
MELANOMA FOCUS
(A Company Limited by Guarantee)

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024

MELANOMA FOCUS
(A Company Limited by Guarantee)

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MELANOMA FOCUS
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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 JANUARY 2024

Trustees	Mrs Imogen Cheese Dr Phillippa Gail Corrie Dr Mark Harries Professor Catherine Anne Harwood Mrs Jacqueline Anne Hodgetts Professor Paul Nathan (resigned 14 June 2024) Mr Alan Howard Skyrme Peach Professor Samra Turajlic Hugh William Munro (appointed 11 September 2024) George Ulmann (appointed 11 September 2024) Kayley Dempsey (appointed 11 September 2024) Carl Horrobin (appointed 11 September 2024) Caroline Stevens (appointed 11 September 2024)
Company registered number	06057181
Charity registered number	1124716
Registered office	Salisbury House Station Road Cambridge CB1 2LA
Chief executive officer	Ms Susanna Daniels
Independent Examiner	M Hewett FCA DChA Peters Elworthy & Moore Chartered Accountants Salisbury House Station Road Cambridge CB1 2LA
Bankers	NatWest 11 Western Boulevard Bede Island Leicester LE2 7EJ HSBC UK 53 High Street Newmarket Suffolk CB8 8NF
Solicitors	Withers LLP 20 Old Bailey London EC4M 7AN

MELANOMA FOCUS
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 JANUARY 2024

The Trustees present their annual report together with the financial statements of the Company for the year 1 February 2023 to 31 January 2024. The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (second edition of the Charities SORP (FRS102) October 2019, effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

OBJECTIVES AND ACTIVITIES

Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The objects of Melanoma Focus as set out in its Memorandum of Association (as amended by special resolution on 5 July 2023) are to:

1. to promote research into the causes and the treatment of melanoma for the public benefit; and
2. to raise awareness and advance education in relation to melanoma and its prevention, both to the general public and within the medical and scientific community, by:
 - producing, collecting, maintaining, and disseminating information and materials about the disease, its treatment, the minimisation of risk in relation to it, and its prevention; and
 - supporting the development of clinical guidelines and consensus positions about the treatment of all forms of melanoma, and improving the efficiency, skill, and knowledge of health professionals working in the melanoma field.

Melanoma is the fifth most common cancer in the UK, with around 17,500 new melanoma cases in the UK every year, or 48 every day. It is the deadliest form of skin cancer, however, the outlook for people with advanced melanoma is improving due to significant advances in melanoma medicine. About 10-15 years ago there was little that could be done to improve the survival of those with advanced disease; now there are a range of options, including immunotherapy treatments which are having a transformative effect. These treatments are now licensed and approved for use beyond advanced and metastatic melanomas. Yet it is surprising to reflect that each year more people die from skin cancer in the UK than in Australia.

The charity aims to improve the knowledge and understanding of all aspects of melanoma. The charity's objectives in achieving this aim include: creating reliable and trusted information resources leading to a better understanding of the disease, its treatment options supporting patients and their families; organising the annual Melanoma Patient Conference; raising awareness of melanoma supporting the general public; organising the largest multidisciplinary accredited educational meetings for clinicians, scientists and others in the healthcare sector; acting as a professional membership organisation for everyone working in the melanoma field in the UK; campaigning and contributing to national debates; and raising money to fund research projects for patient benefit.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2024

ACHIEVEMENTS AND PERFORMANCE

Review of activities

Melanoma Focus's work focuses on 3 pillars:

1. Supporting patients and carers
2. Supporting healthcare professionals
3. Raising awareness of melanoma and campaigning.

86% of melanomas are preventable by staying safe in the sun and avoiding sunbeds. It is known from research in Australia that repeated campaigns are required to change behaviours and therefore our annual national awareness programmes, particularly during Melanoma Awareness Month of May are a critical element of the charity's activities. In 2023, Melanoma Focus executed a poster and digital campaign across 127 UK service stations, commissioned independent research which showed that 67% would use more sunscreen if it was 20% cheaper and 10% said that they didn't use sunscreen because of the cost. Sunscreen should not be considered a luxury item, but an essential healthcare product. Our research culminated in 352 articles and broadcasts with a reach of over 249 million and held a Parliamentary drop-in event. Melanoma Awareness Month culminated in a BBC Lifeline appeal raising awareness and showcasing how the charity supports its beneficiaries.

