

THE GET A-HEAD CHARITABLE TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

THE GET A-HEAD CHARITABLE TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

W Davies
T Bromwich (Chairman)
S Ahmed
P Mourton
J C Watkinson
S Fisher (Appointed 26 June 2020)

Charity number

1118326

Principal address

Head and Neck Office
Room 23F - 4th Floor
Nuffield House, Queen Elizabeth Hospital
Edgbaston
B15 2TH

Independent examiner

Bache Brown & Co Limited
Swinford House
Albion Street
Brierley Hill
DY5 3EE

THE GET A-HEAD CHARITABLE TRUST

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THE GET A-HEAD CHARITABLE TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

The Trustees of the Get A-Head Charitable Trust are pleased to present their annual report together with the financial statements of the Charity for the year ended 31 March 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the trust'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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The trust's objects are:

- To promote the relief of pain, suffering and distress, both mental and physical, caused by, relating to or connected with any disease, trauma or any other condition adversely affecting the head or neck; and
- To advance education into the causes and treatment of any disease, trauma or condition adversely affecting the head or neck through the promotion of research and through such other means as the Trustees of the Charity shall think fit.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the grant making policy for the year.

The Charity carries out these objectives by making a number of different types of grants that fall into four categories:

1. Large and small research projects
2. Educational grants
3. Equipment grants
4. Provision of services to patients ie, complementary therapy

The Trust deed gives the Trustees the power to apply the funds in such a manner as they think fit to further the Charity's objects.

The aims of the Trust are to support adults and children with head and neck diseases, but especially those with cancer.

There has been no change in these objectives during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake.

THE GET A-HEAD CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

The Charity has established its grant making policy to achieve its objects for the public benefit to improve the lives of sufferers with head and neck diseases now, and to seek a permanent cure in the future for these diseases, especially cancer.

The beneficiaries of our grant making programme are ultimately sufferers of head and neck diseases, especially cancer sufferers and those at risk of developing these diseases in the future. Our grants fund researchers and healthcare professionals who use these funds in their work to improve the lives of sufferers of head and neck diseases by developing therapies, potential medications and improvements in the personal care of the sufferer. Any benefit received by researchers and healthcare professionals is purely incidental to the objects of our work.

The funds are allocated after the Charity has been approached through a structured application process and the Trustees consider the merits of each type of project at least twice a year. The Trustees may consider applications of up to £5,000 independently of their formal meetings.

The Charity invites applications for research grants, with eligibility being restricted to those having an expertise in the field in order to ensure high quality results. Most grants are reviewed in house by the medical trustees. Where there is a conflict of interest or the application is for £50,000 or more, the application is sent for external peer review by a relevant expert, to provide additional assurance that the research project is technically sound, will provide value for money and is of ultimate benefit to the sufferers of head and neck diseases. Research posts are normally funded on an annual basis to undertake an agreed programme of research. A further application may be made at the end of this period if additional funding is not forthcoming from other areas. In all cases, continuation of funding is subject to the research undertaken being in the interests of the Charity and a progress assessment that is satisfactory.

Whilst the Charity is principally based in the West Midlands, it is a national charity where the Trustees receive and consider applications for grants from anywhere in the United Kingdom.

Achievements and performance

The Charity relies on donations from the public, and on monies raised at a variety of fundraising events throughout the year in order to fund the ongoing projects that it is involved with, as well as seeking to fund new ventures. The Charity employs a full-time Charity Manager, who oversees the running of the office and external events, and a Charity Administrator.

We continuing to fund a research project entitled Defining Novel Therapeutic Targets in Salivary Gland Cancers (including Adenoid Cystic Carcinoma) through In-vitro and In-vivo Tumour Profiling. This is based at **The Royal Marsden Hospital in London** under the supervision of Professor Kevin Harrington and in conjunction with **The Institute of Cancer Research**. With our support, Professor Harrington and his team at the ICR aim to understand the progression of ACC of the salivary gland. Armed with this information they hope to discover new treatments for the disease.

