limited Chantry House 22 Upperton Road Eastbourne East Sussex BN21 1BF
Bankers	Metro Bank 59 Terminus Road Eastbourne East Sussex BN21 3NN

CHILDREN WITH CANCER FUND (POLEGATE)

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CHILDREN WITH CANCER FUND (POLEGATE)

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

Wishes and Random Acts of Kindness (R.A.K)

Family wishes are one of the three main things we provide at CWCF, whether it be an iPad to occupy a child whilst in hospital, a bike for a sibling to enjoy outside with their friends, or perhaps a weekend break for parents to recharge their batteries: each wish brings light back into the lives of the families we support. As a part of the wish-granting process, we ask each family member to write a wish list. Each list varies from person to person; sometimes they wish for a family pass to the Zoo or tickets to see a show, whilst others may ask for a new dishwasher or items of clothing. We look at each family on an individual basis and the items we purchase depend on the funds we have available at the time.

Throughout the year we have had various items offered to us, each posing an opportunity for us to treat a family to a RAK. For example, our kind supporters have donated preloved items, such as a rocking horse, a paddling pool, or unwanted theatre tickets. We send these out to the families we support to gauge interest and then choose a family at random to receive the item. If we hear a family is going through a particularly tough time, we also purchase RAKs, such as bouquets of flowers or fragrant candles to give them a boost and let them know we are here for them.

Respite

CWCF is fortunate to own three static caravans, two in Combe Haven, Hastings and one in Pevensey Bay, which we offer to families for respite and quality time together. Throughout the years, we have learnt that money is tight when going through treatment, and holidays are normally last on the list of things to buy. However, we also know that giving families quality time together is extremely important. Although all three caravans cost over £26,000 a year to own and maintain, it equates to approximately £19 per person, per day, with the volume of families currently staying each year.

Christmas

The festive season is always one of our busiest times of year for both family events and fundraising, but it is also the time when our beneficiaries really feel a pinch. For years now, we have been sending supermarket gift cards to the families we support at Christmas, to help with the cost of food or gifts. However, due to the cost, we decided to scale the project back this year by providing gift cards to only those within two years of diagnosis, very recently diagnosed or bereaved, as we know these are the hardest times for families. This is also an example of us 'cutting our cloth accordingly' in relation to our funds. Although the gift card project was scaled back, our Pantomime trip and Christmas party remained open to all families, with everyone having a wonderful time.

Fundraising

This is an ever-growing area of the Charity, as we come up with new ideas or revisit those that have worked well in the past. We were delighted to reconnect with schools, community groups and businesses that supported us pre-Covid, as well as utilising the new contacts made through our networking efforts.

Generous support and personal commitment from members of the public have seen an increase in the number of individuals taking part in marathons for us, holding quiz nights, running cake sales, or hosting dress-down days. We are so grateful to everyone who raises money for us, and we thank them for putting smiles on the faces of the families we support.

CHILDREN WITH CANCER FUND (POLEGATE)

TRUSTEES' REPORT

FOR THE YEAR ENDED 5 APRIL 2023

The Trustees present their annual report and financial statements for the year ended 5 April 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 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 2019).

Objectives and activities

The charity exists to provide relief & assistance of children up to the age of eighteen & their families/carers suffering or recovering from cancer & cancer related conditions, by granting feasible wishes to these children and their families. We also strive to advance education among medical professionals, carers and the families of these children who are or were suffering or recovering from cancer and cancer related conditions.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake, and they are currently in the process of re-writing their objectives to include, not only grants, but events, respite and welfare to beneficiaries.

Achievements and performance

2022-23 has been a busy year, with the return of many more indoor/large group events, now that Covid-19 regulations have eased. One major achievement was the donation of a new van from the Masonic fraternity. The van has provided smoother transport of resources to and from events and has heightened the profile of the Charity, with its colourful artwork and CWCF branding. A highlight has also been our transition from Sage to Xero accounting software, which has proven to streamline our financial processes.

Over the past year, we have looked at the sustainability of CWCF and ways to grow our income in the long-term. We have decided to focus extra time and energy into networking, to increase our community presence and target companies with Corporate Social Responsibility (CSR). New members of the team have also brought in new ideas, and we are currently planning a '25 Dreams Campaign' in which we aim to sign up 25 'Dream Makers' donating £25 per month, to celebrate the 25th anniversary of CWCF. This campaign alone should bring in an additional £7,500 per annum and we aim to increase this year on year.