Melanoma Focus was awarded the PIF TICK accreditation as a trusted patient information provider. The charity actively reviews and updates the patient information within the Melanoma Stages & Treatment Guide including the creation of two additional videos explaining new treatment options, additional resources to explain adjuvant treatment and updated patient information on uveal melanoma.

In 2023, Melanoma Focus officially took over the running and organisation of the annual Melanoma Patient Conference, supporting the Founder. This important event is designed to empower patients to take an active role in their care. Patients and their loved ones are able to network in a safe space while learning about the latest developments in melanoma medicine.

The Melanoma Helpline, a confidential, free service supporting anyone with a worry or concern about melanoma is manned by seven expert skin cancer clinical nurse specialists. The Helpline service is considered a lifeline to many. Feedback from questionnaires is incredibly positive and 2023 data showed that 100% of users would recommend the service to friends and family.

The charity continues to organise two CME accredited meetings each year; one virtual and one face-to-face providing options for busy medical teams to be educated by eminent national and international experts as well as network with colleagues. Feedback from each meeting is collated, reviewed and is resoundingly positive.

Melanoma Focus continues to actively respond to NICE technology appraisals and appeals and SMC assessments of melanoma treatments as a medical and patient stakeholder.

As part of the commitment to provide information and resources on rare melanomas, the NICE-accredited uveal melanoma guidelines and patient information were further updated to include guidelines on the surveillance of uveal melanomas. Additionally, a further guidelines development group was set up to review and update the ano-genital mucosal melanoma guidelines.

Melanoma Focus is committed to commission, fund, support and promote research into the wide field of melanoma for patient benefit. Regular calls for proposals are invited and in 2023, four new projects were approved.

With the closure of the UK National Cancer Research Institute (NCRI), Melanoma Focus are providing administrative support to permit the work of the skin group to continue comprising work in both melanomas and non-melanoma skin cancers with the formation of the UK Skin Cancer Clinical Trial Group.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2024

FINANCIAL REVIEW

Going Concern

The Trustees have reviewed the financial position and the expected future incomes of the charity and have reasonable expectations that sponsorship and fundraising incomes will continue to grow, and of the continued success of the charity's annual events. With consideration to these and the current level of reserves, the Trustees have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on the going concern basis.

Reserves Policy

At the end of the year there were reserves of £334,053 (2023: £286,638) of which £85,565 were restricted and £248,488 were unrestricted. The charity's income is mainly derived from donations and discretionary sponsorship.

The Trustees aim to maintain free reserves in unrestricted funds at a desired level of £200,000 (prior year £100,000), with a minimum necessary of £180,000. This increase compared to previous year is considered prudent given the charities' increased income and subsequent movement into the classification of a large charity, to ensure the charity remains in a position to support its current commitments over the next few years, as well as able to embark on our other planned initiatives. At the year end the charity had free reserves of £245,222. A cautious attitude will be maintained, especially over expenditure on indirect costs, and the Trustees will continue to review the level of free reserves periodically.

Results for the year

As previously, the wide range of events and initiatives in which Melanoma Focus takes part accounted for a significant proportion of our income. Melanoma Focus received donations and grants totalling £293,830 (2023: £188,940) as well as membership subscriptions and income from the Focus and Regional meetings of £59,015 (2023: £47,970). Corporate sponsorship income was £188,750 (2023: £104,000).

The charity spent £48,191 (2023: £45,282) on raising funds. Direct expenditure on the charity's main projects was £325,612 (2023: £220,997). Total expenditure amounted to £498,850 (2023: £355,481) for the year, of which £141,347 (2023: £108,373) was met from restricted funds.

The net surplus for the year was £47,415 (2023: deficit of £3,265), which has increased the charity's funds to £334,053, of which £85,565 were restricted and £248,488 were unrestricted.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

Constitution

Melanoma Focus is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 3 January 2008, with charity registration number 1124716. The current governing document is the Memorandum of Association (as amended by special resolution on 5 July 2023).

