

THE SWALLOWS HEAD & NECK CANCER SUPPORT GROUP

England & Wales · Charity number 1149794

Details

Other names	THE SWALLOWS
Status	Registered
Legal form	Other
Registered	2012-11-16
Register	View on the Charity Commission register

Contact

Address
Flexspace Site Office
Unit 2 Flexspace Blackpool Sycamore
Sycamore Trading Estate
Squires Gate Lane
Blackpool
FY4 3RL

Phone 01253428940

Email info@theswallows.org.uk

Website www.theswallows.org.uk

Activities

Objects: I. TO PROVIDE THE RELIEF OF PEOPLE AFFECTED BY HEAD AND NECK CANCER THROUGHOUT THE UK AND OTHER COUNTRIES AND IN PARTICULAR TO RELIEVE PATIENTS AND FORMER PATIENTS OF THE EAR, NOSE AND THROAT DEPARTMENT (ENT) OF THE BLACKPOOL VICTORIA HOSPITAL WHO ARE SICK CONVALESCENT OR IN ANY WAY DISABLED AND TO GENERALLY SUPPORT THE CHARITABLE WORK OF THE SAID HOSPITAL. II. TO PROVIDE AWARE-NESS, SUPPORT AND EDUCATION TO HEALTH PROFESSIONALS, PATIENTS AND FORMER PATIENTS, CAREGIVERS AND THE PUBLIC ABOUT HEAD AND NECK CANCER WITHIN THE UK AND OTHER COUNTRIES.

Activities: We reach out and offer fantastic support 24/7 and will refer you to other 3rd party services if that's what you need. Our Charity is run by patients, carers, family and friends so everyone understands the problems when you are diagnosed with head and neck cancer. The Swallows was formed by cancer patients to help and support fellow sufferers and their carers.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Austria
- France
- Germany
- Ireland
- Isle Of Man
- Italy
- Netherlands
- New Zealand
- Romania
- Scotland
- South Africa
- Spain
- Sweden
- Switzerland
- United States
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-30	£121,015	£122,048	-	-
2024-03-30	£112,747	£150,613	-	-
2023-03-30	£193,692	£206,440	-	-
2022-03-30	£152,667	£180,784	-	-
2021-03-30	£240,000	£140,000	-	-

Trustees

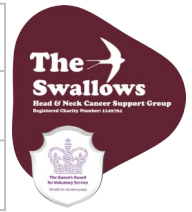
Name	Role	Appointed
Ali Khurram Professor		2024-03-25
Andrew Grice		2017-09-14
Joseph Bannister		2020-03-12
Lyanne Wright		2024-03-24
Mohammad Amirkhani		2024-04-22
Norman Joseph Hill		2014-06-12

THE SWALLOWS HEAD & NECK CANCER SUPPORT GROUP

England & Wales - Charity number 1149794

Accounts

Trustees' Annual Report for the period



Period start date		Period end date					
From	1	April	2024	To	31	March	2025

Section A Reference and administration details

Charity name	The Swallows Head & Neck Cancer Support Group		
Other names charity is known by	None		
Registered charity number (if any)	1149794		
Charity's principal address	2 Sycamore Trading Estate		
	Squires Gate Lane		
	Blackpool, Lancashire		
	Postcode	FY4 3RL	

Names of the existing charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Grice	Chair		The Board
2	Norman Hill	Trustee		The Board
3	Joe Bannister	Treasurer		The Board
4	Ali Khurram	Trustee		The Board
5	Lyanne Wright	Trustee		The Board
6	Mo Amirkhani	Trustee		The Board
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18				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accounts	Lawsons Accountants	19 Prestbury Avenue Blackpool FY4 1PT
Independent Examiner	Andy Moore	Blaenpentre, Swyddffynnon, Ystrad Meurig, SY25 7AW
Clinical Advisor	A Nigam, Surgeon	Victoria Hospital, Blackpool
Clinical Nurse	Joanne Ashton	Blackpool Victoria Hospital, Blackpool

Name of chief executive or names of senior staff members (Optional information)