Another source of income that has been a great help this year, is that of the two-bedroom flat we own above the office. The income from the flat contributes to the sustainability of CWCF and provides security for both our beneficiaries and staff members.

Family Events

Over the past year, we have hosted many social events for the families we support. The benefits of these events have been invaluable, with strong, supportive bonds and friendships forming amongst the families. Alongside our large group events, we have also hosted smaller, area-based events to allow for deeper connections to be formed. Some of our larger events included a trip to the local adventure park, Knockhatch, with over 130 individuals in attendance. We also took over 200 of those we support on our annual trip to the Eastbourne pantomime, followed by a Christmas party. Some of our smaller, more intimate events included pottery painting, where 46 individuals were given the opportunity to socialise over coffee and cake, whilst decorating an item of pottery. The teenagers we support also benefited from spending time out together, including the fourteen, who attended our Christmas meal at a local pub. These teens were able to chat freely whilst their parents sat nearby (but not too close!). We were very fortunate that most of these events were sponsored by local companies, community groups, individuals and grants.

CHILDREN WITH CANCER FUND (POLEGATE)

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

Staff, Volunteers and Trustees

We very much appreciate the time and effort our volunteers contribute to the Charity, and we certainly could not achieve all that we do without them. To recognise the work of our volunteers, we hosted an afternoon tea, simply to say thank you for their commitment. We have a very loyal base of volunteers, but with the demand for our services reaching an all-time high, we need to grow our volunteer database to be able to sustain the work that we do. Through our increased networking efforts, we aim to recruit additional volunteers and Trustees, who have a passion for the work that we do. This is an ongoing focus of ours as we move forward into the next financial year.

This year, our staff team has undergone a few changes, as some team members have left for pastures new. We are sad to see them go but know that what we have taught them will put them in good stead as they move forward with their careers. All members of staff underwent first aid training earlier this year and each of them is required to complete a safeguarding course upon commencing employment with the Charity. Although it is not considered necessary for us to have DBS checks, we are in the process of researching costs, as we feel it would be best practice to implement staff DBS checks moving forward.

Our Patron, Juliet Smith JP DL, continues to lead on staff appraisals, which the Trustees use for forward-planning. We have regular staff catchups, which have improved communication within the office and we are looking at the possibility of using Microsoft Team to enhance communication further. In-house, online and college-based training have moved forward to enable staff to develop both personally and professionally. We have also encouraged social outings to boost morale and work on team-building. This has created a harmonious environment within the office and contributed to staff wellbeing.

Income

Although the current financial climate is uneasy, CWCF is extremely lucky to receive support of all kinds. When looking at what we thought we were going to spend on acquiring the premises, we were pleasantly surprised by the amount still showing on our balance sheets. We have set aside some funds with St James Place and designated these towards replacing our caravans when the time comes. We have also designated funds towards the activities and events already planned for the families we support, to give them a better quality of life and introduce them to others in a similar situation. Being a small charity, we never know where the next penny is coming from, or what the next wish will be, so finances can fluctuate. However, we try to keep enough in reserve to cover certain times of the year when demand is high, such as Christmas or October when caravan ground rents are due.

Expenditure

Within CWCF there are unquantified expenses that you never know the true return on, including that of networking. Networking cost over £2,000 this year, but a single event organised by a networking group, can raise vital funds and donations. For example, the Eastbourne Chamber of Commerce Golf Day raised over £4,000 and a BNI breakfast led to over 200 selection boxes being donated to our families for Christmas. Throughout the year, we have also increased the number of digital subscriptions to save time and resources and reach new audiences. An example of which is that we have upgraded our Mailchimp monthly plan, so that we can send our e-newsletter to more contacts. The return on this has been both measurable and beneficial.

Financial review

The purchase of the building, gifting of the new van and broad-range of fundraising activities have enabled us to support our beneficiaries (the CWCF families) in the way we want to. With all of the above taken into account, we are very hopeful for the coming financial year, with a £41,205 surplus. This is seen within the Charity to be a huge credit to the staff, volunteers and supporters and we aim to increase our reserves from three months, to the twelve months reserve we were running pre-Covid.

Total income for the year amounted to £294,436, compared to £411,385 in the previous year. This is due to significant donations in 2021/22 towards the purchase of the property.

