

Charity Registration No. 1122393

Company Registration No. 06324356 (England and Wales)

**THE MARY HOW TRUST FOR CANCER PREVENTION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

# THE MARY HOW TRUST FOR CANCER PREVENTION

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	M A C Follis J A Ross J H Barder M C Wratten D P Mathieson C Meeking N Stanbury C Scaramanga Mr J H G Ellis	(Appointed 1 May 2022) (Appointed 28 February 2023) (Appointed 28 February 2023) (Appointed 14 November 2022) (Appointed 16 October 2023)
<b>Charity number</b>	1122393	
<b>Company number</b>	06324356	
<b>Principal address</b>	Unit 1 & 2 The Colonnades 17 London Road Pulborough West Sussex RH20 1AS	
<b>Registered office</b>	Unit 1 & 2 The Colonnades 17 London Road Pulborough West Sussex RH20 1AS	
<b>Independent examiner</b>	Carpenter Box Amelia House Crescent Road Worthing West Sussex BN11 1RL	
<b>Investment advisors</b>	Quilter Cheviot 1 Kingsway London WC2B 6AN	

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# THE MARY HOW TRUST FOR CANCER PREVENTION

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# THE MARY HOW TRUST FOR CANCER PREVENTION

## CHAIRMAN'S STATEMENT

**FOR THE YEAR ENDED 31 MARCH 2023**

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I am pleased to present our Annual Report and Financial Statements for The Mary How Trust for Cancer Prevention ('The Mary How Trust') for the year ended 31 March 2023. It has been a truly exceptional year for our charity.

One of the most notable accomplishments of this year is that we have successfully completed a full financial year at our new home, the Colonnades. This transition was a testament to our commitment to growth and sustainability and I'm delighted to report that it has been a resounding success. The Colonnades has not only become our headquarters, but it has also provided us with the space and resources needed to expand our operations and better serve our community.

Our dedicated team has been the driving force behind our achievements. They have worked tirelessly, demonstrating unwavering commitment to our mission. Thanks to their hard work and dedication, we have been able to reach and positively impact more individuals in our community through our health screening initiatives. This year, The Mary How Trust has health screened a record number of people thus furthering our mission to promote health and well-being to everyone.

In addition to these milestones, I am pleased to announce that we have successfully developed and implemented a comprehensive five-year strategy. This strategy is designed to guide our charity as we move forward, focusing on sustainable growth, community engagement and increased impact. The Board of Directors is excited about the future and we firmly believe that our strategic plan positions us for success in the years to come. The outlook for us is exceptionally bright, and we are eager to continue our important work.

On a personal note, after a decade of service as a Trustee and Chair, I have decided that it is time for me to step down from my role. I will be retiring at the next Annual General Meeting (AGM). It has been an incredible journey, and I am deeply grateful for the opportunity to serve this remarkable charity and our community. I thank all my committed and highly effective fellow trustees, Lynda Vowles, our exceptional CEO, and the dedicated staff who have all made my time as Chair such a profound pleasure. While I will be stepping aside from my current position, I remain committed to The Mary How Trust's mission and will continue to support it in any way I can.

Thank you for your continued support and dedication to The Mary How Trust. Together, we can look forward to a future that holds immense promise and potential, even as I pass the baton to new leadership.



**Michael Follis**

Chairman

Dated: 20-11-2023



# THE MARY HOW TRUST FOR CANCER PREVENTION

## WELCOME FROM THE CHIEF EXECUTIVE

***FOR THE YEAR ENDED 31 MARCH 2023***

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This year has been one of significant progress, and we are pleased to share the highlights of our achievements and financial performance with our valued supporters and stakeholders.

Throughout the past year, our commitment to improving the health outcomes of individuals in our community has remained unwavering. We believe that health screening is an essential step towards early detection and prevention of illness. Our mission is built upon the core belief that "prevention is better than cure," and it guides our every endeavour. The health and well-being of the individuals we serve in our community are paramount in our approach, and this year, we have seen tangible results in our efforts to save lives through early intervention.

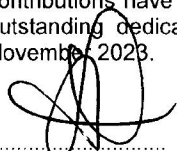
The Mary How Trust has not only continued to provide critical health screening services but has also strived to educate, inspire, and empower individuals in our community. We firmly believe that knowledge is the key to making informed decisions about one's health, and through our programme we aim to foster a sense of empowerment that enables individuals to take control of their well-being.

As we look to the future, our strategic plan will guide us as we continue to grow, expand our reach, and make an even greater impact on the lives of people in our communities. The road ahead is filled with opportunities, and we are dedicated to realising our vision of a healthier and more informed community.

I would like to extend my heartfelt gratitude to all those who have supported us during the year. Our successes would not have been possible without the dedication of our Board of Trustees, the hard work of our employees, the invaluable contributions of our volunteers, and the generosity of our donors. Your support fuels our mission and strengthens our resolve to make a positive difference.

The Mary How Trust is committed to the well-being of our community. Together, we will continue to strive for a healthier and more informed future. Thank you for your support, and I look forward to our continued partnership as we work to make a lasting impact on the lives we touch.

In closing, I want to express our profound gratitude to Michael Follis, our devoted trustee and Chair, for his remarkable decade of unwavering service on our board. Michael's visionary leadership, commitment, and insightful guidance have been instrumental in shaping our charity into the remarkable organisation it is today. Under his leadership, we have reached significant milestones and positively impacted countless lives. Michael's invaluable contributions have been a driving force behind our success, and we wholeheartedly thank him for his ten years of outstanding dedication to our cause. We wish Michael a fulfilling and joyful retirement as he steps down in November 2023.