Mr Christopher Curtis, Chief Executive Officer
Mrs Sharon Curtis, Charity Manager

Section B Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted November 2012 and updated 15 th May 2024 at the AGM
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the AGM held in November or during the year with all Trustee approval

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees. • the charity’s organisational structure and any wider network with which the charity works. • relationship with any related parties. • trustees’ consideration of major risks and the system and procedures to manage them. 	<p>Governance and Organisational Structure</p> <p>Trustee Induction and Training The Swallows Head & Neck Cancer Support Charity has adopted a comprehensive induction process for new trustees to ensure they are well-equipped to carry out their duties effectively. New trustees receive a welcome pack that includes the charity’s governing document, recent financial reports, the strategic plan, and guidance from the Charity Commission on the responsibilities of trustees. Ongoing development is encouraged through access to relevant training opportunities, charity sector webinars, and updates on emerging legal and governance issues.</p> <p>Organisational Structure and Networks The charity is governed by a Board of Trustees, who are responsible for strategic oversight, compliance, and safeguarding the charity’s values and mission. Day-to-day operations are managed by a dedicated core team of staff and volunteers. The Swallows works closely with a network of healthcare professionals, hospitals, dental surgeries, cancer support organisations, and advocacy groups, both in the UK and internationally. This collaborative approach strengthens the impact of our programmes and allows us to share best practices across the head and neck cancer community.</p> <p>Related Party Relationships There have been no related party transactions during the reporting year. All trustees have declared any potential conflicts of interest, and none have been identified. The charity continues to maintain robust procedures to ensure transparency and integrity in all its dealings.</p> <p>Risk Management The Trustees are committed to identifying and managing major risks that could impact the charity’s ability to meet its objectives. A risk register is maintained and reviewed regularly, with particular attention paid to</p>
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financial sustainability, safeguarding, data protection, reputational risks, and volunteer management. Key systems are in place to mitigate these risks, including insurance policies, safeguarding protocols, data handling policies (in line with GDPR), and strict financial controls. Regular board meetings ensure that emerging risks are promptly addressed, and mitigation strategies are updated accordingly.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

Swallows Head & Neck Cancer Charity, A Beacon of Support

The charity is dedicated to patients and caregivers affected by head and neck cancers and plays a crucial role in providing support and resources. The mission revolves around four key pillars: Support, Awareness, Research and Advocacy.

Support

Comprehensive support for patients, caregivers, families facing head and neck cancers. Includes emotional support, practical assistance navigating the complexities of treatment and recovery into survivorship.

Support group meetings facilitated by the charity creates a safe space for individuals to share experiences and insights, fostering a sense of community, family and understanding. The meeting in your area is held every 2nd Thursday of the month where patients, caregivers, family and friends come together in a relaxed and friendly environment to meet like-minded people.

Awareness

The charity actively engages in raising awareness about head and neck cancers, their risk factors and symptoms. Education and early detection are pivotal in improving outcomes for patients. The charity collaborates with health professionals around the globe, conducts awareness campaigns, and utilises various platforms to disseminate information to the public.

Making a Difference

The charity stands as a beacon of hope for those navigating the challenge of head and neck cancers. By providing support 24/7, raising awareness, supporting research, supporting hospital teams, and advocating for change, the charity contributes significantly to the well-being of individuals and families affected by these complex cancers. Patients, caregivers, family members and friends all gather to have a social evening and chat about how they are dealing with the head and neck cancer journey. Currently, we have several support groups in the UK and our unique international virtual monthly patient and caregiver meeting. Our experience, and feedback gathered from attendees, is that they value this time spent together to talk about their own specific issues in an open and honest way and to receive support.

Making a difference in the fight against head and neck cancers

Our cancers pose unique challenges, affecting vital areas, the mouth, throat, nose, and salivary glands. Coping with the physical, emotional, and financial burdens can be overwhelming for individuals and their families. We step in to provide support, awareness, and hope.

Our website highlights the locations where we have our current groups. If you have one close to you, make a call or send an email to start on a new journey of hope and belief or just turn up at the next meeting where a friendly face will greet you.