Expenditure also rose, as our activities were able to recommence after the various covid lockdowns.

The net result for the year was a surplus of £41,471 (2022: £242,291). The unrestricted fund balance at the end of the year was £67,223 (2022: £26,318), with £575,059 (2022: £579,082) held in designated funds and £54,869 (2022: £50,280) in restricted funds.

CHILDREN WITH CANCER FUND (POLEGATE)

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

The charity needs to hold reserves for several reasons;

- a. To operate day to day and meet expenses on a temporary basis where costs may fall due presently. For example, payment of staff falls due on a monthly basis. Incoming funds are not always consistent so an operating reserve becomes necessary. This reserve should be around 3 months' worth of operating costs.
- b. To remain financially secure throughout the forthcoming year. That is, Trustees will want to ensure that should income from fund raising dry up, then commitments made to families can be honoured and the charity will have time to recover financially and look to alternative strategies. To meet this objective a reserve of 12 months operating costs has been set, albeit that much of this may have been committed at any one time.
- c. Sufficient funds must also be available at any time, to, at the very least, close the charity in an orderly fashion. An accepted level of reserves for this purpose is 3 months total operating costs.
- d. To cover the above three needs a total reserve of 12 months operating costs is therefore required.
- e. To secure the longer term financial health of the Children with Cancer Fund and ensure it can continue to deliver on the charitable objects for many years to come. That is, to meet known or unforeseen costs such as caravan replacement, where a significant lump sum has to be accumulated over several years. This reserve can also be for income generation through an appropriate investment policy.

At present, reserves equating to 4.6 months operating costs have been set aside in a designated fund, to meet the requirements of point c of our reserves policy.

It is the trustees' hope that we can build this up to 12 months operating costs to be in full compliance with our reserves policy and to avoid any immediate disruption to the children if our income were to unexpectedly drop.

Plans for future periods

Our activities have moved in various directions for fundraising, events, family support and welfare, which is something we intend to carry on improving. We are also looking at keeping the ethos of the charity, by continuing to offer our families the 'personal touch'. This sometimes means more hours, or additional staff, but for our beneficiaries' welfare, we believe it is an important step to take. Also, the installation of air conditioning in the office will support our staff welfare plan. Communication with the local community and corporates is also an area we are hoping to expand, for sustainability of the charity. We are also in the process of researching solar panels, to help with sustainability, reduce electricity bills and support the environment. Thinking outside the box is something our team is amazing at and throughout the next year we will continue to improve the structure, governance, and management of the charity.

Structure, governance and management

The charity is a trust registered in England under charity number 1110644.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Christopher Downton
Sylvia Daw
Samantha Evenden
Bruce Campbell
James Denny
Ursula Downton

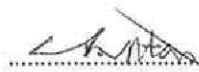
(Resigned 3 November 2022)

CHILDREN WITH CANCER FUND (POLEGATE)

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

The trustees' report was approved by the Board of Trustees.



Christopher Downton
Trustee

Date: 11-1-24

CHILDREN WITH CANCER FUND (POLEGATE)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CHILDREN WITH CANCER FUND (POLEGATE)

I report to the Trustees on my examination of the financial statements of Children with Cancer Fund (Polegate) (the charity) for the year ended 5 April 2023.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Since the charity'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 The Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.



John Caladine FCCA CTA FCIE

Caladine Limited
Chantry House
22 Upperton Road
Eastbourne
East Sussex
BN21 1BF

Dated: 16 January 2024

CHILDREN WITH CANCER FUND (POLEGATE)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 5 APRIL 2023

	Notes	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:									
Donations and legacies	3	149,725	-	113,111	262,836	119,692	-	272,061	391,753
Charitable activities	4	27,489	-	-	27,489	14,027	-	660	14,687
Investments	5	3,107	-	-	3,107	3,347	-	-	3,347
Other income	6	1,004	-	-	1,004	1,598	-	-	1,598
Total income		181,325	-	113,111	294,436	138,664	-	272,721	411,385
Expenditure on:									
Raising funds	7	4,277	-	1,000	5,277	6,575	-	-	6,575
Charitable activities	8	76,003	84,875	76,456	237,334	59,944	36,214	67,675	163,833
Total expenditure		80,280	84,875	77,456	242,611	66,519	36,214	67,675	170,408
Net gains/(losses) on investments	12	(10,354)	-	-	(10,354)	1,314	-	-	1,314
Net incoming resources before transfers		90,691	(84,875)	35,655	41,471	73,459	(36,214)	205,046	242,291

