

REGISTERED COMPANY NUMBER: 05953090 (England and Wales)  
REGISTERED CHARITY NUMBER: 1116935

**TRUSTEES' REPORT AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2020  
FOR  
PROSTAID  
(A COMPANY LIMITED BY GUARANTEE)**

Fortus Midlands Limited  
Hamilton Office Park  
31 High View Close  
Leicester  
Leicestershire  
LE4 9LJ

**PROSTAID**

**CONTENTS OF THE FINANCIAL STATEMENTS  
For The Year Ended 31 October 2020**

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	<b>Page</b>
<b>Trustees' Report</b>	1 to 10
<b>Independent Examiner's Report</b>	11
<b>Statement of Financial Activities</b>	12
<b>Balance Sheet</b>	13 to 14
<b>Notes to the Financial Statements</b>	15 to 23
<b>Detailed Statement of Financial Activities</b>	24 to 25

**PROSTAID**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 October 2020. The trustees have adopted the provisions of 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**

### **Objectives and aims**

Purpose, Aims and Objectives:

To relieve sickness and in particular disease of the prostate by encouraging and supporting the needs and treatment of prostate cancer patients principally, but not exclusively, by the Department of Urology, University of Leicester NHS Trust and associated hospitals within the Leicester cancer area (Leicester, Leicestershire, Rutland and Northamptonshire).

To raise public awareness of the issues relating to prostate cancer.

To provide relief of suffering amongst men, particularly those treated, but not exclusively, by the Department of Urology, University of Leicester NHS Trust and associated hospitals for prostate cancer and associated prostate conditions and, in addition, their families and dependants through the provision of practical support and information and such other ways as the Trustees/Directors may determine.

The Charity's aims, objectives and activities to achieve the above are reviewed on a regular basis.

The Trustees have developed a five-year strategy with the aim of improving the organisation, its' operational effectiveness and thus the sustainability of the Charity. The strategy was reviewed in 2017/18 and the Board will continue to review and develop the Strategic Plan throughout 2020/21 where appropriate

## **Achievements and Performance**

### **Background and Introduction**

Prostate cancer is the most common cancer in men in the UK and 25% of all new cases of cancer diagnosed in the UK are prostate cancers. Cancer Research UK statistics (2015-2017) reveal there were 48,487 of new prostate cancer cases diagnosed in the UK every year (130 every day). In 2015-2017 around 11,714 men in the UK died from prostate cancer (around 32 every day). In the last 40 years prostate cancer rates have tripled, much of this rise can be attributed to increased detection with the widespread use of the PSA Test. In the 1970's, around three in ten men diagnosed with prostate cancer survived their disease beyond five years, now it is almost nine in ten men who survive their disease over the same period (five years). However, despite these improvements, according to the Office of National Statistics (ONS) surveys, Leicester, Leicestershire & Rutland has one of the poorest survival rates for aggressive prostate cancer over five years in the UK. Despite this, the Department of Health does not undertake prostate cancer awareness campaigns. In Leicestershire 41% of men diagnosed already have a prostate cancer metastasised disease which has spread to the bones and/or other parts of the body. A large number of Trustees and Members of Prostaïd are local men who have or have previously suffered from the disease. Although UK research into the disease is excellent, Prostaïd are proactive in raising funds to increase local awareness of the disease, treatments offered and the care and support available. Restrictions and lockdown measures associated with Covid 19 have had a disruptive impact on the services provided and funded by Prostaïd and, has severely affected fundraising activities. However, despite the issues faced, income for the Charity within the period has been positive.

**PROSTAD**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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**What did we achieve during this year?**

**Funding of Prostaid Specialist Nurses**

Negotiations with the University Hospitals of Leicester (UHL) resulted in an agreement to jointly fund three specialist nurses on a 50% - 50% basis; nurses cover the whole spectrum of prostate cancer both at the point of diagnosis in Urology and, in Oncology for advanced disease. The three nurses will continue to be funded for a further three years from renewal of their contracts in 2020.

Specialist Prostate Cancer Nurses now operate between both Oncology and at the point of diagnosis in Urology. Together they extend support to a large cohort of patients in Leicestershire, Northampton and Rutland in addition to those in Lincolnshire. Approximately 1,900 new and existing patient cases are supported. The posts continue to be successful in extending support to patients in the Charity's catchment area.

The Charity's former Specialist Nurse, Jo Wortley, has continued to develop the role of Lead Nurse in the Urology Department, funded through UHL hospitals by the Clinical Commissioning Group. This role is supported by an 'active monitoring assistant', Niki Bakewell. Both roles support the activities of the Urology Department and Prostaid's Specialist Prostate Cancer Nurses. The active monitoring of local prostate cancer patients by Nicki Bakewell resulted in her recently receiving a prestigious NHS award. The UHL has the largest prostate cancer cohort of nurses in the UK due to the pioneering and foresight of the charity in funding the first nurse in Urology in March 2007.