Improved therapies are urgently needed for ACC, with the 15-year survival rate being 40%. One reason for this low rate is that ACC recurrence is common and often spreads (metastasises) to the lungs and perineural space around the nerves. When this happens, the tumour develops resistance to chemotherapy which significantly reduces the treatment options.

Alterations in a gene called MYB are the most frequently found in ACC patient tumours – around 75%. However, MYB is very hard to target therapeutically. Therefore, they are trying to inhibit the activity of two proteins which are key components of the alterations occurring in MYB. Using a combination of drugs targeted at these proteins could increase the tumours sensitivity to treatment.

To test these drugs, they are using a number of experiments, including growing clusters of ACC salivary gland cancer cells in 3D 'organoids' or 'mini tumours'. We believe these are the first ACC organoids developed anywhere in the world.

THE GET A-HEAD CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

Using these organoids, Professor Harrington's team are now investigating how these drugs impact on ACC growth and what causes this disease to spread. By understanding this, in future they hope to match individual patients to 'personalised' treatments based on the genetic make-up of their cancer.

They have successfully optimised the first reported 3D ACC PDX-derived organoid models and their data demonstrate that these may be useful pre-clinical models. They have identified a potential therapeutic drug combination and they aim to provide novel information that will drive more effective clinical treatment for patients. Whilst this research project has now been completed, it has opened new avenues of research to explore and we hope to be able to support this work in the future.

We have continued to provide the Grant to fund the continuation of a PhD Research Project for one year at the **Institute of Cancer Research** entitled Immunoprofiling & Immunotherapy in Thyroid Cancer, that aims to examine the location, density and functional orientation of the different immune cell populations, and profile of immune cytokine expression (often termed the 'immune contexture') in large annotated collection of thyroid cancer. They anticipate that with identification of the key immune factors in thyroid cancer will allow them to develop a novel prognostic 'Immunoscore' tool that will help identify high-risk patients needing adjuvant treatment and predict treatment response to targeted therapy.

We have also continued funding for a Grant to fund the salary for the continuation of a PhD Research Project for one year at the **University of Birmingham** that aims to understand why up to 30% of thyroid cancers recur. Currently, the central mechanisms of thyroid tumour recurrence are ill-defined, and whilst next generation sequencing (NGS) is now revealing the genetic drivers of thyroid tumour initiation, no insight has yet been gained into mechanisms of recurrence. The researchers' hypothesis is that tumours showing early recurrence contain different genetic alterations than tumours not demonstrating early recurrence, thereby describing for the first time the genetic events involved in thyroid tumour persistence and recurrence. Overall, their objectives are to complete the first full NGS appraisal of recurrent thyroid cancers, seeking to identify new biomarkers which predict early tumour recurrence, and to perform initial cell biological investigations into their function. The project will be carried out in a well-defined patient cohort; this will involve phenotyping studies encompassing genomics and bioinformatics. The aim will be improved personalised medicine to facilitate accurate prognosis and treatment of patients, which is key to the aims of the Get A-Head Charity.

THE GET A-HEAD CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

We continue to fund the salary for the continuation of a PhD Research Project for 6-months at the **University of Birmingham** on *Novel Interactors of the Sodium Iodide Symporter in Thyroid Cancer*. During the past two and three-quarter years of the award, they have embarked upon an ambitious set of studies aiming to elucidate the roles of 2 genes called VCP and ARF4 in altering the efficacy of radioiodine uptake in thyroid cancer cells.

Their mission is to improve radioiodine treatment for patients with thyroid cancer. After surgery for thyroid cancer, patients are typically given radioiodine treatment, which destroys remaining thyroid cells, and also attacks metastases. Most patients do well on this treatment, but a significant proportion do not respond, and no methods have been introduced to systematically improve this therapy since its introduction 74 years ago.