It was decided to change the official name of the charity from 'Melanoma Research Foundation Limited' to 'Melanoma Focus' – the name by which it is generally known – in all official and business contexts including registration with Companies House and the Charity Commission. This change was registered at Companies House on 25 August 2020.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2024

Method of appointment or election of trustees

The company is the responsibility of the trustees who are elected in accordance with the terms in its Memorandum of Association. All directors of the company are also trustees of the charity, and there are no other trustees. The trustees named below served in the year. The board has the power to appoint additional trustees as it considers fit to do so based on their suitability for the role. A board skills audit was undertaken with a view to expand the skillset of the board.

The skillset of the trustee board has broadened to support the expansion of the charity and a strategy day with the trustee board and staff will take place in October 2024 to review of the strategic aims of the charity which will additionally ensure that the charity meetings its aims and objectives and the management of risk. A treasurer has been brought in to regularly review the financial aspects of the charity. A full staff meeting will follow this to address the work plan following on from the strategy day.

The Trustees who served during the year were:

Mrs Imogen Cheese
Dr Philippa Gail Corrie
Dr Mark Harries
Professor Catherine Anne Harwood
Mrs Jacqueline Anne Hodgetts
Professor Paul Nathan (resigned 17 June 2024)
Mr Alan Howard Skyrme Peach
Professor Samra Turajlic

Organisational structure and decision-making

The charity's organisational structure consists of a board of Trustees, of which there were eight at the year end. The Board of Trustees meets three to four times a year to review the charity's operations and strategy. At other times all Trustees are kept informed of issues affecting the charity and they contribute to making key decisions. The extent to which Trustees' responsibilities for decisions affecting the development and operation of the charity are devolved, day to day, to the CEO is set out in the CEO's contract of employment and terms of reference.

Volunteers support the review of patient information and awareness activities. Whilst the charity is growing, the staffing hasn't significantly changed and contractors are used for additional supportive roles to mitigate any financial risk. After the 2024 strategy day, the staffing and future risks will be reviewed.

Benchmarks for remuneration of employees are taken from ACEVO (Association of Chief Executives of Voluntary Organisations) and Cancer52 (an alliance of over 100 charities working in cancers outside the top 4 cancers) who both undertake annual pay and bonus surveys from their memberships.

The charity is in the process of reviewing and updating all policies.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2024

FUTURE ACTIVITIES

During 2024, significant activities and projects include:

- Appoint additional Trustees post review of a skills audit to support the charity growth and governance;
- Commissioning and publishing health economic research addressing the impact of applying zero-rated VAT on factor 30+ sunscreens and continuing to work with other stakeholders to influence the Treasury regarding the removal of VAT from high factor sunscreens;
- Achieving PIF TICK reaccreditation while actively reviewing and updating the patient information within the Melanoma Stages & Treatment – Patient Guide;
- Organising the annual Melanoma Patient Conference for patients and their loved ones;
- Continuing to support patients with the only nurse-led specific Melanoma Helpline;
- Launching the Melanoma Forum, a private, online facility for our clinician and nurse members to raise queries and discuss topics;
- Organising the biannual CME accredited melanoma healthcare professional conferences, a virtual Welsh Regional meeting and a facetoface meeting at the Royal College of Physicians;
- Continuing to raise awareness of melanoma as a highly preventable cancer during Melanoma Awareness Month of May (and beyond) with a further national poster and media campaign plus the development of podcasts looking at prevention, living with a melanoma diagnosis and rarer forms of cutaneous melanomas;
- Review and update of the ano-urogenital mucosal melanoma guidelines and corresponding patient information. This rare form of melanoma requires the expertise of a specific Guidelines Development Group;
- Launch a further call and award funding for research proposals for patient benefit.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2024

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . 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 Company and of its incoming resources and application of resources, including its income and expenditure, 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 judgments and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Dr Mark Harries
Chairman

Date: 28 October 2024

MELANOMA FOCUS
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INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JANUARY 2024

Independent Examiner's Report to the Trustees of Melanoma Focus ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 January 2024.