CHILDREN WITH CANCER FUND (POLEGATE)

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 5 APRIL 2023

	Notes	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £
Net incoming resources before transfers		90,691	(84,875)	35,655	41,471	73,459	(36,214)	205,046	242,291
Gross transfers between funds	19	(49,786)	80,852	(31,066)	-	(336,716)	515,296	(178,580)	-
Net movement in funds		40,905	(4,023)	4,589	41,471	(263,257)	479,082	26,466	242,291
Fund balances at 6 April 2022		26,318	579,082	50,280	655,680	289,575	100,000	23,814	413,389
Fund balances at 5 April 2023		67,223	575,059	54,869	697,151	26,318	579,082	50,280	655,680

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.


CHILDREN WITH CANCER FUND (POLEGATE)


STATEMENT OF FINANCIAL POSITION

AS AT 5 APRIL 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Property, plant and equipment	14		321,921		301,055
Investments	15		159,138		166,625
			481,059		467,680
Current assets					
Trade and other receivables	16	24,232		31,871	
Cash at bank and in hand		222,780		163,947	
		247,012		195,818	
Current liabilities	17	(30,920)		(7,818)	
Net current assets			216,092		188,000
Total assets less current liabilities			697,151		655,680
Income funds					
Restricted funds	19		54,869		50,280
<u>Unrestricted funds</u>					
Designated funds	20	575,059		579,082	
General unrestricted funds		67,223		26,318	
			642,282		605,400
			697,151		655,680

The financial statements were approved by the Trustees on


 Christopher Downton
 Trustee


 Sylvia Daw
 Trustee

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 5 APRIL 2023

1 Accounting policies

Charity information

Children with Cancer Fund (Polegate) is a charity registered in England and Wales with the charity number 1110644. The charity operates from the principle address of 5 Western Avenue, Polegate, BN26 6EP.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds are used to separate monies which the trustees wish to set aside for specific purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

1 Accounting policies (Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Property, plant and equipment

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Freehold land and buildings	50 years straight line on building cost only
Caravan	7 years straight line (fully depreciated)
Office equipment	Computers and equipment - 3 years straight line Furniture and fixtures - 25% reducing balance
Motor vehicles	25% reducing balance

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 the statement of financial activities.

The property purchased is being used primarily for the charity's offices. The upstairs space is currently being rented out as a residential flat, whilst this space is not needed for the charities activities.

It is hoped that our activities will expand and we may be able to use the full property to provide respite activities, as well as our offices. For this reason, the full asset has been included as Property, plant and equipment, with no apportionment to Investment properties.

1.7 Non-current investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of non-current assets

At each reporting end date, the charity reviews the carrying amounts of its tangible 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).

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

1 Accounting policies (Continued)

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity 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 the charity 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.

Basic financial assets

Basic financial assets, which include trade and other receivables 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.

Basic financial liabilities

Basic financial liabilities, including trade and other payables 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 payments 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.

Trade payables 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 payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

2 Critical accounting estimates and judgements

In the application of the charity'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.

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) **FOR THE YEAR ENDED 5 APRIL 2023**

3 Donations and legacies

	Unrestricted funds general 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	147,725	2,150	149,875	112,361	77,840	190,201
Legacies receivable	2,000	-	2,000	3,983	100	4,083
Grants	-	110,961	110,961	3,348	194,121	197,469
	<u>149,725</u>	<u>113,111</u>	<u>262,836</u>	<u>119,692</u>	<u>272,061</u>	<u>391,753</u>
Donations and gifts	119,867	2,150	122,017	103,182	66,340	169,522
Donations	24,635	-	24,635	6,758	250	7,008
Donations - charities	3,223	-	3,223	2,421	11,250	13,671
Gift aid recovered	<u>147,725</u>	<u>2,150</u>	<u>149,875</u>	<u>112,361</u>	<u>77,840</u>	<u>190,201</u>

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

4 Charitable activities

	2023 £	2022 £
Penny boxes	7,812	6,114
Charitable rental income	10,909	-
Event income	8,768	8,573
	<u>27,489</u>	<u>14,687</u>
Analysis by fund		
Unrestricted funds - general	27,489	14,027
Restricted funds	-	660
	<u>-</u>	<u>660</u>