The vision of providing an additional Prostate Cancer Specialist Nurse at Northampton General Hospital has been realised with Alice Knight being successfully recruited to the position in April 2020. This role is jointly funded (50/50) with Northampton General Hospital. The position was needed following the previous palliative nurse's resignation in September 2016. The Chairman of the Northampton Committee, a Trustee of the Charity, has responsibility on behalf of the Board of Trustees for the Northampton Nurse. The Charity is currently continuing to fund facilities for the Macmillan Prostate Cancer Nurse to manage a Mindfulness & Wellbeing course for prostate cancer patients in Moulton, Northamptonshire. This course will be available and resume when Covid 19 restrictions are lifted.

**Professional Training for Prostaid Specialist Nurses**

The new Northampton Prostaid Prostate Cancer Nurse was scheduled to receive initial training by the lead prostate cancer nurse and her team. Unfortunately, due to Covid 19, this training has been disrupted but will re-commence when Covid restrictions are lifted.

The University Hospitals of Leicester and Prostaid will continue to support professional training for specialist nurses in order to maintain and improve upon the level of care made available to patients as and when opportunities arise.

The Charity has continued to fund a special master's degree module for prostate cancer radiotherapy care for Fiona Lonsdale in Leicester, which will improve patient care and support from the Radiotherapy Department for the 370 patients that have Radiotherapy annually as part of their treatment. This degree course has continued despite Covid 19 restrictions.

**Raising Awareness - Prostaid Advertising Campaign**

The Charity continued, prior to Covid 19 restrictions, to promote prostate cancer awareness in the workplace and other venues in the catchment area. Records are maintained of the organisations and attendance at awareness events to ensure the aim of raising prostate cancer awareness to local people is maximised.

**PROSTAD**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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### **Raising Awareness of Prostate Cancer with Local Men**

The Charity has updated and reprinted all its awareness leaflets through funding provided by local businesses.

The Charity continues to look at new ways to help and improve the care and treatment of local men with prostate cancer. The Trustees take into consideration the guidance on public benefit issued by the Charity Commission when establishing priorities and activities. The Charity was active in locations within Leicestershire and Northamptonshire prior to Covid 19 restrictions. As such, a smaller number of awareness events than usual has been completed. These included an event in Melton organised by our local support group. Prostaids awareness team, led by Stuart Berry & Norman Bell were present at PSA testing sessions run by Leicestershire & Rutland Province of Freemasons and were able to attend a number of the testing sessions to offer support and awareness from the Charity to Freemasons. Stuart Berry met his local MP for Bosworth on 6 April to promote prostate awareness locally and within the House of Commons. The most recent awareness session undertaken prior to lockdown was held at Stephenson's College, Coalville, on 11 March 2020 where Prostaids was able to provide awareness and advice to the Lord Lieutenant of Leicestershire, Mike Kapur. The Charity hopes to continue organising awareness events as normal in 2020/21 but this will be subject to Covid 19 restrictions.

Awareness in men of African descent continues to remain an important aspect of the Charity's work. This population has a 1 in 4 risk of contracting prostate cancer in their lives compared to 1 in 8 of other populations. The Charity, where possible, has tried to continue support group meeting via Zoom and again, where possible, with guest speakers including local consultant's, oncologists and radiotherapists. These Zoom meetings have been successful but not as effective as 'Face to Face' meetings. Prostaids 'Buddy Scheme' which aims to support newly diagnosed patients by linking them with existing patients with similar conditions and treatment has continued over the telephone.

NHS England and East Midlands Strategic Clinical Networks have completed the care and treatment pathway for all men with prostate cancer in the East Midlands. This has resulted in Leicester becoming the largest centre in the Midlands, with patients coming for surgery and treatment in Leicester from Northamptonshire and most recently Lincolnshire. Leicester is still one of only a few areas in the UK where men commenced prostate cancer treatment within a 62-day time frame from the point of Diagnosis. This time frame has been seriously disrupted due to the Pandemic with hospital treatments prioritised to help manage the Covid 19 pandemic. However, from October 2020 the position began to improve. It is regrettable that 'Face to Face' meetings between patient and consultant and patient and specialist nurses has been severely disrupted and replaced with telephone consultations. This has been especially difficult and sometime traumatic for newly diagnosed patients who have been given their diagnoses by telephone. Prostaids Trustees have planned to speak with UHL's Acting Chief Executive, Rebecca Brown to discuss the issues and concerns expressed by patients.

### **Improving Access to Information for Local Prostate Cancer Patients**

Prostaids continues to improve the provision of providing accurate and quality information to patients. During the period, the Charity has produced an additional leaflet on "Bone Health" and a further two are in the process of being completed. These leaflets are made available in several locations within both the General Hospital and at the Royal Infirmary. The artwork for these leaflets is provided free of charge and printing at a low cost to enable the Charity to produce quality affordable leaflets. The Charity continues to promote the unique PSA record cards to enable patients to understand TNM staging. In addition, the Charity has produced Radiotherapy Preparation Cards to enable patients to be ready for their radiotherapy treatment journey and has produced a leaflet showing the meeting times of our five support groups. This leaflet, together with an Options leaflet, Hormone Health leaflet, and PSA Record card is given to every patient diagnosed in the folders provided for each new patient. In addition, the Charity has produced a 'Give Us A good PSA Test Card' for distribution to patients.

