

THE HARLEY STAPLES CANCER TRUST

Contents of the Financial Statements for the Year Ended 31 March 2021

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THE HARLEY STAPLES CANCER TRUST

Report of the Trustees for the Year Ended 31 March 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number 1138464

Principal Address
25-27 Stapleford Road
Whissendine
Oakham
Rutland LE15 7HF

Trustees
J Staples
Mrs K J Staples
Mrs K Glover

Independent examiner
Mrs Vicki Pratt FFA FFTA
A C Accounting
15a Linden Avenue
Countesthorpe
Leics LE8 5PG

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document
The Harley Staples Cancer Trust is an unincorporated charity created under a Declaration of Trust dated 23 August 2010.

Recruitment and appointment of new trustees
The power to appoint and remove trustees is vested with the trustees.

Induction and training of new trustees
The trustees are mindful of their duties in connection with the recruitment and training for trustees.

Organisational structure

The trustees have the same full and unrestricted powers of investing and transferring assets as if they are beneficially entitled to the Trust Fund.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that the systems and procedures are in place to mitigate exposure to the major risks and to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the Trust are to provide relief to those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage by providing holidays or short breaks for such persons and their families or otherwise to benefit such persons and any other purpose recognised as a charitable purpose.

As we had to face the impossible milestone of 10 years without our son Harley, the trauma of his treatment programme and what he had to endure whilst battling with cancer still seemed as fresh in our minds as ever. 10 years on and children are still being diagnosed and not surviving a cancer diagnosis.

For us, it has become incredibly important that The Harley Staples Cancer Trust try and do something about this. We approached the charity CCLG to put forward our proposal to start a research project in Harley's name to research rare leukaemias where children have a very poor survival rate. We are so pleased and delighted that a year later we have been able to start this research project.

The first Harley Staples Cancer Trust research grant has been awarded to Dr David O'Connor at University College London. Dr O'Connor's project will seek to identify the genetic changes in a type of T-cell ALL that fails to respond to chemotherapy. State of the art techniques will allow the team to read the DNA blueprint of these cancers to identify the genetic changes that cause them and look at how these changes affect blood cells. It is hoped that this greater understanding will lead to the development of new treatments for this disease.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The trustees have successfully purchased a purpose built holiday home near Rutland Water, for children and young people who have cancer, and the trust had continued to raise money throughout the year for this purpose.

During the year the trust received donations amounting to £1,324 (2020: £6,247). This includes monies raised by individuals for sponsored events. Activities for generating income, including property rental, raised £3,327 (2020: £3,517).

The attached financial statements give details of the financial transactions in the year and the financial position of the trust at the end of the year. Gross incoming resources in the year amounted to £26,181. Net expenditure of resources for the year amounting to £91,909 leaving total funds of £565,010 at 31 March 2021.

FINANCIAL REVIEW

Reserves policy

Whilst the charity has now purchased a purpose built holiday home, the trustees are mindful of the need to retain sufficient reserves for the running costs and future maintenance of the home and service charges.

STATEMENT OF TRUSTEE RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and provisions of the trust deed requires the trustees to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charity SORP
- 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 charity will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 28 November 2021 and signed on its behalf by

J Staples – Trustee

Independent Examiner's Report to the Trustees of the Harley Staples Cancer Trust

I report on the accounts for the year ended 31 March 2021 set out on pages 6 to 11.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

It is my responsibility to:

- Examine the accounts under Section 145 of the 2011 Act
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act) and:
- To state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Direction given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations for you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act: and
 - to prepare accounts with accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met: or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Vicki Pratt FFA FFTA
A C Accounting
15a Linden Avenue
Countesthorpe
Leics LE8 5PG