5 Investments

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Income from listed investments	2,867	3,257
Interest receivable	240	90
	<u>3,107</u>	<u>3,347</u>

6 Other income

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Eastbourne lottery	<u>1,004</u>	<u>1,598</u>

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

7 Raising funds

	Unrestricted funds general 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds general 2022 £
<u>Fundraising and publicity</u>				
Advertising	1,157	110	1,267	1,686
Other fundraising costs	3,120	890	4,010	4,889
	<u>4,277</u>	<u>1,000</u>	<u>5,277</u>	<u>6,575</u>

8 Charitable activities

	2023 £	2022 £
Granting wishes	29,089	33,199
Caravan running costs	27,390	20,088
Group events	50,819	9,823
Hardship fund	2,348	-
	<u>109,646</u>	<u>63,110</u>
Share of support costs (see note 9)	115,197	89,708
Share of governance costs (see note 9)	12,491	11,015
	<u>237,334</u>	<u>163,833</u>
Analysis by fund		
Unrestricted funds - general	76,003	59,944
Unrestricted funds - designated	84,875	36,214
Restricted funds	76,456	67,675
	<u>237,334</u>	<u>163,833</u>

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

9 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Staff costs	84,494	-	84,494	57,950	-	57,950
Depreciation	14,264	-	14,264	5,405	-	5,405
Office expenses	4,068	-	4,068	4,524	-	4,524
Motor and travel expenses	1,714	-	1,714	1,537	-	1,537
Telephone and computer consumables	3,205	-	3,205	1,110	-	1,110
Printing, postage and stationery	1,189	-	1,189	551	-	551
Insurance	657	-	657	1,140	-	1,140
Rent	-	-	-	10,500	-	10,500
Utilities	2,099	-	2,099	2,655	-	2,655
Repairs and maintenance	3,497	-	3,497	4,196	-	4,196
Sundry	10	-	10	140	-	140
Accountancy	-	2,640	2,640	-	3,587	3,587
Legal and professional	-	633	633	-	733	733
Bank, Paypal and JustGiving charges	-	1,904	1,904	-	2,069	2,069
Bookkeeping fees	-	7,314	7,314	-	4,306	4,306
Trustee training and expenses	-	-	-	-	320	320
	<u>115,197</u>	<u>12,491</u>	<u>127,688</u>	<u>89,708</u>	<u>11,015</u>	<u>100,723</u>
<u>Analysed between</u>						
Charitable activities	<u>115,197</u>	<u>12,491</u>	<u>127,688</u>	<u>89,708</u>	<u>11,015</u>	<u>100,723</u>

10 Trustees

Trustee Christopher Downton received a salary of £20,280 (2022: £19,734) and employer pension contributions of £421 (2022: £405) for his role as Director (formerly known as General Manager) during the year.

No other trustee (or any person connected with them) received remuneration or benefits of any kind during the year.

Donations received from trustees and their related parties during the year amounted to £0 (2022: £100,024).

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Fundraising	1	1
Charitable activities	5	3
Governance	1	1
	<u> </u>	<u> </u>
Total	<u> </u> <u> </u>	<u> </u> <u> </u>

Employment costs	2023 £	2022 £
Wages and salaries	83,503	57,280
Other pension costs	991	670
	<u> </u>	<u> </u>
	<u>84,494</u> <u> </u>	<u>57,950</u> <u> </u>

There were no employees whose annual remuneration was more than £60,000.

12 Net gains/(losses) on investments

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Revaluation of investments	(10,354)	1,314
	<u> </u>	<u> </u>

13 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

14 Property, plant and equipment

	Freehold land and buildings	Caravan	Office equipment	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 6 April 2022	301,722	76,244	11,277	4,000	393,243
Additions	-	-	3,816	31,314	35,130
At 5 April 2023	301,722	76,244	15,093	35,314	428,373
Depreciation and impairment					
At 6 April 2022	4,023	76,244	10,171	1,750	92,188
Depreciation charged in the year	4,023	-	1,850	8,391	14,264
At 5 April 2023	8,046	76,244	12,021	10,141	106,452
Carrying amount					
At 5 April 2023	293,676	-	3,072	25,173	321,921
At 5 April 2022	297,699	-	1,106	2,250	301,055

15 Fixed asset investments

	Listed investments £
Cost or valuation	
At 6 April 2022	166,625
Additions	2,867
Valuation changes	(10,354)
At 5 April 2023	159,138
Carrying amount	
At 05 April 2023	159,138
At 05 April 2022	166,625

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

16 Trade and other receivables

	2023	2022
	£	£
Amounts falling due within one year:		
Other receivables	3,901	13,932
Prepayments and accrued income	20,331	17,939
	<u>24,232</u>	<u>31,871</u>

17 Current liabilities

	2023	2022
	£	£
Other payables	26,343	5,393
Accruals and deferred income	4,577	2,425
	<u>30,920</u>	<u>7,818</u>

18 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £991 (2022 - £670).

