

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021  
FOR  
SUE YOUNG CANCER SUPPORT IN  
LEICESTERSHIRE AND RUTLAND**

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

# **SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND**

## **CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

---

	<b>Page</b>
<b>Report of the Trustees</b>	1 to 5
<b>Independent Examiner's Report</b>	6
<b>Statement of Financial Activities</b>	7
<b>Balance Sheet</b>	8 to 9
<b>Notes to the Financial Statements</b>	10 to 21
<b>Detailed Statement of Financial Activities</b>	22 to 23

---

# **SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

---

The Trustees, who are also Directors, present their report along with their unaudited financial statements for the year ended 31 March 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (FRS 102 SORP) "Accounting and Reporting by Charities" issued in 2014 in preparing the annual report and financial statements of the charity.

### **Objectives and Activities**

The Charity's objectives are to provide practical and emotional support to anyone affected by cancer in Leicestershire and Rutland which includes their families, their carers and friends.

During the reporting year, the Charity's services were severely curtailed by the Covid-19 pandemic which began with the first National lockdown in March 2020 extending beyond the 31 March 2021 year end. The Charity takes the safety of our staff, volunteers and service users seriously and, consequently, the Charity provided a reduced service in line with the National guidelines and the local lockdown rules. The services provided during this time included Counselling (face to face, telephone and virtual), Complementary Therapies (part of the year only), Befriending (telephone only), Telephone Support and Information. No Support groups, activities or Time Out Groups were permitted to meet during this period.

### **Summary of Main Achievements**

Despite the challenges brought about by the pandemic the charity marked some significant achievements and made considerable progress in a number of areas. Leicester had been particularly hit hard by Covid-19, being the first area to enter local lockdown. In common with many charities, we experienced a sharp reduction in donations and grant funding.

The Charity was pleased to welcome an Events Manager to the staff team and an experienced Charity worker who regularly provided administration support.

In this period the Charity also negotiated the acquisition of the charity Supporting Confidence Through Exercise (SCTE) - this enabled the charity to deliver a variety of exercise classes for our service users facilitated by the Activities Coordinator who previously worked for SCTE.

Working with some of the local training providers we began recruiting vital volunteers for our counselling and complementary therapies services, both trained and those in training. The charity has experienced some funding and fundraising success during this period most notably our 'Sponsor a Candle' initiative to mark 40 years of supporting people affected with cancer. There was also funding to help redecorate Helen Webb House refreshing the whole building.

We are now in a position to report that we have agreed a partnership deal with Spectrum Health, a leading health provider in Leicestershire. The 5 year partnership will add another strand of income, referrals and promotion of services. Development is still in progress and in the forthcoming year we will focus on the following areas:

- Recruiting new Board members, especially those with experience and specialist skills
- Developing the current staff and recruiting when finances allow
- Upgrading our IT systems to allow us to embrace the growth of the digital age
- Following the Covid-19 lockdown, reopen all of our services, particularly our much loved and missed Time Out Groups

### **Governance**

# **SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

---

The Charity was established in 1981 and became a charitable company Limited by Guarantee in 2008. It is governed by a Memorandum and Articles of Association. The Charity is governed by a Board of Trustees which usually meets every 2 months.

The Board is authorised to appoint new Trustees to fill any vacancies, using a selection procedure consisting of submission of a Curriculum Vitae and supporting application, followed by an Interview Panel, references and a DBS check. The Trustees receive regular performance reports from the Operations Manager, who has delegated authority, concerning management, operations, fundraising, finance and staffing.

Key notes of the financial year:

- The Board had been supported by 2 advisors to guide them through their most difficult time, including a Temporary Advisory Acting Chair. One of the advisors has departed having completed his role.
- Coping with Cancer in Leicestershire and Rutland became Sue Young Cancer Support in Leicestershire and Rutland.

### **Management**

Throughout the year, Sue Young Cancer Support was managed by an Operations Manager who was responsible for all staff and accountable to the Board of Directors. A senior member of staff was promoted to Charity Manager in August 2021.

### **Management of Risk and COVID-19**

The Trustees are aware of the risk factors involved with the running of a registered Charity. The Trustees have a risk management strategy which comprises a regular review of risks the Charity may face, the establishment of systems and procedures to manage and mitigate those, and a review of all procedures/policies regularly to ensure that any identifiable risks are appropriately dealt with.