They have now identified two proteins which bind to the transporter responsible for taking iodide up into thyroid cells and alter its function. They have also discovered two drugs which 'switch-off' one of the proteins, hence improving the way the transporter takes radioactive iodide into cells. The requested funding will allow them to finalise these observations to see whether using these drugs might improve radioiodine treatment for patients with thyroid cancer. Without the funding, they will not be able to take these tremendously encouraging and exciting findings to a level where they might be able to begin to exploit them therapeutically.

We are also continuing to fund the research project at the **University of Sheffield, School of Dentistry** to support the cost of laboratory consumables for the PhD research project entitled: *Hitching a ride: Are vault RNAs selectively loaded into head and neck cancer derived extracellular vesicles?*

Extracellular Vesicles (EVs) are tiny bubble-like structures released by cancer cells that are taken up by normal cells that surround the tumour. EVs contain molecular messages that cause normal cells to change their behaviour to support the tumour. Their data shows that EVs released by head and neck cancer cells contain molecules that cause resistance to chemotherapy and also promote the spread of cancer. During the current project they will test how these molecules are packaged into EVs, the effect they have on recipient normal cells, and if EVs could be new therapeutic targets to improve the treatment of future patients.

EVs will be isolated from cancer cells grown in the laboratory. They will measure their size and concentration using specialist equipment at The University of Sheffield. EV contents will be purified and analysed to identify the molecular messages inside. They will then disrupt these messages by a technique called 'gene editing' and see if this changes how EVs signal to normal cells surrounding the tumour. The financial support from Get A-Head will pay for access to specialist equipment and also for chemicals that are essential for the research.

This support will enable Anita (Xinming) Liu, a new student who has just joined the School of Clinical Dentistry, to carry out state-of-the-art research during her PhD studies. Anita will be supervised by Dr Stuart Hunt and Dr Daniel Lambert. This project will complement the research activities of Dr Hunt and Dr Lambert, whose research focuses on understanding how head and neck cancers grow and spread.

We continue to provide grant funding to **University of Hull** for a project entitled 'Evaluating Extracellular Vesicles as a Therapeutic Target in Graves' Disease'. The project aims to identify factors which might be involved in the inflammatory response associated with Graves' disease and associated ophthalmopathy and whether these factors can be targeted to develop new lines of treatment, as the current treatment with anti-thyroidal drugs treats the effect rather than the cause and has a very high relapse rate. The development of more effective drugs to treat thyroid disease would inevitably benefit both the patient and the NHS by improving quality of life and reducing the treatment costs associated with managing the disease.

THE GET A-HEAD CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

We have provided a Grant to **Queen Elizabeth Hospital, Birmingham** to purchase an Additional Ultrasound Probe for Toshiba Xario 200 Portable Ultrasound Scanner (which was purchased via Get A-Head Charitable Trust Grant in February 2017). The funding was for an Endocavity Probe – which is used to biopsy deep seated neck lesions in the parapharyngeal space which are not accessible for surgical biopsy without significant operative access. So far, we have undertaken 6 transoral biopsies on Head & Neck patients for parapharyngeal masses – all yielding diagnostic material.

It would be better for us to have a specific probe for Transoral usage and we can guarantee access to the probe and Toshiba scanner as required purely for use on Head & Neck patients.

We have provided a Grant to the **University Hospitals Birmingham Charity** to refurbish and repurpose the current waiting room on Ward 408 at The Queen Elizabeth Hospital, Birmingham into both a waiting room and day room, to benefit families as well as patients and staff. This grant will directly benefit Head and Neck cancer patients treated on the ward. With this work the waiting room will become a bright inviting space where staff and families can sit with patients in a calm and relaxing environment.

We have provided funding to the **University of Portsmouth & The Queen Alexandra Hospital Portsmouth** towards the costs associated with their CHANCES study (Cancers of the Head and Neck: Client Experiences of Psychological Support) which aims to understand head and neck cancer patients' expectations and perceptions of psychological therapy before, during and after a psychological intervention is received.