The Charity had been strongly involved in working and liaising with the East Midlands Strategic Clinical Networks - Prostate Cancer Project although this has been interrupted by Covid 19 restrictions

**PROSTAD**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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### **DaVinci Robot**

The Charity was actively involved in the launch of a £2 million Robot Appeal in 2014 in conjunction with Leicester Hospitals Charity and Nuffield Hospital, Leicester. The Robot continues to benefit patients and its use for the treatment of prostate cancer has increased with over 7000 procedures completed to date. Patients receiving treatment now visit from both Northamptonshire and Lincolnshire. This state-of-the-art equipment is used to minimise the invasiveness of surgery for prostate cancer and has proved to dramatically improve the care, treatment and outcomes of men with the disease. It continues to be of immense value to our community. There was a temporary suspension of use due to COVID 19, but recently prostate cancer surgery has resumed.

### **John van Geest Centre (JVG)**

Trustees have continued to actively liaise and work with this £15 million dedicated Prostate & Breast Cancer Research centre at Nottingham Trent University. We will continue our interest in their work and to be actively involved in their immunotherapy trials if funding for this research continues. The Charity has recently helped fund research into a new signature blood test aimed at early identification of advanced prostate cancer

### **Better Together**

The benefits of Trustees attending 'Better Together' events working in collaboration with clinical commissioning groups, GPs, Urologists, Oncologists, and Management of UHL Hospitals and NHS England continue to be realised whenever possible. Recent developments of the initiative include the appointment of a prostate cancer specialist lead nurse in Urology funded by the CCGs and an active monitoring assistant to monitor patient's PSA. As patient representatives we continue in our aim to improve the treatment and experiences of prostate cancer patients. We plan for this cooperation to continue.

### **Website**

We have made use of Facebook and Twitter and have a designated professional to enable us to gain & maintain support from local people.

The Charity's website continues to grow and develop with an increased use of social media in the form of Facebook & Twitter. The Charity has undertaken a complete update of its website to make access easier and to enable access via mobile phones. The Website covers current COVID restrictions that will be adapted as the situation changes. During 2020/21 the Charity hopes to finalise the members and trustees access facility to the Charity's archives through a new Office 365 portal.

### **Friends**

The Charity continued to develop and support its family of 'Prostaid Friends' and will continue establishing new support groups whenever needed. We also continued to develop our local volunteer support, befriending and information service for local patients and their families. In addition, the Charity also liaise and collaborate with a number of organisations and groups. Unfortunately, the level of collaboration with some have been affected by Covid. Collaborations include:

The Prostaid Team of Befrienders  
Prostaid Prostate Cancer Specialist Nurses  
Macmillan  
LOROS  
Nuffield and Spire Hospitals  
Tackle Prostate Cancer

UHL Genetics Department  
Coping with Cancer, Leicester  
Nuffield Health Physio course for Patients.  
UHL & NGH Management Teams  
Prostate Cancer UK  
Macmillan prostate cancer Nurses; Northampton & Kettering

Urology Departments at UHL & Northampton Hospitals, Radiotherapy Dept. UHL Hospitals  
Oncology Departments at UHL and Northampton Hospitals

**PROSTAD**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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### **Social Events**

Several social events have taken place. These have included our successful Christmas Party open to all support groups held in November 2019 at Leicester College. Covid forced the Charity to cancel other social trips for support groups planned for 2020. Social events will continue to be organised when Covid restrictions have been lifted.

### **Well-being Support**

In addition to replicating wherever possible the successful activities undertaken during the past year the charity plans to organise a Penny Brohn course at, Stamford Court, Leicester University, again, when Covid restrictions have been lifted. The course promotes 'Mindfulness and Wellbeing' for willing patients and partners who have difficulty in coping with their prostate cancer diagnosis and treatment

### **100,000 Human Genome Project**

Although the 100,000 Genome project has almost finished, the Charity, working with Dr Julian Barwell of UHL Genetics Department and the Universities of Nottingham & Cambridge and Cancer Research UK continues to meet, share and participate in this ground-breaking project as a full member of the East of England Team. Genomic medicine has become and, will increasingly become part of the mainstream and we will continue collaborating and supporting their work with newly diagnosed patients when required. ProstaId was successful in helping to secure the first prostate biopsies that were used in the project

### **Support Groups**

This was to have been another most successful year with our growing number of support groups which were expanded and developed during 2017/18. The ProstaId support groups are considered to help and support the Government's initiative (and the NHS Trust's objective) to provide a holistic needs approach to patient treatment, care and support as required within the Holistic Needs Assessment (HNA) for every cancer patient from the 1 January 2020. However, Covid interrupted development in this area. Nevertheless, support groups were able to hold several meetings at each of our five support groups with the Zoom platform being used for meetings held post March 2020. Many of these meetings were supported by guest speakers from both the Urology and Oncology departments of UHL. These included specialist nurses and consultants who were able to provide regular updates on how the health service was dealing with restricted services. Whilst the use of Zoom has been useful, it has been problematic for those unable to access social media platforms and as such numbers attending have reduced.