The Charity has also adopted a Pandemic Policy along with a Covid-19 Health and Safety Policy and Risk Assessment. The Charity takes the safety of our staff, volunteers and service users seriously and, consequently, the Charity provided a reduced service in line with the National guidelines and the local lockdown rules.

### **Finance and Funding**

The total income for the year was £211,763 (2020: £149,986) which, after deducting expenditure of £157,868 (2020: £214,064) resulted in net incoming resources of £53,895 (2020: net expenditure of £64,078). At 31 March 2021 the charity had total reserves of £753,959 (2020 £700,064).

During the year, the Charity planned a large event to celebrate the 40th Anniversary of the foundation of the Charity, scheduled to take place in August 2021. Unfortunately, due to Covid restrictions, the event has had to be postponed to 2022. Expenditure of £74,375 was incurred during the year, but a 3rd party has agreed to take over the running of the postponed event and to reimburse the Charity for expenses incurred, to be repaid late December 2021, leaving the Charity in a no loss situation.

The Charity has forged links with local partners, such as the local authorities in Leicestershire and Rutland, as well as GP and hospital services, from which the Charity receives regular referrals. A wide range of funders and donors have provided varying degrees of support, and we will continue to work hard to improve our ongoing relationships with both funders and other supporters.

### **Reserves Policy**

Sue Young Cancer Support in Leicestershire & Rutland has identified that a minimum level of unrestricted reserve funds should be set to counterbalance trading uncertainty and produce a base level for stability.

# **SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

---

The Board has identified that the level of unrestricted funds held should be set at a minimum level of six months' unrestricted expenditure on charitable activities, being the level suggested by the Charity Commission. In the 2021 financial period, 6 months of unrestricted expenditure was £72,694. The Trustees have also decided that the value of the freehold property should be excluded from the value of unrestricted funds held at the year-end for the purpose of reviewing this policy. The level of unrestricted funds held as at 31 March 2021 excluding the value of the freehold property was £140,824 (2020: £90,561).

This policy and the financial data will be kept under strict review at each Board Meeting, and adjusted as the Board finds appropriate and necessary, based on guidance from the financial advisors and events during the coming year.

### **Our Volunteers**

The Charity relies on volunteers to deliver the majority of its services. Around 50 volunteers offer their time to the Charity, as counsellors, complementary therapists, befrienders, and help at support groups and at fundraising events. The contributions of our volunteers enrich the work of the Charity and without their support, we would not be able to offer the range and depth of services we have provided. Their support is invaluable, and will continue to be so as we move into the next period, and we are greatly indebted to all our volunteers. The Trustees look forward to the time when we are able to host the annual Volunteer Thank You evening to appreciate the dedication, commitment and voluntary assistance of our volunteers.

### **Public Benefit**

The Trustees have complied with their duty to have regard to the guidance on public benefit published by the Charity Commission in exercising their duties. Our main activities and who we help are explained above. All our charitable activities focus on the provision of information and support to those affected by cancer and are undertaken to further our charitable purposes for the public benefit.

### **Trustees' Responsibility Statement**

The Trustees (who are also directors of Sue Young Cancer Support in Leicestershire and Rutland for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

# **SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

---

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the provision and detection of fraud and other irregularities.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Company number**

06362972 (England and Wales)

#### **Registered Charity number**

1124057

#### **Registered office**

Helen Webb House  
35 Westleigh Road  
Leicester  
Leicestershire  
LE3 0HH

#### **Trustees**

Ms L O'Boy Chair (resigned 4.6.2021)  
Mrs R Huthwaite  
Mr W Richmond Acting Chair (appointed 30.7.2020)  
Mrs S J Havinden (appointed 22.5.2020)  
Mr B Singh Poonia (appointed 22.5.2020) (resigned 9.8.2021)  
Mr N Inge (appointed 30.10.2020) (resigned 30.4.2021)  
Prof W F Fagan (appointed 14.10.2020)  
Mr R J P Clarke (appointed 30.4.2021)

Mr W Richmond was appointed as a Trustee on 30/07/2020, following Ms L O'Boy's resignation as Chair on 04/06/2021, he also became the Acting Chair as at this date.

#### **Independent Examiner**

Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

# **SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

---

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 15 December 2021 and signed on its behalf by:

Mr W Richmond - Trustee

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND**

---

## **Independent examiner's report to the trustees of Sue Young Cancer Support in Leicestershire and Rutland ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

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

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

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

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

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

### **Use of our report**

This report is made solely to the charity's members. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our work, for this report, or for the opinions we have formed.