We have provided funding to **Guy's Hospital** towards the costs of purchasing specialist snorkel equipment for a patient that is needed for him to swim safely post-laryngectomy and to support his rehabilitation.

Additionally, the Charity continues to fund continuous professional development for healthcare professionals. We have funded the cost of a Speech & Language Specialist at **Royal Devon & Exeter NHS Trust** to attend a Managing Complex Lymphoedema Masters Level Module at the University of Glasgow.

We were also pleased to support the **Queen Elizabeth Hospital Christmas Campaign** and provide funding to provide a large 10ft Christmas Tree and Christmas Hampers to try and spread a little festive cheer for patients who are receiving gruelling radiotherapy & chemotherapy treatment over the Christmas period.

The Charity continues to hold two restricted funds within their accounts for targeted fundraising. These funds are for Thyroid Cancer and Salivary Gland Cancers (including Adenoid Cystic Carcinoma). The MTC fund has raised a further £2,130 during the year and the ACC fund has raised a further £3,528 during the year and the Trustees continue to work with the fundraisers to seek the most appropriate projects to fund.

The Trustees continue to consider all national applications individually within their regular Trustees' meetings. Each application is judged on its merits and measured against the objectives of the Charity.

Financial review

The Statement of Financial Activities shows a gross income of £204,312 and expenditure of £218,378. All grants approved during the year have been included as expenditure in the year whether or not they have been paid.

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THE GET A-HEAD CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

The Trustees aim is to maintain free reserves in unrestricted funds at a level which equates to 12 months unrestricted charitable expenditure. The Trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that there are sufficient funds to cover support and governance costs.

All restricted funds are restricted income funds where the donor has provided the donation to be spent in furtherance of a specified charitable purpose. The two main funds, MTC and ACC are explained in Achievements and Performance of the Trust above and the intention is that grants will be awarded against these Funds over the next couple of years. These will follow the normal grant approval process with the extent of the grants being governed by the level of reserves.

The trustees has assessed the major risks to which the trust is exposed, and are satisfied that systems and internal financial controls are in place to mitigate exposure to the major risks.

The Trust has an ongoing programme of fundraising events.

Further information

Enquiries about the Charity should be addressed to the Administrator of the Charity, who is based at the Principal Office.

Structure, governance and management

The Trust is an unincorporated trust, constituted under a Trust Deed dated 16 February 2007 and is a registered charity, number 1118326, registered with the Charity Commission of England and Wales with effect from 12 March 2007.

Prior to its registration Get A-Head ('the Charity') was part of the University Hospital Birmingham Charities group of charities, now Queen Elizabeth Hospital Birmingham Charity ('QEHB'). Mr John Watkinson and Mr Adrian Drake-Lee set it up in 1994 with the specific intention of supporting and developing the understanding and management of patients with head and neck cancer and other serious diseases of the head and neck. The Charity circulates a newsletter which details its funding appeals and expenditure, funds one full time charity manager and an administrator and relies on voluntary support for many of its activities.

Since its registration the Charity is run fully independently of QEHB. Small amounts of income are still received into a fund maintained with QEHB. These funds are retained for the benefit of the Charity and are used to contribute towards the grants awarded and services offered by the Charity. Any additional amounts are transferred from the Charity to meet commitments.

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

W Davies

T Bromwich (Chairman)

S Ahmed

H Griffiths

(Resigned 17 January 2020)

P Mourton

K Boelart

(Resigned 3 April 2019)

P McNeil

(Resigned 20 October 2020)

P Praveen

(Resigned 17 October 2019)

N Sharma

(Resigned 17 October 2019)

J C Watkinson

S Fisher

(Appointed 26 June 2020)

THE GET A-HEAD CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

The governance of the previous funds was covered by the procedures in place through the QEHB charity. This Trust has effected claims insurance cover of £1m and will review its structures with the appropriate use of professionals. The two Trustees who are employees of QEHB have an annual appraisal and their involvement in the Charity is scrutinized as part of this process.