24/7 Support Patient & Caregiver Line: 07504 725 059

24/7 Support Patient & Caregiver Text support line 07830 929 400

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

- **Public Benefit Statement: Summary of Activities**

The trustees of *The Swallows Head & Neck Cancer Charity* confirm that they have complied with their duty under section 17 of the Charities Act 2011 to have due regard to the guidance on public benefit published by the Charity Commission in determining the activities undertaken by the charity.

Over the past year, The Swallows has delivered a wide range of impactful services and programmes for the public benefit in accordance with its charitable objectives: to relieve sickness and preserve health among those affected by head and neck cancer, including patients, caregivers, family members, and healthcare professionals.

Key activities undertaken include:

- **24/7 Support Line and Text Services**

Offering round-the-clock emotional and practical support to patients, caregivers, and families via telephone and SMS, ensuring immediate help is available at any time, especially during times of crisis.

- **Monthly Online and In-Person Support Groups**

Facilitating peer-led support meetings across the UK—including new groups in the Midlands and high-attendance meetings in Ipswich—providing compassionate, safe environments for individuals to share their experiences, reduce isolation, and access resources.

- **Distribution of Patient Support Boxes**

Delivering over 150 bespoke Swallows Support Boxes to patients undergoing or recovering from treatment. These include comfort items and oral care products to ease treatment side effects.

- **Raising Awareness and Delivering Education Materials**

Distributing over 2,000 awareness and information materials to hospitals, dental surgeries, GP clinics, libraries, and community centres, helping to educate the public and health professionals on the signs, symptoms, and lived experience of head and neck cancer.

- **International Head & Neck Cancer Conference 2024**

Hosting a two-day global conference attended by patients, caregivers, clinicians, and researchers. Funding enabled patients and volunteers from across the UK to attend by covering travel and accommodation expenses, removing financial barriers to participation.

- **Support for NHS Hospital Reach**

Providing practical and emotional support to patients in every UK hospital treating head and neck cancer.

- **Awareness Campaigns**

Delivering targeted campaigns, including a UK-wide HPV vaccine awareness programme for boys in schools, helping to prevent future head and neck cancer cases.

These activities are designed to benefit the public by improving health outcomes, reducing patient and caregiver distress, and promoting awareness and education around head and neck cancer. The trustees are confident that the charity's work meets the public benefit requirement and continues to provide critical support where it is most needed.

Additional details of objectives and activities (Optional information)

- **Additional Details of Objectives and Activities**

Charitable Objectives

The primary aim of *The Swallows Head & Neck Cancer Charity* is the relief of sickness and the preservation of health for individuals affected by head and neck cancer, including patients, caregivers, family members, and healthcare professionals. This is achieved through a wide range of supportive, educational, and awareness-raising activities carried out across the UK and internationally.

Core Activities and Delivery Methods

To meet these objectives, the charity undertakes the following key activities:

- **1. Patient and Caregiver Support Services**

- **24/7 Support Line and Text Messaging Services:**
Our around-the-clock helpline and SMS support system provide direct access to emotional support and guidance, especially during critical out-of-hours periods.
- **Online and In-Person Support Groups:**
Regular monthly meetings are held online and face-to-face across the UK, including newly established groups in the Midlands, such as Northampton, and thriving existing groups like Ipswich, which averages 50 attendees per session.
- **Bespoke Swallows Support Boxes:**
Delivered free of charge to patients undergoing or recovering from treatment, these boxes include practical items and comfort aids such as Saliveze dry mouth spray, oral care products, and reassuring literature.
- **2. Awareness, Education, and Advocacy**
- **Awareness Materials and Campaigns:**
We produce and distribute printed leaflets, posters, and campaign materials to hospitals, dental surgeries, libraries, GP practices, and community centres to raise awareness of early signs and symptoms, and to promote our services.
- **HPV Vaccine Campaign in Schools (UK-Wide):**
Launched to raise awareness of the HPV vaccine for boys and its role in preventing head and neck cancers, delivered through schools, youth groups, and online engagement platforms.
- **Awareness Films and Patient Stories:**
Educational videos are produced and shared online and through NHS partners to inform the public and support newly diagnosed individuals.
- **3. Volunteer and Health Professional Engagement**
- **Conference Participation and Training Support:**
Through the generous support of funders like the Get A-Head Charity, we have enabled over 60 patients, caregivers, and health professionals to attend the International Head & Neck Cancer Conference by covering travel and accommodation costs.
- **Clinical Collaboration:**
We work closely with ENT units, oncology teams, and speech and language therapists across NHS hospitals to ensure continuity of care and signposting to community support.
- **Global Expansion of Support Network:**
The Swallows now supports hospitals and health professionals in 214 hospitals across Spain, 2 in the USA, 3 in Australia, and 1 in New Zealand, creating an international family of head and neck cancer advocates.
- **4. Fundraising and Community Engagement**
- **Fundraising Events and Restaurant Partnerships:**
Events like the launch of the Restaurant Card at Cinco's Mexican Restaurant on 31st March 2025 promote community involvement and generate income to sustain support services.
- **Peer-Led Initiatives and Social Evenings:**
We empower survivors and caregivers to lead support efforts in their communities, ensuring the voice of lived experience remains central to everything we do.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Additional Statements

- Policy on Grant making

The Swallows Head & Neck Cancer Charity actively seeks and administers external grants to fund specific projects that align with our charitable aims namely the support, education, and empowerment of individuals affected by head and neck cancer. All grant funding is applied in accordance with the objectives agreed upon by the trustees, ensuring full transparency and measurable outcomes. Notable recent grant funding includes:

- Get A-Head Charity (£12,000): Supporting the expansion of monthly patient and caregiver support groups across the Midlands, along with enhancement of the 24/7 helpline and resource distribution.
- Conference Subsidy Funding: Grants and sponsorships were used to ensure the participation of patients, caregivers, and healthcare professionals at the 2024 International Head & Neck Cancer Conference by covering travel and accommodation expenses.

We maintain strict governance processes for all grant-related activity, including internal monitoring and post-grant impact reporting.

- Policy on Programme-Related Investment

While The Swallows does not currently hold any programme-related investments in the traditional financial sense, all charitable resources are strategically reinvested into service expansion, innovation, and sustainability. Any surplus is allocated towards long-term goals such as digital service development, research partnerships, and widening access to support resources nationally and internationally.

Future considerations may include investment in digital infrastructure or long-term awareness campaigns, always aligned with our charitable objectives and financial safeguards.

Contribution Made by Volunteers

Volunteers are at the heart of everything we do and continue to make a profound contribution to the reach and success of the charity.

- **Support Group Facilitators:** Trained volunteers lead local and virtual support groups, offering lived experience, emotional support, and practical guidance.
- **Helpline Responders:** Our 24/7 phone and text line is staffed primarily by dedicated volunteers, many of whom are former patients or caregivers themselves.
- **Conference & Event Support:** Volunteers help deliver national events, such as the International Head & Neck Cancer Conference, and play a key role in awareness days and community fundraising.
- **Resource Distribution & Hospital Liaison:** Volunteers hand-deliver Swallows Support Boxes and materials to NHS hospitals, GP surgeries, dental clinics, and libraries across the UK.

Their collective contribution is invaluable—offering time, empathy, and real-world understanding. Without our volunteer team, many of our services would not be possible.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Summary of the Main Achievements of the Charity During the Year

Over the past year, The Swallows Head & Neck Cancer Charity has made significant strides in supporting patients, caregivers, and healthcare professionals affected by head and neck cancers across the UK and internationally. Key achievements include:

- **Expansion of Support Services**
- **Monthly Face-to-Face Support Groups** were launched or expanded in multiple locations, including a highly successful Ipswich group with average monthly attendance exceeding 50 individuals. Planning has also begun for a new Northampton group launching in 2025.
- **Online Support Meetings** saw increased attendance across the Midlands and beyond, enabling isolated patients and caregivers to connect, share, and access emotional support.
- **24/7 Helpline and Text Support Services** were further developed, offering immediate, compassionate assistance day or night. Testimonials continue to show how vital this service is for those in crisis.
- **Distribution of Support Resources**
- **Over 150 Swallows Support Boxes** were distributed across the Midlands, offering patients practical essentials, comfort items, and emotional reassurance.
- **More than 2,000 printed awareness materials** were delivered to hospitals, GP clinics, dental practices, libraries, and community hubs across the UK, with additional outreach to international