Mr P Bott FCA BSc (Hons)  
Mark J Rees LLP Chartered Accountants  
Granville Hall  
Granville Road  
Leicester  
Leicestershire  
LE1 7RU

20 December 2021



# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
	Notes				
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	174,023	25,616	199,639	146,050
<b>Charitable activities</b>	4				
Cancer support services		1,321	-	1,321	3,761
Investment income	3	109	-	109	175
Other income		10,694	-	10,694	-
<b>Total</b>		<b>186,147</b>	<b>25,616</b>	<b>211,763</b>	<b>149,986</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
Cancer support services		145,387	12,481	157,868	214,064
<b>NET INCOME/(EXPENDITURE)</b>		<b>40,760</b>	<b>13,135</b>	<b>53,895</b>	<b>(64,078)</b>
<b>Transfers between funds</b>	15	<b>9,503</b>	<b>(9,503)</b>	<b>-</b>	<b>-</b>
<b>Other recognised gains/(losses)</b>					
Gains on revaluation of fixed assets		-	-	-	269,654
<b>Net movement in funds</b>		<b>50,263</b>	<b>3,632</b>	<b>53,895</b>	<b>205,576</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>690,561</b>	<b>9,503</b>	<b>700,064</b>	<b>494,488</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>740,824</b>	<b>13,135</b>	<b>753,959</b>	<b>700,064</b>

The notes form part of these financial statements

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## BALANCE SHEET 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	600,372	-	600,372	600,604
<b>CURRENT ASSETS</b>					
Debtors	12	6,288	74,375	80,663	10,451
Cash at bank and in hand		138,310	13,135	151,445	137,813
		144,598	87,510	232,108	148,264
<b>CREDITORS</b>					
Amounts falling due within one year	13	(4,146)	(74,375)	(78,521)	(48,804)
<b>NET CURRENT ASSETS</b>		140,452	13,135	153,587	99,460
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		740,824	13,135	753,959	700,064
<b>NET ASSETS</b>		740,824	13,135	753,959	700,064
<b>FUNDS</b>	15				
Unrestricted funds				740,824	690,561
Restricted funds				13,135	9,503
<b>TOTAL FUNDS</b>				753,959	700,064

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements

# **SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND**

## **BALANCE SHEET - continued 31 MARCH 2021**

---

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

The financial statements were approved by the Board of Trustees and authorised for issue on 15 December 2021 and were signed on its behalf by:

Mr W Richmond - Trustee

The notes form part of these financial statements

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

---

### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

#### **Financial reporting standard 102 - reduced disclosure exemption**

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

#### **Income**

All incoming resources including donations, gifts, legacies and grants are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be qualified with reasonable accuracy. Income received under gift aid includes the related income tax recoverable. Donations, gifts, legacies and grants from various organisations and individuals have been included as incoming resources from the charitable activities where these amount to a contract for services, but as voluntary income where they have been given as core funding or with greater freedom of use. Investment income comprising interest receivable is included when receivable by the charity.

#### **Other income**

During the year the charity took advantage of the Government's Job Retention Scheme in order to mitigate costs against the Coronavirus pandemic, these amounts have been recognised as other income received. Grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the entity with no future related costs are recognised in income in the period in which it becomes receivable.

#### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	2% per annum on cost
Freehold property improvements	5% per annum on cost
Computer equipment	33% per annum on cost
Office equipment	20% per annum on cost

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

---

### 1. ACCOUNTING POLICIES - continued

#### **Tangible fixed assets**

Donated assets 20% on reducing balance

#### **Taxation**

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

#### **Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### **Debtors**

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

#### **Creditors**

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

#### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### **Going Concern and COVID-19**

From late March 2020 the COVID-19 pandemic had an impact on the charity's operations. After reviewing the charity's forecasts and projections, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

### 2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Gifts	-	1
Donations	60,961	54,393
Legacies	25,000	35,040
Grants	113,678	56,616
	<u>199,639</u>	<u>146,050</u>

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 2. DONATIONS AND LEGACIES - continued

Grants received, included in the above, are as follows:

	2021 £	2020 £
East Leicestershire and Rutland CCG	-	15,160
West Leicestershire CCG	-	17,710
Leicester City CCG	22,136	20,186
Charnwood Borough Council	-	2,560
Arc	30,000	-
The Morrisons Foundation	6,315	-
Groundwork UK	6,166	-
The National Lottery Community Fund	43,298	-
Other grants	5,763	1,000
	<u>113,678</u>	<u>56,616</u>