**Lynda Vowles**

Chief Executive Officer

Dated: 20-11-2023

# THE MARY HOW TRUST FOR CANCER PREVENTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2023

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The trustees present their report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Since the charitable company qualifies as small under section 3838, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

#### **Objectives and activities**

The objects of the charitable company as set out in its Memorandum and Articles of Association are:

- To prevent sickness, in particular but not exclusively, by providing a Health Screening service to the general public with the aim of detecting all types of cancer in particular, life-threatening diseases in general, and to make this service available to all.
- To advance public education in general health matters, and in the prevention, and detection, of cancer and other life-threatening diseases.

#### **Activities for achieving objectives**

The charity is dedicated to fulfilling its mission by offering a thorough health screening and advisory service, with a special focus on early detection of cancers and other life-threatening conditions. This service is extended to self-referred, asymptomatic adults aged 18 years and above. Our clinical team conducts health screening consultations, which encompass ultrasound scans, catering to individuals from diverse backgrounds. To better accommodate the growing demand and minimise waiting times, our service has transitioned to more expansive facilities, allowing us to continue and broaden our health screening services within the community.

The charity's trustees have diligently considered the guidance provided by the Charity Commission when determining the activities that the charity should undertake.

#### **Main activities undertaken to further the charity's purposes for the public benefit**

The Board of Trustees has been proactive in charting our course, aligning with the spirit of public benefit set forth by the Charity Commission in their guides PB1, PB2, and PB3. Our charitable activities are planned and designed to radiate a positive impact in the lives of our diverse community.

Emphasising our charitable objectives, we've made a choice to offer health screenings that, on a marginal basis, cost the charity approximately £350 per person to deliver. Rather than imposing a fixed fee, we extend an open invitation for donations that align with each individual's financial capacity. In a true community effort, the cost in providing the charity's overheads and capital needs are graciously met through our charity shop, a series of fundraising activities, the unwavering support of our incredible supporters, and the generosity of grants, donations, and legacies.

Our mission is simple yet profound: to make health screenings and healthy living advice accessible to every adult in the community. We offer our services without bias or discrimination, striving to maximise benefit for all. We provide health advice and comprehensive reports not only to our clients but, with their consent, we collaborate with their GPs. We encourage further action when necessary, trusting that our clients will consult their GPs for personalised guidance and referral.

Our team comprises three full-time and eleven dedicated part-time clinical and administrative employees, bolstered by a passionate group of volunteers. Our bustling charity shop in Pulborough has remunerated management, supported by an enthusiastic team of volunteers.

With our doors now open six days a week, we extend our services to the general public, welcoming individuals from all walks of life, local groups, fellow charities, and associations. We remain unwaveringly proactive in our commitment to maximise public benefit, ensuring that we touch as many lives as possible with our essential screening services.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

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### **Relationships with other organisations**

We actively pursue collaboration with other organisations, recognising that partnerships hold the key to potential future collaborations and the expansion of our services. We enthusiastically engage with like-minded entities, seeking opportunities to create fresh, supplementary offerings that enrich our community's well-being. In addition to forging these external alliances, we maintain close communication with local GP practices and diligently cultivate partnerships within our community, uniting our efforts to enhance the well-being of all.

Our commitment to the health and well-being of our clients extends beyond our organisation's walls. We remain vigilant in monitoring campaigns and issues that impact our clients, advocating their active participation. Through these collective efforts, we foster a sense of community engagement that encourages everyone to play a role in safeguarding their health.

We cherish positive relationships with various stakeholders, including the Care Quality Commission, the wider community, and fellow charities. These connections are the foundation of our progress and development. Our commitment to partnership working is not only a guiding principle but a proven strategy that enables us continually to strengthen and expand our impact.

### **Environmental impact**

In our commitment to environmental responsibility, we take deliberate steps to reduce our ecological footprint. We actively seek out suppliers who share our environmental ethos, prioritising partnerships with those who embrace eco-conscious practices. Our procurement strategy revolves around choosing equipment and products designed to minimise energy consumption, reduce waste, enhance durability and promote a circular economy where materials can be repurposed or recycled into new products.

Paper, once a common staple in offices, is managed judiciously in our charity. We've adopted a paperless philosophy, opting to avoid printing whenever feasible, resulting in minimal paper waste. In line with our sustainable values, we encourage our clients to embrace electronic communication channels whenever possible.

The energy efficiency of our premises is a top priority. We diligently ensure that lighting is turned off in unoccupied rooms, a simple yet impactful measure that significantly reduces our energy consumption. Our plastic usage is kept to a minimum, and we actively participate in recycling initiatives to reduce waste and promote a more sustainable approach.

We're dedicated to fostering eco-friendly practices among our employees, who are all ardent champions of this important cause. Our Environmental Policy is a living document, updated as needed to reflect our evolving commitment to environmentally responsible operations, and at a minimum, on an annual basis.

### **Achievements and performance**

#### **Year ended 31 March 2023 in summary**

In the past year, the board has taken significant steps to guide the charity's development and progression by crafting an updated 5-year strategy. The year ended 31 March 2023 was marked by consolidation, particularly after our relocation to the Colonnades.

During this period, our charity achieved a noteworthy milestone by more than doubling the number of completed screenings undertaken to 1924. We have ambitious plans to further increase this number in the coming years to c3,000. The newly established clinic at the Colonnades has been exceptionally well-received, the screening services of which consistently earn 5-star reviews from our clients.