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 6 April 2021 £	Movement in funds			Balance at 6 April 2022 £	Movement in funds			Balance at 5 April 2023 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £	
Admin fund (office running & staff)	23,814	-	(23,814)	-	-	-	-	-	-
Building Fund	-	177,570	-	(177,570)	-	-	-	-	-
Other smaller restricted funds	-	95,151	(43,861)	(1,010)	50,280	113,111	(77,456)	(31,066)	54,869
	23,814	272,721	(67,675)	(178,580)	50,280	113,111	(77,456)	(31,066)	54,869

Admin fund - this represents monies given to the charity to help meet operational and administrative costs.

Building fund - this fund represented monies given to the charity for the purchase of a new building. In the prior year the purchase was made so funds have been released.

Other smaller restricted funds - this contains a significant number of smaller grants received, all of which were for towards our main charitable activities (for example, towards wages costs or hosting an event for families). The transfers out in the year represent a van and computer bought in the year. As these items were capitalised to the balance sheet rather than expensed in the accounts a transfer is necessary to show that the funds have been used.

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

20 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 6 April 2021 £	Resources expended £	Transfers £	Balance at 6 April 2022 £	Resources expended £	Transfers £	Balance at 5 April 2023 £
Replacement caravans	100,000	-	140,000	240,000	-	-	240,000
Admin fund	-	(36,214)	36,214	-	(84,875)	84,875	-
Building fund	-	-	297,699	297,699	-	(4,023)	293,676
Reserves fund	-	-	41,383	41,383	-	-	41,383
	<u>100,000</u>	<u>(36,214)</u>	<u>515,296</u>	<u>579,082</u>	<u>(84,875)</u>	<u>80,852</u>	<u>575,059</u>

Replacement caravans - this fund is used to set aside the monies that will be needed to replace our existing caravans when they are beyond repair. These caravans are used to provide respite to families and form a core part of our activities, hence the trustees feel that it is essential that funds are available to replace these when needed. The transfer in the prior year is to increase this reserve balance to the level needed to replace the three caravans, based on the latest advice that we have received.

Admin fund - The admin fund represents monies ringfenced by the trustees for the purpose of meeting the administrative costs of the charity. The charity's current policy is to transfer 10% of unrestricted receipts in the year to this fund.

Building fund - following the purchase of the office premises in 2022, the trustees have agreed to designate this asset. The trustees wish to avoid any need to realise this asset, as this would impede our ability to operate effectively.

Reserve fund - this fund is holding the monies identified by our Reserves Policy, as being needed to meet our commitments if income were to unexpectedly cease. This currently represents 3 months running costs, which is the minimum level that trustees wish to hold. Ideally, the trustees wish to increase this reserve balance to 12 months expenses. This would mean that if income stops, the commitments of support made to local families can still be delivered whilst alternative funding sources are found.

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 5 APRIL 2023

21 Analysis of net assets between funds

	Unrestricted funds		Designated funds		Restricted funds		Total Unrestricted funds		Designated funds		Restricted funds		Total	
	2023	£	2023	£	2023	£	2023	£	2022	£	2022	£	2022	£
Fund balances are represented by:														
Property, plant and equipment	28,245		293,676		-		321,921		3,356		297,699		301,055	
Investments	-		159,138		-		159,138		-		166,625		166,625	
Current assets/(liabilities)	38,978		122,245		54,869		216,092		22,962		114,758		188,000	
	67,223		575,059		54,869		697,151		26,318		579,082		655,680	

CHILDREN WITH CANCER FUND (POLEGATE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2023

22 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

Remuneration of key management personnel

The remuneration of key management personnel (which includes salary, employer pension contributions and employers national insurance) is as follows.

	2023	2022
	£	£
Aggregate compensation	<u>22,326</u>	<u>21,642</u>