With close cooperation from our nurses and Jo Wortley (Lead Nurse in Urology), the Melton Support Group in Melton Mowbray, organised by ProstaId, is now well-established. Group membership has increased following patients in that area being contacted by our specialist nurses. The support group regularly attracts up to 50 people at each meeting and we are pleased to say that similar number regularly attend the monthly meetings over Zoom.

The Birstall Support Group continues to increase in popularity. This group is a collaboration with 'Birstall Bags' a breast cancer support group for patients and their families. The Charity jointly funds the group with Birstall Bags. It is understood this is the first support group in the UK jointly organised by breast and prostate charities. This social group meet monthly and regularly attracts more than 80 patients and partners, but numbers have been lowering during Covid.

The African/African Caribbean Social/Support Group has been extensively disrupted and their weekly meetings have not taken place since March 2020. The format of these meetings (playing dominoes) and the Covid risk status of this group being contributing factors.

The Chairman of the Northampton Support Group is a member of the Northampton Committee and whilst this group is independent of ProstaId, the Charity shares with them an association as member of Tackle. The Group meets monthly in Northampton and is also using Zoom. The number of attendees remains strong.

## **PROSTAID**

### **TRUSTEES' REPORT For The Year Ended 31 October 2020**

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The Complementary Therapy Group Working & Coping with Cancer which was started in May 2018 with the aim of offering prostate cancer patients' therapy and support at bi-monthly meetings has now been discontinued due to poor attendance.

The planned creation of a Southern Asian Social/Support Group has been put on hold due to Covid. This will be undertaken when restrictions are lifted.

#### **Brachytherapy**

HDR (High Dose Rate) Brachytherapy boosts treatment for men with advanced disease, which reduces their Radiology treatment time from 7 weeks to 3 weeks, giving a potential 16% improvement in outcomes.

The decision was finally reached that Leicester Royal Infirmary would be unable to introduce HDR Brachytherapy and Seeded Brachytherapy. Instead, patients are now being sent to Lincoln Hospital for both HDR and Seeded Brachytherapy. The Charity supports this initiative in the expectation that a satisfactory outcome is achieved for Leicester patients in the future. Indeed, post-operative treatment for HDR Brachytherapy is carried out at the LRI.

The Charity, in liaison with Dr Miguel Pandades, Consultant Lead Oncologist at Lincoln Hospital have helped to produce a Video/Film on both types of Brachytherapy. Dr Pandades has also talked to the Support groups about this form of treatment. However, we have very recently heard from Suzi Jordan, Head of Radiotherapy at Leicester Royal Infirmary, that a new Brachytherapy Suite will be constructed. As such, the Charity is hopeful that this will provide male as well as female brachytherapy and, will be able to provide Seeded and HDR Brachytherapy for local men with prostate cancer. Brachytherapy has been positive for many patients supported by Prostaaid.

#### **Andrology Nurse Practitioner (Proposed)**

The Charity is proposing to create this position in liaison and consultation with the Urology Department at UHL. The post is aimed at supporting patients with erectile dysfunction and continence issue that are not being dealt with effectively within the 62-day cancer pathway. The plan is to introduce pre and post-operative treatment pathways in the promotion of holistic cancer treatments. Prostaaid may consider 'pump prime' funding to help provide specialist nurse support for patients with prostate cancer.

#### **Fund Raising**

Our fundraising continues with many new events organised each year by the Charity's loyal and hardworking supporters. Due to a variety of imaginative ideas that our supporters have developed to continue fund raising activities, the Charity has been successful in raising more funds than those raised in 2018/19. This has been an incredible achievement in very difficult circumstances. Events included the Barratts the Builders five-day Spin Bike challenge - Leicester to John O'Groats and a vast range of fundraising by individuals undertaking Marathons, Dog Walks Bike Rides and a Dart Challenge to name a few. The Santa Fun Run 2019 was also a great success. The 'Rustbucket.com' charity had to cancel their planned fundraising event for 2020 but they plan to organise again in June 2021. The Charity will continue to be creative in planning events in the future.

Bizz Buzz Speed Networking Group for Prostaaid, launched in October 2018, will continue to be planned whenever possible. The group continued to meet monthly on the first Wednesday of every month and is now undertaken on the Zoom platform.

The Niche Magazine has provided the Charity with a free half page advert to promote our Alternative Santa Fun Run to be held in December 2020.



**PROSTAD**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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**Dedicated Prostaïd Prostate Cancer Centre for Leicester**

The long-term aim of the charity is to create a specialist Prostaïd Cancer Care Centre in Leicester whenever that opportunity may present itself. With the recent news that Leicester has been given the status as the centre for prostate cancer in the East Midlands, opportunities may exist in the future to realise the ambition. Recently we were informed that the Urology Department will be moving to a new site at Glenfield Hospital within the next 7 years. The charity wants to be closely involved in this transition and will explore ways of appropriate support. The Charity plans to use a substantial recent bequest as a starting fund to raise monies for this exciting project.

**Communication**

Prostaïd continue to produce an in-house newsletter every quarter. The production costs continued to be sponsored by NEXT PLC. The Newsletter continues to be published with help from design company, Birdhouse. The Newsletter is published in November, February, May and August each year. New leaflets about prostate cancer continue to be developed. These add to an already wide range of information available electronically via the Prostaïd website and throughout all the hospitals in our area. During 2020 new leaflets were developed in liaison with patients, Prostaïd's specialist nurses and Consultants.