Responsibilities and Basis of Report

As the Trustees of the Charity (and 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 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 accounts 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

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 (enter body here), 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:

1. accounting records were not kept in respect of the Charity 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: 

Dated: 28 October 2024

MELANOMA FOCUS
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INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2024

M Hewett FCA DChA
Peters Elworthy & Moore

Chartered Accountants

Cambridge

MELANOMA FOCUS
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 JANUARY 2024**

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
INCOME FROM:					
Donations, grants and legacies	2	225,430	68,400	293,830	188,940
Charitable activities	3	51,054	7,961	59,015	47,970
Other trading activities	4	133,575	56,750	190,325	114,583
Investments	5	3,095	-	3,095	723
TOTAL INCOME		413,154	133,111	546,265	352,216
EXPENDITURE ON:					
Raising funds	6	48,191	-	48,191	45,282
Charitable activities		309,312	141,347	450,659	310,199
TOTAL EXPENDITURE		357,503	141,347	498,850	355,481
NET INCOME/(EXPENDITURE)		55,651	(8,236)	47,415	(3,265)
Transfers between funds	13	(26,301)	26,301	-	-
NET MOVEMENT IN FUNDS		29,350	18,065	47,415	(3,265)
RECONCILIATION OF FUNDS:					
Total funds brought forward		219,138	67,500	286,638	289,903
Net movement in funds		29,350	18,065	47,415	(3,265)
TOTAL FUNDS CARRIED FORWARD		248,488	85,565	334,053	286,638

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 14 to 31 form part of these financial statements.

MELANOMA FOCUS
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REGISTERED NUMBER: 06057181

BALANCE SHEET
AS AT 31 JANUARY 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible assets	10	3,266	4,356
		3,266	4,356
CURRENT ASSETS			
Debtors	11	123,514	5,458
Cash at bank and in hand		299,417	359,908
		422,931	365,366
Creditors: amounts falling due within one year	12	(92,144)	(83,084)
NET CURRENT ASSETS		330,787	282,282
TOTAL NET ASSETS		334,053	286,638
CHARITY FUNDS			
Restricted funds	13	85,565	67,500
Unrestricted funds	13	248,488	219,138
TOTAL FUNDS		334,053	286,638

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.


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

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

MELANOMA FOCUS
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REGISTERED NUMBER: 06057181

BALANCE SHEET (CONTINUED)
AS AT 31 JANUARY 2024

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


.....
Dr Mark Harries
Chairman

Date: 28 October 2024

The notes on pages 14 to 31 form part of these financial statements.

MELANOMA FOCUS
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STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 JANUARY 2024

	2024 £	2023 £
CASH FLOWS FROM OPERATING ACTIVITIES		
Net cash used in operating activities	(63,586)	(3,648)
CASH FLOWS FROM INVESTING ACTIVITIES		
Dividends, interests and rents from investments	3,095	723
Purchase of tangible fixed assets	-	(2,833)
NET CASH PROVIDED BY/(USED IN) INVESTING ACTIVITIES	3,095	(2,110)
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR	(60,491)	(5,758)
Cash and cash equivalents at the beginning of the year	359,908	365,666
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	299,417	359,908

The notes on pages 14 to 31 form part of these financial statements

MELANOMA FOCUS
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024

1. ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements 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) (second edition of the Charities SORP (FRS102) October 2019, effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

There were no significant estimates or judgements made by management in preparing these financial statements.

1.2 GOING CONCERN

The Trustees have reviewed the financial position of the charity, and have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on the going concern basis.

1.3 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

MELANOMA FOCUS
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024

1. ACCOUNTING POLICIES (CONTINUED)

1.4 INCOME

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

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

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

Income from funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Meeting income is recognised in the period to which it relates. Income received in advance is carried forward as deferred income on the balance sheet. Any amounts owing to the charity for meetings which have occurred during the accounting period are included as debtors.

Membership income is recognised in the period in which it is received.

Grant income is recognised in the period to which it relates. Any income received in advance is carried forward as deferred income.

Donations raised through JustGiving and related gift aid are recognised in the period in which the income is transferred to the company's bank account. Other donations raised directly are recognised when receivable and the amount can be measured reliably by the charity.

Sponsorship income is recognised once the charity has received confirmation that the funding will be paid and the sum has been agreed, which may occur when a formal agreement is signed or may arise by a verbal or other written communication.

MELANOMA FOCUS
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024

1. ACCOUNTING POLICIES (CONTINUED)

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.

Support costs are those incurred directly in support of the charitable activities and the general running of the charity.

Governance costs are those incurred in connection with administration of the charity, and to ensure compliance with constitutional and statutory requirements.