It's worth noting that the charity remains dedicated to its mission of detecting cancer and other life-threatening illnesses within our client group. We continue to witness a significant increase in the number of referrals being made, underscoring the essential role we play in our community's health.

Our inaugural Christmas carol evening, at St Mary's Church, was a resounding success, unifying our community in a heartwarming event. The evening was open to all, free to attend, with donations gratefully received.

As we reflect on these achievements, it's clear that our charity is making great strides in expanding our impact and strengthening our ties with the community. We look forward to building on these successes and continuing to serve our mission in the year to come.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

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### **Charity shop**

Our charity shop remains a pivotal source of support, transforming unwanted items into much-needed funds that directly contribute to our services. Our shop not only serves as a steadfast community hub for our customers, but also ensures the challenges posed by the cost of living crisis are mitigated. We are delighted to report that the year ended 31 March 2023 has proven to be a historic year for our shop, achieving record performance. This provides vital financial support for our screening services.

We hold in high regard the dedication of our volunteers and employees, recognising that the success of our charity shop is inextricably linked to their tireless efforts. We extend our thanks to our committed team for their continuing hard work and resilience.

While we acknowledge that the challenging economic climate may bring lasting changes in how people volunteer and donate, the precise nature and extent of these changes will only become fully evident over time. At the forefront of our efforts, we remain committed to ensuring our charity shop offers quality products at an affordable cost.

### **Financial review**

#### **Going concern**

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

### **Investment policy**

The trustees adhere to a prudent investment policy in full compliance with the Charity Commission's guidelines. This policy entails monthly monitoring and quarterly reviews of our investments, ensuring that our financial assets are managed responsibly and in alignment with the charity's objectives. The investment policy provides clear and comprehensive guidance to our investment manager, reflecting our commitment to the sound and strategic stewardship of our resources.

### **Principal risks and uncertainties**

The Management Operations Committee remains steadfast in its commitment to addressing risk. These risks encompass not only any resurgence of COVID19 but also the challenges associated with the rising cost of living, evolving legislation and regulations related to the Care Quality Commission, Charity Commission, safeguarding, and GDPR (General Data Protection Regulation). Our financial position is subject to constant evaluation, aligning with our proactive approach to mitigate financial risks. Furthermore, the Trustees have conducted a thorough assessment of all the charity's operations, including internal financial controls, which utilise the Charity Commission's financial controls checklist, CC8. This comprehensive review has confirmed that the controls are pertinent, fitting for the charity's needs, and neither excessive nor disproportionate in their application.

### **Reserves**

In response to the challenges posed by the cost-of-living crisis and potential fluctuations in donations, the charity conducted a review of its reserves policy during the year. As a result of this evaluation, a decision was made to bolster the charity's reserves to a level equivalent to at least 9 months' budgeted expenditure, amounting to £555,000 for the upcoming year, to 31 March 2024. This prudent approach to reserve management plays a pivotal role in safeguarding the sustained fulfilment of the charity's charitable objectives. To ensure the ongoing relevance and effectiveness of this policy, the Management Operations Committee conducts biannual reviews, and the Trustees revisit the policy annually at their Autumn meeting.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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### Review Year Ended 31 March 2023

As we approach the end of another eventful financial year, it's a time for reflection and anticipation. The past months have brought about both challenges and opportunities. While the challenges may have created a sense of déjà vu, we look ahead with optimism and determination.

During the year to 31 March 2023 we continued to see positive progress on the COVID-19 front. However, we cannot ignore the far-reaching crises that emerged during this period. The war in Ukraine and the lingering cost-of-living crisis have had profound impacts on the global landscape. These issues are expected to persist in the foreseeable future and could pose considerable challenges for our financial stability.

The financial landscape for charities has become increasingly complex. The rise in costs, driven by various factors including inflation and increased demand for services, has placed significant pressure on resources. The cost-of-living crisis, in particular, has caused financial hardship for many in our community, increasing the need for our services.

Additionally, economic forecasts predicting the potential for a UK recession have added another layer of uncertainty. The prospect of reduced funding availability and potentially decreased donations due to this economic instability is a concern that we address proactively.

Despite these challenges, we remain committed to our mission. We are actively seeking innovative solutions to adapt to this ever-changing landscape. Our ability to provide vital health screenings is crucial, and we are determined to continue serving our community to the best of our abilities. To help mitigate financial risks, we are actively exploring opportunities to diversify our revenue streams. This includes expanding our partnerships, exploring grant opportunities and optimising our fundraising efforts.

We are diligently managing costs, via strategic cost management, and optimising operational efficiency, ensuring that every pound we receive is directed towards our core mission.

Despite all the uncertainty of the economic outlook, the charity had another excellent financial year, total funds were increased to £718,337 (2022: £651,416), of which £Nil (2022: £151) are restricted. After allowing for the funds tied up in Fixed Assets, Intangible Assets, Designated Funds and Restricted Funds, Free Reserves equal £339,089 (2022: £445,759). The results ensured we were able to increase our reserves to a more appropriate level to safeguard the ongoing services of the charity.

Our allocation of designated funds is intended to further our mission in response to the escalating demand for our services. The decision aligns with our five-year strategy, which focuses not only on maintaining service quality but also on expanding our demographic reach within the community.

This is pivotal to the achievement of several key objectives. Firstly, the funds will support the expansion of our existing services and the introduction of new programmes that align with our mission. Additionally, we aim to extend our services to a wider demographic, ensuring equitable access across various communities. The funds will empower us to invest in innovative solutions and technology, enhancing the efficiency and effectiveness of our services. A portion of these funds will be allocated to capacity-building initiatives, including training and development for our staff and volunteers, to accommodate this increased demand for our services. Lastly, the funds will also facilitate the exploration and establishment of strategic partnerships with other organisations, fostering collaborations that amplify the impact of our charitable endeavours.