### 3. INVESTMENT INCOME

	2021 £	2020 £
Deposit account interest	<u>109</u>	<u>175</u>

### 4. INCOME FROM CHARITABLE ACTIVITIES

	2021 £	2020 £
Fundraising income	<u>1,321</u>	<u>3,761</u>

### 5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Cancer support services	<u>112,361</u>	<u>45,507</u>	<u>157,868</u>

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 6. SUPPORT COSTS

	Finance	Governance	Totals
	£	costs £	£
Cancer support services	<u>91</u>	<u>45,416</u>	<u>45,507</u>

### 7. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Independent examiners remuneration	4,350	4,200
Depreciation - owned assets	<u>214</u>	<u>9,840</u>

### 8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

### 9. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	62,654	122,996
Social security costs	4,467	9,016
Other pension costs	1,125	11,424
	<u>68,246</u>	<u>143,436</u>

Included in the 2020 wages and salaries figure is an ex-gratia payment amounting to £26,000.

#### Remuneration of key management personnel

Key management personnel are deemed to be those having authority and responsibility, delegated to them by the trustees for planning, directing and controlling the activities of the charity. The key management personnel of the charity comprise the Charity Manager. The total employee benefits of the key management personnel of the charity amounted to £29,500 (2020: £65,000 including the above ex-gratia payment).

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 9. STAFF COSTS - continued

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

	2021	2020
Charitable activities	1	3
Management and administration	2	2
	<u>3</u>	<u>5</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2021	2020
£60,001 - £70,000	-	1
	<u>-</u>	<u>1</u>

### 10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31 MARCH 2020

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	145,464	586	146,050
<b>Charitable activities</b>			
Cancer support services	3,761	-	3,761
Investment income	175	-	175
<b>Total</b>	<u>149,400</u>	<u>586</u>	<u>149,986</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Cancer support services	211,794	2,270	214,064
<b>NET INCOME/(EXPENDITURE)</b>	<u>(62,394)</u>	<u>(1,684)</u>	<u>(64,078)</u>
<b>Transfers between funds</b>	<u>(1,094)</u>	<u>1,094</u>	<u>-</u>
<b>Other recognised gains/(losses)</b>			
Gains on revaluation of fixed assets	269,654	-	269,654
<b>Net movement in funds</b>	<u>206,166</u>	<u>(590)</u>	<u>205,576</u>



# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31 MARCH 2020 - continued

	Unrestricted funds £	Restricted funds £	Total funds £
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	484,395	10,093	494,488
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>690,561</u>	<u>9,503</u>	<u>700,064</u>

### 11. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Donated assets £	Computer equipment £	Totals £
<b>COST</b>					
At 1 April 2020 and 31 March 2021	<u>600,000</u>	<u>27,508</u>	<u>301</u>	<u>24,308</u>	<u>652,117</u>
<b>DEPRECIATION</b>					
At 1 April 2020	-	26,928	277	24,308	51,513
Charge for year	-	208	6	-	214
Impairments	-	-	18	-	18
At 31 March 2021	<u>-</u>	<u>27,136</u>	<u>301</u>	<u>24,308</u>	<u>51,745</u>
<b>NET BOOK VALUE</b>					
At 31 March 2021	<u>600,000</u>	<u>372</u>	<u>-</u>	<u>-</u>	<u>600,372</u>
At 31 March 2020	<u>600,000</u>	<u>580</u>	<u>24</u>	<u>-</u>	<u>600,604</u>

Freehold property was valued on an open market basis on 23 June 2020 by PG Tew FRICS of Peter Tew and Company. The property was also internally valued by the Trustees on 31 March 2021 where it was deemed that the fair value of the property was equal to the valuation as performed by Peter Tew and Company.

Freehold property is depreciated at 2% on cost per annum and property improvements at 5% on cost per annum, included within freehold property is freehold land of £150,000 (2020: £150,000) that is not depreciated. At the year end the residual value of the property was deemed to be equal to the cost per the accounts (see paragraph above regarding the revaluation of the property) resulting in a £nil depreciable amount and a £nil depreciation charge in the year.