The Trustees are appointed by the Board of Trustees and serve for five years after which period they may put themselves forward for re-appointment. The Trust Deed provides for a minimum of three Trustees.

The Trustees meet regularly, retain full and effective control over the Charity and monitor the activities of the Charity administrator and volunteers. There is a separate Fundraising Committee, made up of at least two Trustees and key members of the local Community, who organise a full programme of successful fundraising events.

All Trustees give of their time freely and no Trustee remuneration was paid during the year. Details of Trustee expenses and related party transactions are disclosed in note 19 to the financial statements. Trustees are required to disclose all relevant interests at the start of all Trustees' meetings and in accordance with the Trust's policy withdraw from decisions where a conflict of interest arises.

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



W Davies

Trustee

Dated: 27 January 2021



T Brownlie (Chairman)

Trustee

Dated: 27 January 2021

THE GET A-HEAD CHARITABLE TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE GET A-HEAD CHARITABLE TRUST

I report to the trustees on my examination of the financial statements of The Get A-Head Charitable Trust (the trust) for the year ended 31 March 2020.

Responsibilities and basis of report

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

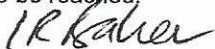
I report in respect of my examination of the trust's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 trust 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.



Ian R Baker
Bache Brown & Co Limited
Chartered Certified Accountants
Swinford House
Albion Street
Brierley Hill
DY5 3EE

Dated: 27 January 2021

THE GET A-HEAD CHARITABLE TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<u>Income and endowments from:</u>					
Donations and legacies	2	30,121	-	30,121	69,644
Other trading activities	3	156,915	5,658	162,573	227,023
Investments	4	11,618	-	11,618	9,794
Other income	5	-	-	-	427
Total income		<u>198,654</u>	<u>5,658</u>	<u>204,312</u>	<u>306,888</u>
<u>Expenditure on:</u>					
Raising funds	6	<u>150,109</u>	<u>12</u>	<u>150,121</u>	<u>151,093</u>
Charitable activities	7	<u>68,257</u>	<u>-</u>	<u>68,257</u>	<u>233,758</u>
Total resources expended		<u>218,366</u>	<u>12</u>	<u>218,378</u>	<u>384,851</u>
Net gains/(losses) on investments	12	<u>(36,999)</u>	<u>-</u>	<u>(36,999)</u>	<u>26,649</u>
Net movement in funds		<u>(56,711)</u>	<u>5,646</u>	<u>(51,065)</u>	<u>(51,314)</u>
Fund balances at 1 April		<u>145,544</u>	<u>333,854</u>	<u>479,398</u>	<u>530,712</u>
Fund balances at 31 March		<u>88,833</u>	<u>339,500</u>	<u>428,333</u>	<u>479,398</u>

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

All income and expenditure derive from continuing activities.

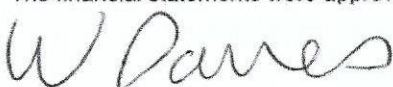
THE GET A-HEAD CHARITABLE TRUST

BALANCE SHEET

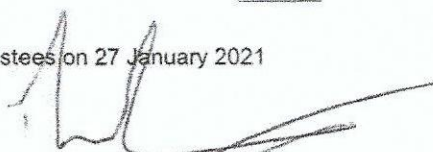
AS AT 31 MARCH 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	13		-		2,112
Investments	14		323,661		351,425
			<u>323,661</u>		<u>353,537</u>
Current assets					
Debtors	16	17,675		17,376	
Cash at bank and in hand		232,988		287,457	
		<u>250,663</u>		<u>304,833</u>	
Creditors: amounts falling due within one year	17	(95,991)		(116,021)	
Net current assets			154,672		188,812
Total assets less current liabilities			<u>478,333</u>		<u>542,349</u>
Creditors: amounts falling due after more than one year	18		(50,000)		(62,951)
Net assets			<u><u>428,333</u></u>		<u><u>479,398</u></u>
Income funds					
Restricted funds	19		339,500		333,854
Unrestricted funds			88,833		145,544
			<u><u>428,333</u></u>		<u><u>479,398</u></u>

The financial statements were approved by the Trustees on 27 January 2021



W Davies
Trustee



T Bromwich (Chairman)
Trustee

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies

Charity information

The Get A-Head Charitable Trust is an unincorporated trust, constituted under a Trust Deed dated 16 February 2007.