As we embark on these strategic initiatives, our commitment to responsible financial management remains steadfast. Regular reviews and assessments will guide the deployment of these funds to ensure alignment with our organisational goals, adapting to evolving priorities and community needs.

We are confident this strategy will play a pivotal role in realising our mission and creating a lasting positive impact on the communities we serve.

Monies have been spent on equipping a further screening room and increasing the clinical headcount to achieve an increase in screenings. £150,000 was allocated to support the development of the charity to double its screening numbers by year ending 31 March 2024.

The majority of our funds are unrestricted. Where funds are received that are restricted in their application to specific purposes or activities, these are held in a restricted fund and spent accordingly.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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The charity's Free Reserves are held in a combination of M&G Charibonds and in the Quilter Cheviot Global Income & Growth Fund for Charities. This more diverse approach helps ensure that investments deliver the best overall financial return, within a risk profile that is commensurate with the charitable objectives and financial circumstances.

The charity will continue to hold sufficient cash with their bankers, Barclays Bank PLC, to meet immediate cashflow requirements. The longer-term investment portfolio is invested in assets that are easily realisable within either a three or twelve month period.

As we navigate the ever-evolving financial landscape, we have in place a robust funding and financial strategy. The generosity of those who contribute through standing orders has remained steadfast, offering a stable source of income that supports our financial stability. This ongoing support is invaluable in ensuring the continuation of our mission. In light of the recent cost-of-living crises, we have observed a reduction in the value of one-off donations from individuals. This trend reinforces the importance of our donor retention efforts, which will remain paramount in sustaining our services.

Charity Shop income continues to increase, and we have plans in place to further enhance its performance. This income is essential in supplementing our resources.

In the face of growing costs, we maintain a prudent financial approach to safeguard the sustainability of our charity and, by extension, the well-being of those who benefit from our services.

We extend our heartfelt thanks to everyone who continues to support us through their donations, legacies, fundraising, grants and unwavering dedication. Your contributions are the lifeblood of our health screening services and without them our mission would not be possible.

As we look to the future, we acknowledge the persistent challenges within the financial landscape. However, our commitment to the Mary How Trust's mission remains steadfast. Your ongoing support is the cornerstone of our ability to adapt, innovate, and continue making a significant impact on the lives of those we serve. Together, we approach the future with a resolute sense of purpose, fully aware that our work is more vital than ever.

#### **Plans for future periods**

In planning for the future, the charity has undertaken significant initiatives to drive the charity's growth and improve services.

An updated 5-year strategy was put in place towards the end of the financial year, setting the course for the charity's growth and development. This strategy will guide our efforts in the coming years.

**Community Engagement:** We are redoubling our efforts to engage with the community, emphasising the importance of our services and health screening. Our aim is to raise awareness and educate the public about the crucial role health screening plays in early detection and prevention.

**Financial Growth:** Recognising the need for financial growth, we will welcome a fundraising manager to our team. This addition will enhance our ability to secure grants and organise fundraising events. In the year to 31 March 2024, we aim to raise a minimum of £75,000 increasing to £130,000 in the year to 31 March 2025, which will be pivotal in expanding our services to meet the increasing demand within our community.

**Commitment to Growth:** Our commitment to progress and growth remains unwavering. We are dedicated to enhancing our services and facilities, ensuring that we offer the highest level of support to our beneficiaries.

**Risk Mitigation:** Our trustees have assessed the major risks confronting our charity. We want to assure our stakeholders that robust systems are in place to mitigate these risks and safeguard the continuity of our services.

**Key Objectives for the Future:** In our ongoing pursuit of excellence and growth we have outlined several key objectives for the upcoming periods:

**Capacity Expansion:** Grow the number of screenings at the Pulborough site, with the goal of reaching circa 2,300 to year end 31 March 2024.



# THE MARY HOW TRUST FOR CANCER PREVENTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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**Community Awareness:** Create awareness of the MHT's services within an accessible catchment area of Pulborough to ensure that our services are available to those who need them.

**Accessibility and Inclusivity:** Assess and implement strategies to make our services available to all adults over 18, regardless of location, diversity, and socioeconomic status, ensuring inclusivity for disadvantaged individuals.

**Service Enhancement:** Continue to develop and improve our screening service, incorporating new technologies to stay at the forefront of medical advancements.

**Data Utilisation:** Fully leverage collected data for marketing, brand development, and medical insights while adhering to GDPR guidelines to protect individual privacy.

**Healthcare Professional Collaboration:** Develop stronger relationships with local healthcare professionals (HCPs) and create a Medical Advisory Board who will share their skills, guidance, and knowledge with us - offering advice and best practice that in turn will help us achieve our goals.

Covering clinical/medical, scientific and healthcare-related issues, they will help inform and help us better understand the external environment, clinical and medical issues, and any unmet screening needs.

**Replication Model:** Develop, assess, and potentially implement a process by which we can serve as a template for the creation of one or more new sites or charities outside the Pulborough catchment area or implement a mobile screening service.

With our current chair, Michael Follis, retiring in 2023 John Ellis will take the position in November. As a cancer survivor who personally experienced the challenges of a late-stage diagnosis, John is acutely aware of the critical importance of early detection for cancer and other life-threatening illnesses. He has long been an admirer of The Mary How Trust's impactful work in the local community, positively affecting so many lives. With his recent retirement from a full-time career spanning four decades, John now intends to channel his extensive skills and experience toward supporting the charity and adding significant value to its mission. We are excited to welcome John to our team as he brings his wealth of experience to further our cause.