Expenditure on raising funds includes all expenditure incurred by the Charity 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 Charity's objectives, as well as any associated support costs.

Grants payable on projects undertaken are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

1.6 TANGIBLE FIXED ASSETS AND DEPRECIATION

Tangible fixed assets costing £250 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 charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Fixtures and fittings	-	25% reducing balance
Computer equipment	-	25% reducing balance
Website	-	25% reducing balance

1.7 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024

1. ACCOUNTING POLICIES (CONTINUED)

1.8 CASH AT BANK AND IN HAND

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

1.9 PENSIONS

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

1.10 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.11 FINANCIAL INSTRUMENTS

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

MELANOMA FOCUS
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024**

2. INCOME FROM DONATIONS, GRANTS AND LEGACIES

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Donations	203,930	18,900	222,830	98,633
Legacies	-	-	-	47,627
Grants	21,500	49,500	71,000	42,680
	<u>225,430</u>	<u>68,400</u>	<u>293,830</u>	<u>188,940</u>
	<u><u>166,760</u></u>	<u><u>22,180</u></u>	<u><u>188,940</u></u>	
TOTAL 2023				

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Membership fees	4,260	-	4,260	3,133
Focus on Melanoma meeting income	30,009	-	30,009	31,008
Regional meeting income	16,785	-	16,785	13,829
Patient Conference	-	7,961	7,961	-
	<u>51,054</u>	<u>7,961</u>	<u>59,015</u>	<u>47,970</u>
	<u><u>47,970</u></u>	<u><u>-</u></u>	<u><u>47,970</u></u>	
TOTAL 2023				

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4. INCOME FROM OTHER TRADING ACTIVITIES

Income from fundraising events

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Sales of merchandise	1,575	1,575	583
	<u>583</u>	<u>583</u>	
TOTAL 2023	<u>583</u>	<u>583</u>	

Income from sponsorships

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Corporate sponsorship for Focus on Melanoma meetings	74,000	-	74,000	62,000
Corporate sponsorship for Regional meetings	42,400	-	42,400	42,000
Sponsorship for Awareness campaign	15,600	14,000	29,600	10,000
Sponsorship for Patient Conference	-	42,750	42,750	-
	<u>132,000</u>	<u>56,750</u>	<u>188,750</u>	<u>114,000</u>
TOTAL 2023	<u>104,000</u>	<u>10,000</u>	<u>114,000</u>	

5. INVESTMENT INCOME

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Deposit account interest	3,095	3,095	723
	<u>723</u>	<u>723</u>	
TOTAL 2023	<u>723</u>	<u>723</u>	

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024

6. EXPENDITURE ON RAISING FUNDS

COSTS OF RAISING VOLUNTARY INCOME

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Fundraising Activities	10,697	10,697	10,256
Fundraising Officer	37,494	37,494	35,026
	48,191	48,191	45,282
TOTAL 2023	45,282	45,282	

7. ANALYSIS OF CHARITABLE EXPENDITURE

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Charitable activities	325,612	125,047	450,659	310,199
TOTAL 2023	220,997	89,202	310,199	

In 2023 £108,373 of charitable expenditure was met from restricted funds with the balance met from unrestricted funds.

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7. ANALYSIS OF CHARITABLE EXPENDITURE (CONTINUED)

ANALYSIS OF DIRECT COSTS

	Charitable activities 2024 £	Total funds 2024 £	Total funds 2023 £
Staff costs	156,582	156,582	133,146
Depreciation and loss on disposal of fixed assets	1,090	1,090	1,452
Melanoma database project	(15,000)	(15,000)	(7,500)
Meeting costs	62,140	62,140	53,800
Research projects	1,582	1,582	(58,418)
Helpline	2,838	2,838	4,627
PDA / MPG project	7,983	7,983	20,263
Trial Finder project	-	-	15,260
Uveal Guideline Review project	-	-	4,657
Patient Conference	40,062	40,062	-
Patient Conference sponsorship	-	-	10,000
Awareness and Policy work	68,335	68,335	43,710
	<u>325,612</u>	<u>325,612</u>	<u>220,997</u>
TOTAL 2023	<u>220,997</u>	<u>220,997</u>	

Melanoma database project includes a £25,000 correction to reverse an adjustment made in previous years.