1.1 Accounting convention

The accounts have been prepared in accordance with the trust's trust deed, 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)" (as amended for accounting periods commencing from 1 January 2016). The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The accounts 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 accounts, the trustees have a reasonable expectation that the trust 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 accounts.

1.3 Charitable funds

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

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.

Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified as either an endowment fund, where the donor has expressly provided that only the income of the fund may be applied, or as a restricted income fund, where the donor has provided the donation to be spent in furtherance of a specified charitable purpose. The Charity has restricted income funds but no endowment funds.

Unrestricted income funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the Trustees, at their discretion, have created a fund for a specific purpose.

Transfers may arise where there is a release of restricted funds to unrestricted funds, where overall expenditure is in excess of the balance of the restricted fund or where charges are made from the unrestricted funds to other funds.

1.4 Income

Income is recognised when the trust 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.

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the trust 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.

1.5 Expenditure

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

Grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside of the control of the Trust.

Provisions are included for grants payable where approval has been given by the Trustees.

These are all costs attributable to generating income for the Charity, other than income arising from charitable activities, and represent fundraising costs.

The costs of Charitable Activities primarily comprise grants made.

Governance costs comprise all costs identifiable as wholly or mainly attributable to ensuring the public accountability of the Charity and its compliance with regulation and good practice. These costs include legal fees together with overhead and support costs.

1.6 Tangible fixed assets

Tangible fixed assets 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 bases:

Fixtures, fittings & equipment	straight line over 3 years
Computers	straight line over 3 years

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

1.7 Fixed asset 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 fixed assets

At each reporting end date, the trust 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).

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

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

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future 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 creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the trust'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 trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies

(Continued)

1.12 Contingent liabilities and provisions

In accordance with the SORP, a contingent liability is disclosed for those grants, which do not represent liabilities, where the possible obligation, which arises from past events, will only be confirmed by the occurrence of one or more uncertain future events not wholly within the Trustees' control. Provisions are recognised for those grants where there is uncertainty as to the timing or amount, and any uncertainty regarding the amount is more than one of determining a basis for reasonable estimation of the liability arising from the constructive obligation.

1.13 Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a sort maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.14 Debtors

Other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking accounts of any trade discounts due.

2 Donations and legacies

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2020	2019	2019	2019
	£	£	£	£
Donations and gifts	21,070	60,121	4,854	64,975
Legacies receivable	-	1,000	-	1,000
Grants receivable for core activities	9,051	3,669	-	3,669
	<u>30,121</u>	<u>64,790</u>	<u>4,854</u>	<u>69,644</u>

3 Other trading activities

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2020	2020	2020	2019	2019	2019
	£	£	£	£	£	£
Fundraising events	<u>156,915</u>	<u>5,658</u>	<u>162,573</u>	<u>224,573</u>	<u>2,450</u>	<u>227,023</u>

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

4 Investments

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Income from unlisted investments	9,234	8,335
Interest receivable	2,384	1,459
	<u>11,618</u>	<u>9,794</u>