In summary, the future holds boundless possibilities. We are committed to a future of growth, community engagement, and the ongoing improvement of our services. With these initiatives in place, we are dedicated to fulfilling our mission and will continue to make a significant impact on the lives of individuals we serve.

#### Structure, governance and management

##### ***Constitution***

The Mary How Trust, founded in June 1988, is a charitable company limited by guarantee, incorporated on 25 July 2007. It is governed by the Memorandum and Articles of Association of the charitable company and is controlled by a board of trustees whose members are elected at the Annual General Meeting and are directors for the purposes of company law and trustees for the purposes of charity law. Registered charity number 1122393; Company Registration No: 06324356.

The vision, mission and values of The Mary How Trust guide us and remain as important today as they were when the charity was first formed back in 1988.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M A C Follis	(Resigned 14 November 2022)
B P Lavin	
J A Ross	
J H Barder	(Resigned 3 October 2023)
S Cemm	
M C Wratten	(Resigned 14 November 2022)
S L Trownson	(Appointed 1 May 2022)
D P Mathieson	(Appointed 28 February 2023)
C Meeking	(Appointed 28 February 2023)
N Stanbury	

# THE MARY HOW TRUST FOR CANCER PREVENTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

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C Scaramanga

(Appointed 14 November 2022)

Mr J H G Ellis

(Appointed 16 October 2023)

### **Appointment and election of Trustees**

The management of our charity rests with our dedicated Trustees, each contributing their unique knowledge, skills, and passion to advance the charity's mission. They bear the critical responsibility of steering the charity's strategic course, ensuring its continued growth and impact. Guided by the provisions outlined in the Articles of Association, our Trustees, whether elected or co-opted, possess the authority to appoint new Directors/Trustees, when necessary, thus reinforcing our commitment to the charity's long-term success.

### **Induction and training of Trustees**

In alignment with the Charity Commission's guidance on trustees' induction and training, our Board places great emphasis on recruiting trustees with specific skills that can significantly contribute to the charitable company. Prospective trustees or directors are required to initiate their engagement by writing to the Chair of the Board and providing a comprehensive curriculum vitae. To support their integration, we provide a Trustee Information Pack and facilitate initial discussions, followed by interviews. Newly appointed trustees undertake a probationary period before their formal confirmation, which is ratified at the next scheduled Annual General Meeting (AGM).

In adherence to regulatory requirements and good governance principles, all new trustees undergo a thorough induction process. This induction includes a comprehensive understanding of their legal obligations under charity and company law, as well as familiarity with the contents of the Memorandum and Articles of Association. Additionally, we ensure that they are well-informed about the committee structure, decision-making processes, and the recent financial performance of the charity. To further enhance their knowledge, they are provided with the Charity Commission booklet 'CC3: The Essential Trustee'. We also encourage our Board members to engage in relevant external and online training events, which are financially supported by the charity, enhancing their effectiveness in fulfilling their roles.

Trustees do not hold any beneficial interest in the company and all of them are members of the company. We firmly believe that good governance is fundamental to our success and take our trustee responsibilities seriously.

Our organisational structure and decision-making processes are continually reviewed by the Board of Trustees. The full Board convenes four times a year to discuss and determine the charity's direction. In addition, we have established the Management Operations Committee, which meets monthly (except during quarterly Board meetings) to oversee and guide the operational and financial aspects of the charitable company. This committee comprises the Chair, Deputy Chair, Finance Director, three Trustees, the Chief Executive Officer, and the Practice Manager/Head of Operations. The Board delegates day-to-day operational matters with a single spend limit of £20,000 to this committee, while annual financial controls are entrusted to the Finance Director.

Our meetings follow a structured agenda that includes standing items such as comprehensive management account reporting, risk assessments, health and safety considerations, incident management, and safeguarding. Additionally, we engage in subgroups as needed. The day-to-day management of the charity is delegated to the Senior Management Team.

We are deeply committed to active risk management, addressing the major risks to which the charity may be exposed. Our systems are designed to mitigate these risks, incorporating a risk management matrix and a business continuity plan, both of which undergo regular reviews. Risk is a recurring agenda item at the Management Operations Committee and Trustee meetings. We continue to risk assess any exposure to COVID-19 thus minimising the virus's financial and operational impact.

The charity operates under the oversight of regulatory bodies, including the Charity Commission, Companies House, and the Care Quality Commission.

### **Personnel**

The Mary How Trust is dedicated to attracting and retaining a highly skilled workforce. Our commitment to our employees is reflected in our comprehensive approach to communication, performance management, and professional development. We prioritise keeping our employees well-informed about our organisational strategy and objectives, conducting regular performance reviews throughout the year, and fostering a culture of continuous learning and personal development.



# THE MARY HOW TRUST FOR CANCER PREVENTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

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Our key management team comprises essential personnel, including the Chief Executive Officer, Practice Manager/Head of Operations, Lead Health & Wellbeing Screening Nurses, Ultrasound Lead, and Charity Shop Manager. In support of our commitment to a well-rounded approach, we also engage volunteers for specific tasks, ensuring that we manage administration, charity shop coverage, and fundraising effectively.

As part of our dedication to our employees' financial well-being, we contribute a specified amount to either a workplace scheme, such as The People's Pension, or to an individual employee's personal pension, helping them secure their financial future. Additionally, our employees enjoy the benefit of access to our health screening service, promoting their well-being and overall health.