Distribution methods continue to include:

- Information, including the Charity's quarterly Newsletter is made available via Prostaïd notice boards in Leicester Royal Infirmary, Leicester General Hospital, Coleman Assessment Centre and Radiotherapy Suite. All notice boards have been sponsored by the Hinckley Round Table 129 and their 41 Club who in addition have sponsored new desks and office equipment to enable all our Prostaïd nurses to be comfortably accommodated in their office.

- Leaflets and Newsletters are made available in every hospital in Leicestershire, Rutland, Kettering and Northampton in addition to a number of Health Centres and GP Surgeries throughout the region. The Charity distribute 2000 copies each quarter.

- Our new information leaflets have been made available in Chemists and pharmacies throughout Leicestershire, Northampton and Rutland.

**Financial Review**

The fundraising income of the Charity has risen slightly this year and reflects the significant fundraising efforts made by groups and individuals. As such, the Charity continues to maintain a healthy financial position. Looking to the future we are planning a limited number of high-profile fundraising events and with the continuing enthusiasm of our supporters we will aim to continue and raise the necessary funds to finance our programme of activities and support networks.

**Reserves Policy**

Trustees have agreed that the Charity should retain funds equal to a minimum of 12 months operating costs to help mitigate against the uncertain economic climate. Funds held may exceed that amount as reserves accumulate to achieve the funding levels required for ongoing new projects and initiatives.

**PROSTAID**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The governing documents of the Charity are the Memorandum and Articles of Association. The Charity is a company limited by guarantee incorporated on 2 October 2006. Prostaïd was registered with the Charity Commission on 22 November 2006. Trustee Board meetings are usually held four to six times annually. Appropriate training and information are provided for Trustees using guidelines provided by the Charity Commission.

### **Patrons**

The charity is extremely grateful for the ongoing and wholehearted support from its Patrons who continue to effectively assist the Charity in achieving its aims and objectives through their loyal promotion, assistance and patronage.

### **Recruitment and appointment of new trustees**

At present (as at 31/10/20) there are 12 Trustees. In the current year there has been no resignations or new recruitment. Prostaïd Trustees appoint a Chair of Trustees annually at the first meeting of each financial year. The Trustees of the charity are also its Directors for the purposes of Company Law.

### **Management of the Charity**

Prostaïd has a Leicestershire & Rutland Committee whose function is to support, provide awareness and plan fundraising activities to support the aims of the Charity. The Charity also has a satellite committee which meets in Northamptonshire (Northamptonshire Committee). The Charity encourages its members to participate in helping to achieve its charitable aims. Members of the Leicestershire & Rutland Committee can attend meetings of the Board of Trustees as observers but are unable to vote. The Board regard this opportunity as an ideal method of introducing those members who aspire to be Trustees to the operations and functions of the Board. This recognises and assists in the need for the Charity to regularly refresh membership, introduce new skills and experience to the Board and thus fulfil its aim of effective succession planning to help secure the Charity's future.

#### **Prostaïd Board of Trustees**

Due to Covid 19, the Trustees of Prostaïd have held virtual meeting on the Zoom platform since April 2020. Meetings held prior to April 2020 were held in the conventional format.

Leicestershire & Rutland Committee Membership: (Due to Covid 19, this committee's meetings have been disrupted)

Scott McLaren (Committee Chair)  
Robert Banner  
Chris Berridge (UHL)  
Norman Bell  
Pamela Campbell-Morris  
Faye Lord  
Jim Kelly  
Stuart Berry  
Antony Lount  
Michael Newell  
Ian Nightingale

**PROSTAID**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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**Management of the Charity - *continued***

Northamptonshire Committee Membership: (Due to Covid 19, this committee's meetings have been disrupted)

Alistair Fergusson (Committee Chair)  
Dennis Bowden  
Stuart Cheeseman  
Douglas Wilson  
Robert Martell  
Bip Wetherall  
Richard Truby  
Hemant Nemade

Prostaïd does not have leased offices or business premises. It employs one Trustee/Director, Robert Banner, who is employed on a full-time basis to oversee and administer the daily activities of the Charity, including fundraising, on behalf of the Board of Trustees. It also has an assistant Treasurer, Faye Lord, who is paid as an independent book-keeper on a monthly basis and works from her home. The assistant treasurer is also responsible for organising information about the Charity's activities via social media i.e. Twitter & Facebook.

All other Trustees and Members of Committees offer and provide their services on a voluntary basis. Named individuals offer the following services for the Charity:

Health and Safety Advisor/Co-ordinator Stuart Berry  
Buddy Co-ordinator Ian Nightingale  
Friends Co-ordinator Norman Bell  
Honorary Treasurer & Assistant Treasurer Jonathan Kerry (Treasurer)  
Faye Lord (Assistant)  
Advanced Prostate Cancer Liaison and Support Co-ordinator David Monk  
Awareness Co-ordinator Stuart Berry  
Patient Support Helpline and Co-ordination Stuart Berry/Rob Banner  
Social/Support Evenings Co-ordinator Elaine and Stuart Berry  
J Wortley  
Bob White  
Prostaïd Support and Liaison Co-ordinator Rob Banner  
African Caribbean Awareness Ambassador & Liaison Pamela Campbell- Morris  
Fundraising Co-ordinator Rob Banner

The overall activity, commitment and skills that members of the Committees possess are directly linked to the Charity's success.