Cost or valuation at 31 March 2021 is represented by:

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 11. TANGIBLE FIXED ASSETS - continued

	Freehold property £	Fixtures and fittings £	Donated assets £	Computer equipment £	Total £
Valuation in 2021	600,000	-	-	-	600,000
Cost	-	27,508	301	24,308	52,117
	<u>600,000</u>	<u>27,508</u>	<u>301</u>	<u>24,308</u>	<u>652,117</u>

If freehold property had not been revalued it would have been included at the following historical cost:

	2021 £	2020 £
Cost	<u>423,639</u>	<u>423,639</u>
Value of land in freehold property	<u>40,000</u>	<u>40,000</u>

### 12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other debtors	<u>80,663</u>	<u>10,451</u>

### 13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Bank loans and overdrafts (see note 14)	74,375	-
Trade creditors	1,536	13,145
Other creditors	180	31,459
Accruals and deferred income	2,430	4,200
	<u>78,521</u>	<u>48,804</u>

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 14. LOANS

An analysis of the maturity of loans is given below:

	2021 £	2020 £
Amounts falling due within one year on demand:		
Bank overdrafts	<u>74,375</u>	<u>-</u>

The above bank overdraft is the net expenditure figure in relation to Leicester's One Big Weekend. An agreement is in place for Sue Young Cancer Support to recover this expenditure, the recoverable amount has been recognised in other debtors.

### 15. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
<b>Unrestricted funds</b>				
General fund	410,613	40,760	21,482	472,855
Leicester Time Out	4,929	-	(4,929)	-
Wanlip Time Out	4,491	-	(4,491)	-
Market Harborough Time Out	874	-	(874)	-
Revaluation reserve	269,654	-	(1,685)	267,969
	<u>690,561</u>	<u>40,760</u>	<u>9,503</u>	<u>740,824</u>
<b>Restricted funds</b>				
LCC Fencing Grant	1,507	-	(1,507)	-
Leicester Lions Kitchen Grant	4,605	-	(4,605)	-
MacMillan Project	3,191	-	(3,191)	-
The Allotment Fund	200	-	(200)	-
Big Lottery Funding	-	4,014	-	4,014
Mercia Funding	-	5,321	-	5,321
LCC Community Funding	-	2,900	-	2,900
Media Allocation	-	900	-	900
	<u>9,503</u>	<u>13,135</u>	<u>(9,503)</u>	<u>13,135</u>
<b>TOTAL FUNDS</b>	<u>700,064</u>	<u>53,895</u>	<u>-</u>	<u>753,959</u>

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 15. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	186,147	(145,387)	40,760
<b>Restricted funds</b>			
Big Lottery Funding	4,014	-	4,014
Mercia Funding	5,321	-	5,321
LCC Community Funding	2,900	-	2,900
Media Allocation	900	-	900
Refurbishment Fund	12,481	(12,481)	-
	<u>25,616</u>	<u>(12,481)</u>	<u>13,135</u>
<b>TOTAL FUNDS</b>	<u><u>211,763</u></u>	<u><u>(157,868)</u></u>	<u><u>53,895</u></u>

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 15. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	474,882	(60,686)	(3,583)	410,613
Hinckley Time Out	-	(723)	723	-
Leicester Time Out	3,418	1,511	-	4,929
Wanlip Time Out	5,762	(1,271)	-	4,491
Loughborough Time Out	-	(950)	950	-
Market Harborough Time Out	333	541	-	874
Melton Time Out	-	(816)	816	-
Revaluation reserve	-	269,654	-	269,654
	<u>484,395</u>	<u>207,260</u>	<u>(1,094)</u>	<u>690,561</u>
<b>Restricted funds</b>				
LCC Fencing Grant	1,590	(83)	-	1,507
Leicester Lions Kitchen Grant	4,912	(307)	-	4,605
Coalville Project	-	(1,094)	1,094	-
MacMillan Project	3,191	-	-	3,191
The Allotment Fund	400	(200)	-	200
	<u>10,093</u>	<u>(1,684)</u>	<u>1,094</u>	<u>9,503</u>
<b>TOTAL FUNDS</b>	<u>494,488</u>	<u>205,576</u>	<u>-</u>	<u>700,064</u>

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

### 15. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	145,406	(206,092)	-	(60,686)
Hinckley Time Out	900	(1,623)	-	(723)
Leicester Time Out	1,511	-	-	1,511
Wanlip Time Out	-	(1,271)	-	(1,271)
Loughborough Time Out	691	(1,641)	-	(950)
Market Harborough Time Out	541	-	-	541
Melton Time Out	351	(1,167)	-	(816)
Revaluation reserve	-	-	269,654	269,654
	149,400	(211,794)	269,654	207,260
<b>Restricted funds</b>				
LCC Fencing Grant	-	(83)	-	(83)
Leicester Lions Kitchen Grant	-	(307)	-	(307)
Coalville Project	586	(1,680)	-	(1,094)
The Allotment Fund	-	(200)	-	(200)
	586	(2,270)	-	(1,684)
<b>TOTAL FUNDS</b>	<u>149,986</u>	<u>(214,064)</u>	<u>269,654</u>	<u>205,576</u>

### Designated funds

Designated funds and transfers are allocations as determined by the trustees. These funds have no restrictions arising from the terms of an appeal or the donor.