In the past year, the Board of Trustees witnessed the departure of three longstanding members, Patrick Lavin, who retired; Stuart Trownson, and Sean Cemm, both of whom resigned due to other commitments; and we express our gratitude to each of them for their invaluable contributions and unwavering support. Wishing Patrick Lavin, a fulfilling retirement ahead, we extend our sincere appreciation for their dedicated service.

### Remuneration of key personnel

The annual review of the Chief Executive Officer's salary is conducted by the Board of Trustees. For all other salary rates, the Management Operations Committee assesses and formulates recommendations for potential pay reviews. These recommendations are presented to the Board for their approval, followed by the necessary implementation.

Recognising the paramount importance of our dedicated employees, the Mary How Trust Board places great emphasis on maintaining competitive remuneration packages within our sector. To achieve this goal, we regularly benchmark our pay scales against those of other charities and local companies providing comparative services and/or roles. This practice ensures that we remain at the forefront of offering competitive compensation that reflects the value and commitment of our workforce.

### Diversity

Diversity and inclusivity are cornerstones of our charity's values. We are resolute in our commitment to promoting equality across all dimensions, including but not limited to gender, race, sexual orientation, religious beliefs, and socioeconomic status. We embrace our duty to provide services that are not only open but also inclusive, catering to the multifaceted needs of our diverse society.

Our dedication to diversity extends to every facet of our charity. We are unwavering in our pursuit of a workforce, volunteer base, and board of trustees that accurately mirror the rich tapestry of the communities we serve. We invest in the development of comprehensive recruitment and retention policies and processes that are equitable, allowing us to create a more representative team.

Our employees and volunteers receive robust support in championing fairness and inclusivity in all aspects of our work. As a charity that interacts with a diverse cross-section of society, we have implemented mechanisms to ensure the preservation of respect and dignity in every interaction. In embracing diversity, we enrich the quality of our service and strengthen our bonds with the communities we are privileged to serve.

### Appointment of Independent Examiners

Carpenter Box have expressed their willingness to stand for reappointment and a resolution proposing their reappointment will be put forward at the annual general meeting of the charity.

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



**M A C Follis**

Trustee

Dated: 20-11-2023

# THE MARY HOW TRUST FOR CANCER PREVENTION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE MARY HOW TRUST FOR CANCER PREVENTION

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I report to the trustees on my examination of the financial statements of The Mary How Trust For Cancer Prevention (the charity) for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

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

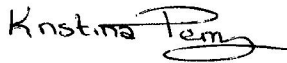
#### **Independent examiner's statement**

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

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.



Carpenter Box

Amelia House  
Crescent Road  
Worthing  
West Sussex  
BN11 1RL

Dated: 29/11/23.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
<b>Income from:</b>							
Donations and legacies	3	596,872	10,944	607,816	698,732	14,800	713,532
Other trading activities	4	111,923	-	111,923	112,252	-	112,252
Investments	5	10,786	-	10,786	7,748	-	7,748
Material other income	6	8,542	-	8,542	-	-	-
<b>Total income</b>		<b>728,123</b>	<b>10,944</b>	<b>739,067</b>	<b>818,732</b>	<b>14,800</b>	<b>833,532</b>
<b>Expenditure on:</b>							
Raising funds	7	52,747	-	52,747	53,832	-	53,832
Charitable activities	8	585,413	11,095	596,508	467,140	2,500	469,640
Material other expenditure		-	-	-	170,914	22,912	193,826
<b>Total resources expended</b>		<b>638,160</b>	<b>11,095</b>	<b>649,255</b>	<b>691,886</b>	<b>25,412</b>	<b>717,298</b>
Net gains/(losses) on investments	12	(22,891)	-	(22,891)	(18,033)	-	(18,033)
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>67,072</b>	<b>(151)</b>	<b>66,921</b>	<b>108,813</b>	<b>(10,612)</b>	<b>98,201</b>
Fund balances at 1 April 2022		651,265	151	651,416	542,452	10,763	553,215
<b>Fund balances at 31 March 2023</b>		<b>718,337</b>	<b>-</b>	<b>718,337</b>	<b>651,265</b>	<b>151</b>	<b>651,416</b>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	13		69,248		55,506
Investments	14		445,395		499,991
			<u>514,643</u>		<u>555,497</u>
<b>Current assets</b>					
Debtors	16	12,710		7,215	
Investments	17	160,000		-	
Cash at bank and in hand		92,333		131,146	
		<u>265,043</u>		<u>138,361</u>	
<b>Creditors: amounts falling due within one year</b>	18	(61,349)		(42,442)	
Net current assets			<u>203,694</u>		<u>95,919</u>
<b>Total assets less current liabilities</b>			<u>718,337</u>		<u>651,416</u>
<b>Income funds</b>					
Restricted funds	19		-		151
<u>Unrestricted funds</u>					
Designated funds	20	310,000		150,000	
General unrestricted funds		<u>408,337</u>		<u>501,265</u>	
			<u>718,337</u>		<u>651,265</u>
			<u>718,337</u>		<u>651,416</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 20-11-2023



M A C Follis  
Trustee

Company Registration No. 06324356

# THE MARY HOW TRUST FOR CANCER PREVENTION

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	24		98,606		154,892
<b>Investing activities</b>					
Purchase of tangible fixed assets		(19,910)		(61,673)	
Purchase of investments		(588,295)		(160,000)	
Proceeds on disposal of investments		460,000		50,000	
Investment income received		10,786		7,748	
<b>Net cash used in investing activities</b>			(137,419)		(163,925)
<b>Net cash used in financing activities</b>			-		-
<b>Net decrease in cash and cash equivalents</b>			(38,813)		(9,033)
Cash and cash equivalents at beginning of year			131,146		140,179
<b>Cash and cash equivalents at end of year</b>			92,333		131,146

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

##### Charity information

The Mary How Trust for Cancer Prevention is a private limited company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member.