5 Other income

	Total	Unrestricted funds
	2020	2019
	£	£
Other income	-	427

6 Raising funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2020	2020	2020	2019	2019	2019
	£	£	£	£	£	£
<u>Fundraising and publicity</u>						
Seeking donations, grants and legacies	3,000	-	3,000	-	-	-
Staging fundraising events	93,496	-	93,496	95,916	139	96,055
Other fundraising costs	18,741	12	18,753	19,722	1,469	21,191
Staff costs	34,872	-	34,872	33,847	-	33,847
	<u>150,109</u>	<u>12</u>	<u>150,121</u>	<u>149,485</u>	<u>1,608</u>	<u>151,093</u>
	<u>150,109</u>	<u>12</u>	<u>150,121</u>	<u>149,485</u>	<u>1,608</u>	<u>151,093</u>

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

7 Charitable activities

	2020 £	2019 £
Grant funding of activities (see note 8)	23,335	199,112
Share of support costs (see note 9)	21,880	25,793
Share of governance costs (see note 9)	23,042	8,853
	<u>68,257</u>	<u>233,758</u>
Analysis by fund		
Unrestricted funds	68,257	209,925
Restricted funds	-	23,833
	<u>68,257</u>	<u>233,758</u>
For the year ended 31 March 2019		
	<u>233,758</u>	

8 Grants payable

	2020 £	2019 £
Research	300	86,395
Equipment	3,829	30,254
Education	1,706	4,870
Charity administrator	15,500	29,000
Provision of services to patients	2,000	46,595
Other	-	1,998
	<u>23,335</u>	<u>199,112</u>

A total of 7 grants were granted during the year of which 4 were to institutions and 3 to individuals.

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THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

9 Support costs

	Support costs	Governance costs	2020	2019
	£	£	£	£
Staff costs	-	6,154	6,154	5,973
Depreciation	2,112	-	2,112	2,111
Insurance	2,019	-	2,019	1,918
Postage & Stationery	1,612	-	1,612	5,393
Marketing	-	-	-	1,630
Bank charges	32	-	32	64
Rent	12,167	-	12,167	11,200
Travelling expenses	327	-	327	799
Telecommunications	1,095	-	1,095	936
Computer costs	1,070	-	1,070	912
Premises expenses	820	-	820	240
Sundries	626	-	626	590
Legal and professional	-	16,888	16,888	2,880
	<u>21,880</u>	<u>23,042</u>	<u>44,922</u>	<u>34,646</u>
Analysed between :				
Charitable activities	<u>21,880</u>	<u>23,042</u>	<u>44,922</u>	<u>34,646</u>

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year.

11 Employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Administration	<u>1</u>	<u>1</u>
Employment costs	2020	2019
	£	£
Wages and salaries	<u>41,026</u>	<u>39,820</u>

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

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

12 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Revaluation of investments	(36,999)	26,649

13 Tangible fixed assets

	Fixtures, fittings & equipment	Computers	Total
	£	£	£
Cost			
At 1 April 2019	1,960	4,374	6,334
At 31 March 2020	1,960	4,374	6,334
Depreciation and impairment			
At 1 April 2019	1,306	2,916	4,222
Depreciation charged in the year	654	1,458	2,112
At 31 March 2020	1,960	4,374	6,334
Carrying amount			
At 31 March 2019	654	1,458	2,112

14 Fixed asset investments

	Listed investments
	£
Valuation	
At 1 April 2019	351,425
Valuation changes	(36,998)
Income reinvested	9,234
At 31 March 2020	323,661
Carrying amount	
At 31 March 2020	323,661
At 31 March 2019	351,425

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

15 Financial instruments	2020	2019
	£	£
Carrying amount of financial assets		
Measured at amortised cost	4,676	6,051
Equity instruments measured at fair value	323,661	351,425
	<u> </u>	<u> </u>
Carrying amount of financial liabilities		
Measured at amortised cost	145,933	178,922
	<u> </u>	<u> </u>
16 Debtors	2020	2019
	£	£
Amounts falling due within one year:		
Other debtors	4,676	6,051
Prepayments and accrued income	12,999	11,325
	<u> </u>	<u> </u>
	17,675	17,376
	<u> </u>	<u> </u>
17 Creditors: amounts falling due within one year	2020	2019
	£	£
Other taxation and social security	58	50
Other creditors	95,033	115,071
Accruals and deferred income	900	900
	<u> </u>	<u> </u>
	95,991	116,021
	<u> </u>	<u> </u>
Other creditors include grants payable of £85,836 (2019 - £114,400).		
18 Creditors: amounts falling due after more than one year	2020	2019
	£	£
Other creditors	50,000	62,951
	<u> </u>	<u> </u>
Other creditors represent grants payable.		