**Risk management**

Trustees have assessed the risks to which the Charity is exposed and are satisfied that they have adequate procedures in place to manage those risks.

**PROSTAIID**  
**TRUSTEES' REPORT**  
**For The Year Ended 31 October 2020**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

05953090 (England and Wales)

**Registered Charity number**

1116935

**Registered office**

17 Torrington Close  
Wigston Magna  
Leicester  
Leicestershire  
LE18 2RY

**Trustees**

Robert Banner  
John Beatty Chairman  
Stuart Berry  
John Bird  
Mark Dunkley Vice Chairman  
Alistair Fergusson  
Christopher Kent  
Jonathan Kerry  
Scott McLaren  
Graydon Thwaite  
Joanne Wortley  
Masood Khan

**Independent Examiner**

Richard Buckby FCA  
Fortus Midlands Limited  
Hamilton Office Park  
31 High View Close  
Leicester  
Leicestershire  
LE4 9LJ

Approved by order of the board of trustees on 10 February 2021 and signed on its behalf by:

.....  
Robert Banner - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PROSTAD**

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**Independent examiner's report to the trustees of Prostaïd ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 October 2020.

**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**

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.

Richard Buckby FCA  
Fortus Midlands Limited  
Hamilton Office Park  
31 High View Close  
Leicester  
Leicestershire  
LE4 9LJ

Date: 10 February 2021

PROSTAD

STATEMENT OF FINANCIAL ACTIVITIES  
For The Year Ended 31 October 2020

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		150,023	-	150,023	107,853
Fundraising activities	2	20,754	-	20,754	16,282
Investment income	3	<u>878</u>	<u>-</u>	<u>878</u>	<u>977</u>
<b>Total</b>		171,655	-	171,655	125,112
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Direct costs		56,352	-	56,352	51,895
Support costs		56,671	-	56,671	58,979
Grants paid		2,313	-	2,313	13,990
Other		<u>16,478</u>	<u>-</u>	<u>16,478</u>	<u>16,895</u>
<b>Total</b>		131,814	-	131,814	141,759
<b>NET INCOME/(EXPENDITURE)</b>		39,841	-	39,841	(16,647)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		252,363	6,250	258,613	275,260
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>292,204</u>	<u>6,250</u>	<u>298,454</u>	<u>258,613</u>

The notes form part of these financial statements

**PROSTAID**  
**BALANCE SHEET**  
**31 October 2020**

	Notes	2020 £	2019 £
<b>FIXED ASSETS</b>			
Tangible assets	9	1,348	2,171
<b>CURRENT ASSETS</b>			
Debtors	10	787	6,925
Cash at bank		<u>309,817</u>	<u>259,418</u>
		310,604	266,343
<b>CREDITORS</b>			
Amounts falling due within one year	11	(13,498)	(9,901)
<b>NET CURRENT ASSETS</b>		<u>297,106</u>	<u>256,442</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		298,454	258,613
<b>NET ASSETS</b>		<u>298,454</u>	<u>258,613</u>
<b>FUNDS</b>	13		
Unrestricted funds		292,204	252,363
Restricted funds		<u>6,250</u>	<u>6,250</u>
<b>TOTAL FUNDS</b>		<u>298,454</u>	<u>258,613</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**PROSTAID**

**BALANCE SHEET - continued**  
**31 October 2020**

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 10 February 2021 and were signed on its behalf by:

.....  
Robert Banner - Trustee

.....  
Jonathan Kerry - Trustee

The notes form part of these financial statements



**NOTES TO THE FINANCIAL STATEMENTS**  
**For The Year Ended 31 October 2020**

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**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

PROSTaid meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in Sterling (£).

**Company status**

The company is a company limited by guarantee. The members of the company are the Trustees named on Page 10. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

**Income**

All income is recognised once the company has entitlement to the income, it is probable that all the income will be received and the amount of income receivable can be measured reliably.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from use by the company of the item is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**Expenditure**

Expenditure is recognised once there is a legal or consecutive 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 a 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 allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitution and statutory requirements.

NOTES TO THE FINANCIAL STATEMENTS - continued  
For The Year Ended 31 October 2020

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1. ACCOUNTING POLICIES - continued

**Expenditure**

Charitable activities and Governance costs are incurred on the company's educational operations, including support costs and costs relating to the governance of the company, apportioned to charitable activities.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

**Going concern**

The trustees have prepared the financial statements on the basis that the charity is a going concern.

**Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

**Tangible fixed assets**

All assets costing more than £250 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Fixtures and fittings	- five years
Computer equipment	- three years

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised with interest payable and similar charges.