The registered address of the charitable company is Units 1&2, The Colonnades, 17 London Road, Pulborough, West Sussex, England RH20 1AS.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Charities SORP (FRS 102), the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

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

#### 1.2 Going concern

The financial statements have been prepared on a going concern basis. The trustees have considered relevant information, including the annual budget and the impact of subsequent events, in making their assessment.

Based on these assessments and having regard to the resources available to the entity, the trustees have concluded that there is no material uncertainty in relation to the appropriateness of continuing to adopt the going concern basis in preparing the annual report and 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.

#### 1.4 Income

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

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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

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



# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

(Continued)

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

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

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity.

Expenditure on raising funds includes all expenditure incurred by the company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

#### 1.6 Tangible fixed assets

Tangible fixed assets costing £10,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

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:

Leasehold improvements	On a straight line basis, to the lease break date
Plant and equipment	33.3% straight line basis
Fixtures and fittings	33.3% straight line basis

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

#### 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.

Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

(Continued)

##### 1.8 Impairment of fixed assets

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

##### 1.9 Cash and cash equivalents

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

##### 1.10 Financial instruments

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

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

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

##### **Basic financial assets**

Basic financial assets, which include 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.

##### 1.11 Employee benefits

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

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

##### 1.12 Retirement benefits

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



# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 2 Critical accounting estimates and judgements

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

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

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	492,042	9,547	501,589	388,803	1,000	389,803
Legacies receivable	8,200	-	8,200	221,585	-	221,585
Grants	-	1,397	1,397	30,074	13,800	43,874
Other	96,630	-	96,630	58,270	-	58,270
	<u>596,872</u>	<u>10,944</u>	<u>607,816</u>	<u>698,732</u>	<u>14,800</u>	<u>713,532</u>

During the prior year, government grants of £11,726 were received in relation to the Coronavirus Job Retention Scheme and £15,809 in relation to local authority grants. No such income was received in the current year.

### 4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Fundraising events	565	-
Shop	104,122	104,877
Other	7,236	7,375
Other trading activities	<u>111,923</u>	<u>112,252</u>

There was no restricted income from other trading activities in the current or comparative year.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 5 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Bank interest	357	290
Interest receivable	10,429	7,458
	<u>10,786</u>	<u>7,748</u>

There was no restricted income from investment activities in the current or comparative period.

### 6 Material other income

Material other income relates to the retentions returned from the remedial repairs to the property.

### 7 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	5,819	7,399
Staff costs	33,220	30,947
	<u>39,039</u>	<u>38,346</u>
Fundraising and publicity		
<u>Trading costs</u>		
Operating charity shops	13,708	15,486
	<u>52,747</u>	<u>53,832</u>

There was no restricted expenditure on raising funds in the current or comparative year.

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 8 Charitable activities

	Health screening and advice 2023 £	Health screening and advice 2022 £
Staff costs	348,428	237,151
Depreciation and impairment	6,168	15,120
Screening supplies	115,507	76,616
Accommodation costs	37,903	48,060
Insurance	6,607	5,322
Cleaning and medical waste disposal	9,015	6,026
Repairs to equipment	11,596	6,182
Printing, stationery, postage and telephone	2,549	2,867
Sundry	21,453	21,863
Screening	2,222	2,016
Bank interest and charges	1,303	1,216
Agency staff	-	14,113
	<u>562,751</u>	<u>436,552</u>
Share of support costs (see note 9)	11,826	6,147
Share of governance costs (see note 9)	21,931	26,941
	<u>596,508</u>	<u>469,640</u>
<b>Analysis by fund</b>		
Unrestricted funds	585,413	467,140
Restricted funds	11,095	2,500
	<u>596,508</u>	<u>469,640</u>

## THE MARY HOW TRUST FOR CANCER PREVENTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Support costs	Support costs	Governance costs	2023 Support costs		Governance costs	2022	Basis of allocation
	£	£	£	£	£	£	
Staff costs	11,826	16,047	27,873	6,147	15,655	21,802	Time spent on activity
Accountancy	-	2,856	2,856	-	936	936	Governance
Independent examiner fee	-	2,750	2,750	-	2,600	2,600	Governance
Legal and professional	-	278	278	-	7,750	7,750	Governance
	<u>11,826</u>	<u>21,931</u>	<u>33,757</u>	<u>6,147</u>	<u>26,941</u>	<u>33,088</u>	
Analysed between							
Charitable activities	11,826	21,931	33,757	6,147	26,941	33,088	

The independent examiner's remuneration amounts to an independent examiner fee of £2,750 (2022 - £2,600) and payroll services and VAT advice of £1,975 (2022 - £936).

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 10 Trustees

No trustees received any remuneration or other benefits, and no trustee expenses have been reimbursed by the charity, in either the current or comparative year.

### 11 Employees

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

	2023 Number	2022 Number
Average number of employees	19	18

#### Employment costs

	2023 £	2022 £
Wages and salaries	372,625	266,498
Social security costs	22,923	14,318
Other pension costs	13,973	9,084
	409,521	289,900

The total redundancy payments for the year were £nil (2022 - £1,495).