Helpline restricted fund expenditure of £39,967 is comprised of £2,838 direct costs as above, and £37,129 allocated staff costs.

In 2023, Research projects included a £80,910 reimbursement of funds which were unable to be spent on the associated project.

In 2024, £20,000 was committed to a research project with ethics approval. This related to the period after the year end and is therefore included in prepayments.

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7. ANALYSIS OF CHARITABLE EXPENDITURE (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Charitable activities 2024 £	Total funds 2024 £	Total funds 2023 £
Rent	1,360	1,360	1,050
Bank charges	1,562	1,562	1,172
Insurance	1,643	1,643	1,614
Travel	-	-	2,386
Postage and stationery	6,468	6,468	4,499
Advertising and promotion	8,006	8,006	3,893
IT services and supplies	5,335	5,335	21,946
Professional information	-	-	2,980
Professional fees and costs	40,923	40,923	32,661
Legal fees (governance)	3,421	3,421	4,961
Accountancy fees (governance)	14,854	14,854	12,040
Irrecoverable VAT	41,475	41,475	-
	<u>125,047</u>	<u>125,047</u>	<u>89,202</u>
TOTAL 2023	<u>89,202</u>	<u>89,202</u>	

Irrecoverable VAT represents adjustments for historic amounts owed regarding VAT due on sponsorship income.

8. INDEPENDENT EXAMINER'S REMUNERATION

	2024 £	2023 £
Fees payable to the Charity's independent examiner in respect of:		
Independent examination of the Company's annual accounts	3,250	3,000
Other accountancy services	11,604	9,040
	<u>14,854</u>	<u>12,040</u>

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9. STAFF COSTS

	2024 £	2023 £
Wages and salaries	180,478	151,463
Social security costs	10,405	13,951
Contribution to defined contribution pension schemes	3,193	2,758
	<u>194,076</u>	<u>168,172</u>

The average number of persons employed by the Charity during the year was as follows:

	2024 No.	2023 No.
Charitable activities	<u>4</u>	<u>3</u>

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

	2024 No.	2023 No.
In the band £60,001 - £70,000	1	-

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**NOTES TO THE FINANCIAL STATEMENTS
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10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Website £	Total £
COST				
At 1 February 2023	524	9,296	2,840	12,660
At 31 January 2024	524	9,296	2,840	12,660
DEPRECIATION				
At 1 February 2023	446	5,288	2,570	8,304
Charge for the year	20	1,003	67	1,090
At 31 January 2024	466	6,291	2,637	9,394
NET BOOK VALUE				
At 31 January 2024	58	3,005	203	3,266
At 31 January 2023	78	4,008	270	4,356

11. DEBTORS

	2024 £	2023 £
DUE WITHIN ONE YEAR		
Trade debtors	49,487	335
Other debtors	5,000	-
Prepayments and accrued income	69,027	5,123
	123,514	5,458

Trade debtors is comprised of unpaid sponsorship income and donations due to the charity. At the signing date of the accounts £47,487 had been settled.

Prepayments are comprised of £49,027 towards the 2024 Patient Conference and £20,000 towards a research project.

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NOTES TO THE FINANCIAL STATEMENTS
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12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	24,231	4,145
Other taxation and social security	14,590	4,565
Project commitments	42,500	67,500
Accruals and deferred income	10,823	6,874
	<u>92,144</u>	<u>83,084</u>
	2024 £	2023 £
DEFERRED INCOME		
Deferred income at 1 February 2023	2,570	-
Resources deferred during the year	5,340	2,570
Amounts released from previous periods	(2,570)	-
	<u>5,340</u>	<u>2,570</u>

Deferred income relates to meeting income received in advance.

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**NOTES TO THE FINANCIAL STATEMENTS
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13. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 February 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 January 2024 £
UNRESTRICTED FUNDS					
Unrestricted Funds	219,138	413,154	(357,503)	(26,301)	248,488
RESTRICTED FUNDS					
PDA/MPG project	-	9,000	(7,984)	-	1,016
Melanoma Helpline	-	17,500	(39,966)	22,466	-
Melanoma Awareness activities	-	39,500	(68,335)	28,835	-
National Melanoma Database project	67,500	-	15,000	(25,000)	57,500
Patient Conference	-	67,111	(40,062)	-	27,049
	67,500	133,111	(141,347)	26,301	85,565
TOTAL OF FUNDS	286,638	546,265	(498,850)	-	334,053

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NOTES TO THE FINANCIAL STATEMENTS
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13. STATEMENT OF FUNDS (CONTINUED)

PDA/MPG project - Supported by a number of grants, the PDA/MPG (Melanoma Patient Guide) project allowed the charity to review and overhaul the charity's patient information including the creation of various videos and animations.