4 November 2021

THE HARLEY STAPLES CANCER TRUST

Statement of Financial Activities for the Year Ended 31 March 2021

	31.3.21	31.3.20
	Unrestricted Funds	
INCOMING RESOURCES		
Incoming resources from generated funds		
Voluntary Income	1324	6427
Activities for generating funds	3327	3517
Investment Income	427	966
COVID Support Grants	21103	
	_____	_____
Total incoming resources	26181	10910
RESOURCES EXPENDED		
Charitable Activities	91909	16072
Governance Costs	580	100
	_____	_____
Total resources expended	92489	16172
	_____	_____
NET INCOMING RESOURCES	(66308)	(5262)
RECONCILIATION OF FUNDS		
Total funds brought forward	631318	636580
	_____	_____
TOTAL FUNDS CARRIED FORWARD	565010	631318
	_____	_____

THE HARLEY STAPLES CANCER TRUST

Balance Sheet at 31 March 2021

	31.3.21	31.3.20
	Unrestricted funds	
FIXED ASSETS		
Tangible assets	254828	256165
	_____	_____
CURRENT ASSETS		
Debtors		
Cash at Bank	310282	375253
	_____	_____
	310282	375253
CREDITORS		
Amounts falling due within one year	(100)	(100)
	_____	_____
NET CURRENT ASSETS	310182	375153
	_____	_____
TOTAL ASSETS LESS CURRENT LIABILITIES	565010	631318
	_____	_____
NET ASSETS	565010	631318
	_____	_____
FUNDS		
Unrestricted Funds	565010	631318
	_____	_____
TOTAL FUNDS	565010	631318
	_____	_____

The financial statements were approved by the Board of Trustees on 4 November 2021 and were signed on its behalf by:

J Staples – Trustee

THE HARLEY STAPLES CANCER TRUST

Notes to the Financial Statements for the Year Ended 31 March 2021

Note 1

ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs 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. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Governance costs

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

Tangible fixed assets

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

Caravan - 20% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

Note 2

ACTIVITIES FOR GENERATING FUNDS

	31.3.21	31.3.20
Fundraising events		3517
Property rent	3327	--
	<hr/>	<hr/>
	3327	3517
	<hr/>	<hr/>

Note 3

INVESTMENT INCOME

Bank interest	427	966
	<hr/>	<hr/>

Note 4

GOVERNANCE COSTS

Independent examiners and accounting fees	100	100
Legal Fees	480	
	<hr/>	<hr/>
	580	100
	<hr/>	<hr/>

Note 5

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 31 March 2020.

Note 6

TANGIBLE FIXED ASSETS

CARAVAN

<u>COST 7 July 2014</u>	<u>25500</u>
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NET BOOK VALUE At 1 April 2020	6685
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DEPRECIATION Charge for year	1337
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NET BOOK VALUE At 31 March 2021	5348
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HARLEY'S HOUSE

<u>COST 25 July 2017</u>	<u>249480</u>
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Note 7

DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Other debtor		

Note 8

CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Other creditors	<u>100</u>	<u>100</u>
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Note 9

MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	631318	(66308)	565010
	_____	_____	_____
TOTAL FUNDS	631318	(66308)	565010
	_____	_____	_____

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	26181	92489	(66308)
	_____	_____	_____
TOTAL FUNDS	26181	92489	(66308)
	_____	_____	_____

THE HARLEY STAPLES CANCER TRUST

Detailed Statement of Financial Activities for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
INCOMING RESOURCES		
Voluntary income		
Donations	1324	6427
	<hr/>	<hr/>
	1324	6427
Activities for generating income		
Castle Party		3517
Rental Income	3327	--
COVID Support	21103	
	<hr/>	<hr/>
	24430	3517
Investment income		
Bank interest	427	966
	<hr/>	<hr/>
Total incoming resources	26181	10910
RESOURCES EXPENDED		
Costs of generating voluntary income		
Castle/Christmas Party		1479
Property expenses	7272	12644
Depreciation	1337	1671
Sundries		278
Research	83300	
	<hr/>	<hr/>
	91909	16072
Governance costs		
Accountancy and independent examiner fees	100	100
Legal Fees	480	
	<hr/>	<hr/>
Total resources expended	92489	16172
Net income	<u>(66308)</u>	<u>(5262)</u>