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

### 12 Net gains/(losses) on investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Gain/(loss) on sale of investments	(22,891)	(18,033)

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 13 Tangible fixed assets

	Leasehold improvements £	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>				
At 1 April 2022	64,592	57,217	480	122,289
Additions	-	19,910	-	19,910
At 31 March 2023	64,592	77,127	480	142,199
<b>Depreciation and impairment</b>				
At 1 April 2022	9,086	57,217	480	66,783
Depreciation charged in the year	6,168	-	-	6,168
At 31 March 2023	15,254	57,217	480	72,951
<b>Carrying amount</b>				
At 31 March 2023	49,338	19,910	-	69,248
At 31 March 2022	55,506	-	-	55,506

### 14 Fixed asset investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 April 2022	499,991
Additions	428,295
Valuation changes	(22,891)
Disposals	(460,000)
At 31 March 2023	445,395
<b>Carrying amount</b>	
At 31 March 2023	445,395
At 31 March 2022	499,991

### 15 Financial instruments

	2023 £	2022 £
<b>Carrying amount of financial assets</b>		
Instruments measured at fair value through profit or loss	605,395	499,991

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

<b>16 Debtors</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year:		
Trade debtors	175	-
Prepayments and accrued income	12,535	7,215
	<u>12,710</u>	<u>7,215</u>
<b>17 Current asset investments</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Unlisted investments	160,000	-
	<u>160,000</u>	<u>-</u>
<b>18 Creditors: amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Other taxation and social security	7,604	7,166
Trade creditors	43,247	27,069
Other creditors	5,275	3,754
Accruals and deferred income	5,223	4,453
	<u>61,349</u>	<u>42,442</u>

## THE MARY HOW TRUST FOR CANCER PREVENTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

#### 19 Restricted funds

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

	Movement in funds			Movement in funds			Balance at 31 March 2023
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	
	£	£	£	£	£	£	£
P Barder Appeal	4,253	-	(4,253)	-	-	-	-
Billingshurst Lions	1,750	1,000	(2,599)	151	2,105	(2,256)	-
Sussex Community Foundation	4,000	-	(4,000)	-	-	-	-
Emma Lavender Fund	760	-	(760)	-	-	-	-
Bowerman Trust	-	10,000	(10,000)	-	-	-	-
Hendy Foundation	-	1,300	(1,300)	-	-	-	-
Together Against Cancer	-	2,500	(2,500)	-	-	-	-
Equipment for Room 3	-	-	-	-	7,943	(7,943)	-
Defibtech	-	-	-	-	895	(895)	-
	10,763	14,800	(25,412)	151	10,943	(11,094)	-



## THE MARY HOW TRUST FOR CANCER PREVENTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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#### 19 Restricted funds

(Continued)

P Barden Appeal

This fund was used for the purchase of equipment in the new premises.

Billingshurst Lions

This fund was used for the purchase of clinical equipment (ECG).

Sussex Community Foundation

This fund was used for the purchase of clinical equipment for the new premises.

Emma Lavender Fund

This fund was used for the purchase of clinical equipment.

Bowerman Trust

This fund was used for the purposes of Colonnades improvements.

Hendy Foundation

This fund was used for the purchases of new clinical equipment (BP monitor/Body Analysis scales/Information flyers).

Together Against Cancer

This fund was used for the purposes of health screenings.

## THE MARY HOW TRUST FOR CANCER PREVENTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

#### 20 Designated funds

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

	Movement in funds					Movement in funds				
	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023	
	£	£	£	£	£	£	£	£	£	
Fund to support increase in clinical accommodation to increase screening numbers	-	-	-	150,000	150,000	-	-	-	150,000	
Short term investments	-	-	-	-	-	-	-	160,000	160,000	
	-	-	-	150,000	150,000	-	-	160,000	310,000	

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 21 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:						
Tangible assets	69,248	-	69,248	55,506	-	55,506
Investments	445,395	-	445,395	499,991	-	499,991
Current assets/(liabilities)	203,694	-	203,694	95,768	151	95,919
	<u>718,337</u>	<u>-</u>	<u>718,337</u>	<u>651,265</u>	<u>151</u>	<u>651,416</u>

### 22 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023	2022
	£	£
Within one year	26,028	26,028
Between two and five years	104,112	104,112
In over five years	80,253	106,281
	<u>210,393</u>	<u>236,421</u>

### 23 Related party transactions

Aggregate donations received from trustees during the year amounted to £188 (2022 - £443).

Mrs S Ross, the wife of Mr J Ross, a representative on the board of trustees and the finance director, was employed as the lead shop manager and was paid £25,480 (2022 - £25,128) in salary and pension.

Mr M Follis, chair of the board of trustees, is also a trustee of The Bowerman Charitable Trust, which made a grant to the charity during the prior year of £10,000. No income has been received from The Bowerman Charitable Trust in the current year.

There are no further related party transactions which require disclosure under FRS 102 SORP 2019.

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023	2022
	£	£
Aggregate compensation	<u>128,638</u>	<u>107,866</u>

# THE MARY HOW TRUST FOR CANCER PREVENTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

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<b>24</b>	<b>Cash generated from operations</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
	Surplus for the year	66,921	98,201
	Adjustments for:		
	Investment income recognised in statement of financial activities	(10,786)	(7,748)
	Loss on disposal of investments	22,891	18,033
	Depreciation and impairment of tangible fixed assets	6,168	15,120
	Movements in working capital:		
	(Increase) in debtors	(5,495)	(717)
	Increase in creditors	18,907	32,003
	<b>Cash generated from operations</b>	<b>98,606</b>	<b>154,892</b>
		<hr/>	<hr/>
<b>25</b>	<b>Analysis of changes in net funds</b>		
	The charity had no debt during the year.		