**PROSTAIID**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**For The Year Ended 31 October 2020**

**1. ACCOUNTING POLICIES - continued**

**Financial instruments**

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instrument are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2. FUNDRAISING ACTIVITIES**

	2020	2019
	£	£
Golf days	10,646	12,141
Bizz Buzz	1,375	2,353
Other events	1,701	1,788
Rust bucket rally	6,329	-
Face masks	<u>703</u>	<u>-</u>
	<u><u>20,754</u></u>	<u><u>16,282</u></u>

**3. INVESTMENT INCOME**

	2020	2019
	£	£
Interest receivable	<u><u>878</u></u>	<u><u>977</u></u>

**4. GRANTS PAYABLE**

	2020	2019
	£	£
Grants paid	<u><u>2,313</u></u>	<u><u>13,990</u></u>

**5. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Independent examination fee	2,280	2,255
Depreciation - owned assets	<u><u>823</u></u>	<u><u>1,502</u></u>

**PROSTAD**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**For The Year Ended 31 October 2020**

**6. TRUSTEES' REMUNERATION AND BENEFITS**

	2020	2019
	£	£
Trustees' salaries	<u>16,478</u>	<u>16,895</u>

During the period under review, R Banner (Trustee) received total remuneration for £16,478 (2019: £16,895). This remuneration is for his work as an employee of the Charitable Company, and as such is within the scope of the Memorandum and Articles of Association. R Banner is considered to be the only paid key management.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 October 2020 nor for the year ended 31 October 2019.

**7. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2020	2019
	<u>1</u>	<u>1</u>
Management		

No employees received emoluments in excess of £60,000.

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	106,853	1,000	107,853
Fundraising activities	16,282	-	16,282
Investment income	<u>977</u>	<u>-</u>	<u>977</u>
<b>Total</b>	124,112	1,000	125,112
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Direct costs	51,895	-	51,895
Support costs	58,979	-	58,979
Grants paid	13,990	-	13,990
Other	<u>16,895</u>	<u>-</u>	<u>16,895</u>
<b>Total</b>	141,759	-	141,759
<b>NET INCOME/(EXPENDITURE)</b>	(17,647)	1,000	(16,647)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	270,010	5,250	275,260

PROSTAD

NOTES TO THE FINANCIAL STATEMENTS - continued  
For The Year Ended 31 October 2020

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>252,363</u>	<u>6,250</u>	<u>258,613</u>

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 November 2019 and 31 October 2020	<u>4,413</u>	<u>13,763</u>	<u>18,176</u>
<b>DEPRECIATION</b>			
At 1 November 2019	4,413	11,592	16,005
Charge for year	<u>-</u>	<u>823</u>	<u>823</u>
At 31 October 2020	<u>4,413</u>	<u>12,415</u>	<u>16,828</u>
<b>NET BOOK VALUE</b>			
At 31 October 2020	<u>-</u>	<u>1,348</u>	<u>1,348</u>
At 31 October 2019	<u>-</u>	<u>2,171</u>	<u>2,171</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Donations receivable	-	5,750
Other debtors	500	500
Gift aid recoverable	<u>287</u>	<u>675</u>
	<u>787</u>	<u>6,925</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	-	1
Social security and other taxes	-	291
Accrued expenses	<u>13,498</u>	<u>9,609</u>
	<u>13,498</u>	<u>9,901</u>

PROSTAD

NOTES TO THE FINANCIAL STATEMENTS - continued  
For The Year Ended 31 October 2020

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
Fixed assets	1,348	-	1,348	2,171
Current assets	304,354	6,250	310,604	266,343
Current liabilities	<u>(13,498)</u>	<u>-</u>	<u>(13,498)</u>	<u>(9,901)</u>
	<u>292,204</u>	<u>6,250</u>	<u>298,454</u>	<u>258,613</u>

13. MOVEMENT IN FUNDS

	At 1.11.19 £	Net movement in funds £	At 31.10.20 £
<b>Unrestricted funds</b>			
General fund	252,363	36,861	289,224
Northampton	<u>-</u>	<u>2,980</u>	<u>2,980</u>
	252,363	39,841	292,204
<b>Restricted funds</b>			
Newsletter	2,000	-	2,000
Brachytherapy	3,000	-	3,000
Website videos	<u>1,250</u>	<u>-</u>	<u>1,250</u>
	<u>6,250</u>	<u>-</u>	<u>6,250</u>
<b>TOTAL FUNDS</b>	<u>258,613</u>	<u>39,841</u>	<u>298,454</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	168,005	(131,144)	36,861
Northampton	<u>3,650</u>	<u>(670)</u>	<u>2,980</u>
	<u>171,655</u>	<u>(131,814)</u>	<u>39,841</u>
<b>TOTAL FUNDS</b>	<u>171,655</u>	<u>(131,814)</u>	<u>39,841</u>

PROSTAD

NOTES TO THE FINANCIAL STATEMENTS - continued  
For The Year Ended 31 October 2020