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

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 1 April 2018 £	Movement in funds		Transfers £	Balance at 1 April 2019 £	Movement in funds		Balance at 31 March 2020 £
		Incoming resources £	Resources expended £			Incoming resources £	Resources expended £	
a - Charitable foundations	43,385	-	(23,833)	-	19,552	-	-	19,552
b - Fundraising events	3,981	-	-	-	3,981	-	-	3,981
c - ACC	341,054	6,282	(1,608)	(39,412)	306,316	3,528	(12)	309,832
d - MTC	2,983	1,022	-	-	4,005	2,130	-	6,135
	391,403	7,304	(25,441)	(39,412)	333,854	5,658	(12)	339,500

a) The donations received from charitable foundations are available to cover the cost of complementary therapy. This is funded through a 3 year grant with UHB Charities and the funds will be put towards the cost of the grant.

b) The restricted funds raised at fundraising events are raised to purchase specific capital equipment

c) The restricted funds have been raised to cover the cost of research into Adenoid Cystic Carcinoma.

d) The restricted funds have been raised to cover the cost of research into Medullary Thyroid Cancer.

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

20 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 March 2020 are represented by:						
Tangible assets	-	-	-	-	2,112	2,112
Investments	-	323,661	323,661	19,683	331,742	351,425
Current assets/ (liabilities)	138,833	15,839	154,672	188,812	-	188,812
Long term liabilities	(50,000)	-	(50,000)	(62,951)	-	(62,951)
	<u>88,833</u>	<u>339,500</u>	<u>428,333</u>	<u>145,544</u>	<u>333,854</u>	<u>479,398</u>

21 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2020 £	2019 £
Aggregate compensation	<u>47,997</u>	<u>46,016</u>

Transactions with related parties

During the year the trust entered into the following transactions with related parties:

The Trustees received no emoluments or expenses in the period.

Fees of £331 (2019 £302) were paid during the year to CK Chartered Accountants for payroll services. Wendy Davies, a trustee of the charity is a partner in CK Chartered Accountants.

Except for the above none of the Trustees have undertaken any transaction with the Get A-Head Charitable Trust or received any benefit from the Charity in payment or in kind.

The Trustees have purchased Trustee Indemnity Insurance.

THE GET A-HEAD CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

22 Queen Elizabeth Hospital Birmingham Charities

Prior to the registration of the Get A-Head Charitable Trust as a separate charitable entity in March 2007, the fundraising activities and charitable objectives of Get A-Head were dealt with under the auspices of Queen Elizabeth Hospital Birmingham Charities ('QEHB Charities').

Funds raised on behalf of Get A-Head and the relevant expenditure were accounted for separately within QEHB Charities. Of the funds raised, some were committed to meet future salary commitments such as for research fellows and administrators. When these commitments are entered into, the funds are immediately transferred out of unrestricted funds within QEHB Charities into 'ringfenced funds', which can only be used to meet these costs.

At 31 March 2020 there were funds of £30,218 (2019 £45,499) retained within QEHB Charities, which are 'ringfenced' to cover committed future expenditure.

Financial activities on behalf of Get A-Head, accounted for within the QEHB Charities included funds raised of £1,406 (2019 £1,051).

Whilst the Trustees of the Get A-Head Charitable Trust are consulted on the expenditure made on behalf of Get A-Head by QEHB Charities, ultimately these funds are controlled by the Trustees of QEHB Charities.