Trial Finder project - The Melanoma TrialFinder is a searchable resource explaining clinical trials running in the UK. A bespoke database was created and a Research Officer supports the running of the database and ensures the information is kept up to date.

Melanoma Helpline - The Melanoma Helpline is manned by experienced skin cancer nurses and support anyone with a concern about melanoma. The service is constantly being monitored and expands according to demand.

Uveal Guideline project - Melanoma Focus is committed to creating guidelines, care pathways and patient information for rare melanomas including uveal melanoma and mucosal melanomas. These guidelines are NICE accredited each supported by a Guidelines Development Group.

Melanoma Awareness activities - Melanoma Focus is committed to raising awareness of melanoma as it is a largely preventable cancer. The majority of the activities fall within Melanoma Awareness Month of May and resources are created for the Summer months.

National Melanoma Database project - The National Melanoma Database project under the Melanoma Focus umbrella was previously closed to future sites being set up after an internal and external review due to large scale IT projects outside of the NHS being extremely challenging. The database continues to run in three hospitals and a further hospital is in set up. Some restricted funds remain to support various final payments and a data review of three sites with the consideration of writing up the research. The transfer represents the reversal of a previously expected cost that will no longer be incurred.

Transfers from unrestricted to restricted funds are made where spend for certain activities is in excess of the original income.

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NOTES TO THE FINANCIAL STATEMENTS
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13. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 February 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 January 2023 £
UNRESTRICTED FUNDS					
Unrestricted Funds	203,292	320,036	(247,108)	(57,082)	219,138
RESTRICTED FUNDS					
PDA/MPG project	6,731	-	(12,763)	6,032	-
Trial Finder project	12,380	-	(15,260)	2,880	-
Melanoma Helpline	-	-	(31,983)	31,983	-
Uveal Guideline project	-	-	(4,657)	4,657	-
Melanoma Awareness activities	-	32,180	(43,710)	11,530	-
National Melanoma Database project	67,500	-	-	-	67,500
	86,611	32,180	(108,373)	57,082	67,500
TOTAL OF FUNDS	289,903	352,216	(355,481)	-	286,638

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NOTES TO THE FINANCIAL STATEMENTS
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14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	3,266	-	3,266
Current assets	294,866	128,065	422,931
Creditors due within one year	(49,644)	(42,500)	(92,144)
TOTAL	248,488	85,565	334,053

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	4,356	-	4,356
Current assets	230,366	135,000	365,366
Creditors due within one year	(15,584)	(67,500)	(83,084)
TOTAL	219,138	67,500	286,638

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**NOTES TO THE FINANCIAL STATEMENTS
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15. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024 £	2023 £
Net income/expenditure for the year (as per Statement of Financial Activities)	47,415	(3,265)
ADJUSTMENTS FOR:		
Depreciation charges	1,090	1,453
Dividends, interests and rents from investments	(3,095)	(723)
Increase in debtors	(118,056)	(3,091)
Increase in creditors	9,060	1,978
NET CASH USED IN OPERATING ACTIVITIES	(63,586)	(3,648)

16. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2024 £	2023 £
Cash in hand	299,417	359,908
TOTAL CASH AND CASH EQUIVALENTS	299,417	359,908

17. ANALYSIS OF CHANGES IN NET DEBT

	At 1 February 2023 £	Cash flows £	At 31 January 2024 £
Cash at bank and in hand	359,908	(60,491)	299,417
	359,908	(60,491)	299,417

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NOTES TO THE FINANCIAL STATEMENTS
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18. PENSION COMMITMENTS

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge representing employer contributions payable by the company to the fund amounted to £3,193 (2023: £2,758). No contributions were payable to the fund at the balance sheet date (2023: £Nil).

19. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year other than disclosed in note 9.