### Designated funds details

Name of fund	Description, nature and purpose of fund
Market Harborough Time Out	To provide cancer support services in Market Harborough.
Hinckley Time Out	To provide cancer support services in Hinckley.
Leicester Time Out	To provide cancer support services in Leicester.
Wanlip Time Out	To provide cancer support services in Wanlip and Birstall.
Melton Time Out	To provide cancer support services in Melton.
Loughborough Time Out	To provide cancer support services in Loughborough.

### Restricted funds details

Name of fund	Description, nature and purpose of fund
Coalville Project	To provide a drop-in therapy group in the Coalville area.

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

---

### 15. MOVEMENT IN FUNDS - continued

MacMillan Project	To provide a MacMillan client services assistant for people with cancer in the East Midlands.
The Allotment Fund	To provide funding for the purchase of gardening equipment for the allotment. The balance as at 31 March 2021 comprises the net book value of the capitalised costs.
LCC Fencing Grant	To provide fencing for the centre to safeguard against anti-social behaviour. The balance as at 31 March 2021 comprises the net book value of the capitalised fencing costs.
Leicester Lions Kitchen Grant	To provide funding for the refurbishment of the kitchen. The balance as at 31 March 2021 comprises the net book value of the capitalised kitchen costs.
Big Lottery Funding	To provide a Pink Ribbon Program for breast cancer patients in Leicester.
Mercia Funding	To provide a Pink Ribbon Program for breast cancer patients in Measham.
LCC Community Funding	To provide funding for activity support to create greater accessibility and improve provisions.
Media Allocation	To provide funding for media services.
Refurbishment Fund	To provide funding for property refurbishment expenses. This fund was expended in full during the year to 31 March 2021.
Leicester's One Big Weekend	To provide funding for the 2021 'Leicester's One Big Weekend' event and any future events of this nature. This event is no longer due to take place and an agreement has been arranged for Sue Young Cancer Support to recover the net expenditure figure in relation to Leicester's One Big Weekend.

### 16. EMPLOYEE BENEFIT OBLIGATIONS

The charity contributes to a personal pension scheme in respect of certain employees. The total costs payable in the year were £1,125 (2020: £11,424). Contributions of £180 (2020: £1,360) were outstanding at the year end.

### 17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Gifts	-	1
Donations	60,961	54,393
Legacies	25,000	35,040
Grants	113,678	56,616
	<u>199,639</u>	<u>146,050</u>
<b>Investment income</b>		
Deposit account interest	109	175
<b>Charitable activities</b>		
Fundraising income	1,321	3,761
<b>Other income</b>		
Miscellaneous income	541	-
Government grants	10,153	-
	<u>10,694</u>	<u>-</u>
<b>Total incoming resources</b>	<b>211,763</b>	<b>149,986</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	62,654	122,996
Social security	4,467	9,016
Pensions	1,125	11,424
Staff expenses	256	269
Office costs	9,240	9,427
Voluntary expenses	-	4,605
Counselling resources	3,413	12,565
Property costs	25,031	9,296
Discretionary spending	786	2,777
Other costs	5,157	13,990
Freehold property	-	8,382
Fixtures and fittings	208	1,453
Carried forward	112,337	206,200

This page does not form part of the statutory financial statements



# SUE YOUNG CANCER SUPPORT IN LEICESTERSHIRE AND RUTLAND

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
<b>Charitable activities</b>		
Brought forward	112,337	206,200
Donated assets	6	6
Impairment losses for tangible fixed assets	18	-
	<u>112,361</u>	<u>206,206</u>
<b>Support costs</b>		
<b>Finance</b>		
Bank charges	91	60
<b>Governance costs</b>		
Legal and professional fees	41,066	3,598
Independent examiners remuneration	4,350	4,200
	<u>45,416</u>	<u>7,798</u>
Total resources expended	<u>157,868</u>	<u>214,064</u>
<b>Net income/(expenditure)</b>	<u><u>53,895</u></u>	<u><u>(64,078)</u></u>

This page does not form part of the statutory financial statements