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.11.18 £	Net movement in funds £	Transfers between funds £	At 31.10.19 £
<b>Unrestricted funds</b>				
General fund	206,641	(14,424)	(3,391)	188,826
Northampton	63,340	197	-	63,537
Support Groups	29	(3,420)	3,391	-
	<u>270,010</u>	<u>(17,647)</u>	<u>-</u>	<u>252,363</u>
<b>Restricted funds</b>				
Newsletter	1,000	1,000	-	2,000
Brachytherapy	3,000	-	-	3,000
Website videos	1,250	-	-	1,250
	<u>5,250</u>	<u>1,000</u>	<u>-</u>	<u>6,250</u>
<b>TOTAL FUNDS</b>	<u>275,260</u>	<u>(16,647)</u>	<u>-</u>	<u>258,613</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	123,420	(137,844)	(14,424)
Northampton	392	(195)	197
Support Groups	300	(3,720)	(3,420)
	<u>124,112</u>	<u>(141,759)</u>	<u>(17,647)</u>
<b>Restricted funds</b>			
Newsletter	1,000	-	1,000
	<u>125,112</u>	<u>(141,759)</u>	<u>(16,647)</u>
<b>TOTAL FUNDS</b>	<u>125,112</u>	<u>(141,759)</u>	<u>(16,647)</u>

PROSTAD

NOTES TO THE FINANCIAL STATEMENTS - continued  
For The Year Ended 31 October 2020

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.11.18 £	Net movement in funds £	Transfers between funds £	At 31.10.20 £
<b>Unrestricted funds</b>				
General fund	206,641	22,437	(3,391)	225,687
Northampton	63,340	3,177	-	66,517
Support Groups	29	(3,420)	3,391	-
	<u>270,010</u>	<u>22,194</u>	<u>-</u>	<u>292,204</u>
<b>Restricted funds</b>				
Newsletter	1,000	1,000	-	2,000
Brachytherapy	3,000	-	-	3,000
Website videos	1,250	-	-	1,250
	<u>5,250</u>	<u>1,000</u>	<u>-</u>	<u>6,250</u>
<b>TOTAL FUNDS</b>	<u>275,260</u>	<u>23,194</u>	<u>-</u>	<u>298,454</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	291,425	(268,988)	22,437
Northampton	4,042	(865)	3,177
Support Groups	300	(3,720)	(3,420)
	<u>295,767</u>	<u>(273,573)</u>	<u>22,194</u>
<b>Restricted funds</b>			
Newsletter	1,000	-	1,000
	<u>296,767</u>	<u>(273,573)</u>	<u>23,194</u>

**Restricted funds**

Newsletter:

Donation received towards the cost of producing quarterly newsletters.

Brachytherapy:

Donation received towards the cost of Brachytherapy.

Website videos:

Donation received towards the cost of producing videos for the website.



**PROSTAID**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**For The Year Ended 31 October 2020**

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**13. MOVEMENT IN FUNDS - continued**

**Unrestricted funds**

Northampton:

Funds earmarked by the trustees for use in Northampton area.

Support Group:

Funds earmarked by the trustees for setting up a Rutland PROSTaid support group.

General Fund:

A fund not specific to particular projects, but available for purposes within the objects of the charity.

**14. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 October 2020 (2019: None).

PROSTAIID

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
For The Year Ended 31 October 2020

	2020 £	2019 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
General donations (incl Gift Aid)	112,721	65,324
Santa fun run	2,936	1,545
Legacies and funeral donations	3,623	5,091
Next newsletters	-	1,000
Donations in kind	<u>30,743</u>	<u>34,893</u>
	150,023	107,853
<b>Fundraising activities</b>		
Golf days	10,646	12,141
Bizz Buzz	1,375	2,353
Other events	1,701	1,788
Rust bucket rally	6,329	-
Face masks	<u>703</u>	<u>-</u>
	20,754	16,282
<b>Investment income</b>		
Interest receivable	<u>878</u>	<u>977</u>
<b>Total incoming resources</b>	171,655	125,112
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Flowers etc for widows and patients	-	1,730
Costs of other fundraising events	-	10,063
General fundraising costs	5,096	5,533
Nurse's salaries	51,256	30,849
Grants paid	<u>2,313</u>	<u>13,990</u>
	58,665	62,165
<b>Other</b>		
Trustee's salary	16,478	16,895
(For 1 Trustee only, who is also the Charity's professional fundraiser and is remunerated under, and in accordance with a Service Agreement made between him and the Charity – see Note 6 above).		
<b>Support costs</b>		
<b>Other</b>		
Gifts and services in kind	30,743	34,893
Insurance	2,515	2,487
Carried forward	<u>33,258</u>	<u>37,380</u>

This page does not form part of the statutory financial statements

PROSTAD

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
For The Year Ended 31 October 2020

	2020 £	2019 £
<b>Other</b>		
Brought forward	33,258	37,380
Travel expenses	1,352	2,407
Depreciation	823	1,502
Office expenses	8,982	8,642
Support group expenses	2,372	3,662
Other	4,557	1,989
Bizz Buzz Networking	-	1,080
	51,344	56,662
<b>Governance costs</b>		
Independent examination fee	2,280	2,255
Accountancy and bookkeeping	3,047	3,782
	5,327	6,037
Total resources expended	131,814	141,759
<b>Net income/(expenditure)</b>	<u>39,841</u>	<u>(16,647)</u>

This page does not form part of the statutory financial statements