- locations including Spain, Australia, the USA, and New Zealand.
- **Educational & Awareness Impact**
 - **Launch of the Swallows Restaurant Card** in March 2025 at Cinco's Mexican Restaurant raised awareness of post-treatment eating challenges while creating inclusive dining experiences for patients.
 - Continued collaboration with NHS trusts and hospitals to increase early diagnosis, patient education, and caregiver involvement.
 - Awareness campaigns expanded through social media, printed materials, and community engagement.
 - **International Head & Neck Cancer Conference**
 - Successfully hosted the 2024 International Head & Neck Cancer Conference, providing a platform for patients, caregivers, and professionals to exchange knowledge and best practices.
 - Funding support enabled the attendance of numerous patients, caregivers, and volunteers by covering travel and accommodation costs, ensuring inclusivity.
 - **Grant-Funded Initiatives**
 - Secured a **£12,000 grant from Get A-Head Charity**, enabling the expansion of support groups, 24/7 communication services, awareness film production, and outreach materials across the Midlands.
 - **Global Support Network Growth**
 - Strengthened international links by offering support to over **214 hospitals in Spain**, as well as partners in the **USA (2), Australia (3), and New Zealand (1)**, truly expanding the Swallows' reach to a global community.
 - **Volunteer Engagement**
 - Volunteer contributions increased significantly, with new team members supporting everything from hospital visits and awareness events to resource delivery and helpline support.

Impact Statement: The Swallows Head & Neck Cancer Charity

Over the past year, The Swallows Head & Neck Cancer Charity has continued to grow its impact across the UK and internationally, delivering on its mission to ensure that no one affected by head and neck cancer feels alone. Through a combination of patient-focused services, caregiver support, professional collaboration, and public education, our charity has created life-changing connections and vital access to resources during the most difficult of times.

- National and International Reach
- We now provide support to all hospitals in the UK treating head and neck cancer, as well as 214 hospitals in Spain, 2 in the USA, 3 in Australia, and 1 in New Zealand—building a global family of patients, caregivers, health professionals, and researchers.
- Direct Support Services
- Our 24/7 helpline and text support service has become a lifeline for patients and caregivers at any hour, with countless testimonials from those who received critical reassurance in moments of fear or uncertainty.
- Our monthly face-to-face support groups have seen impressive attendance, including our Ipswich group which welcomes over 50 participants each month. These meetings provide vital peer support and social interaction.
- Online group sessions continue to bring together individuals from all corners of the UK, offering accessible support regardless of geography.

- Resources and Awareness
- We distributed over 150 Swallows Support Boxes to patients undergoing treatment—packed with items that offer comfort, care, and a sense of solidarity.
- More than 2,000 awareness leaflets and posters were delivered to hospitals, GP surgeries, dental clinics, libraries, and community spaces, improving understanding of head and neck cancer and where to seek help.
- The launch of our Restaurant Card at Cinco's Mexican Restaurant in March 2025 helped raise awareness of eating and swallowing challenges, creating a more inclusive environment for those recovering from treatment.
- Collaboration and Education
- Thanks to the £12,000 grant from Get A-Head Charity, we expanded support group coverage across the Midlands, enhanced volunteer outreach, created new awareness materials and films, and initiated new hospital partnerships.
- Our International Head & Neck Cancer Conference 2024 was attended by hundreds of patients, caregivers, volunteers, and healthcare professionals. Many were only able to attend due to our funded travel and accommodation support.
- We proudly launched the Suzanne Vanderell Research Award, empowering young researchers with financial support and a global platform to present their work.
- Human Impact

From a late-night phone call to a patient in distress, to a caregiver finding relief in a group meeting, or a young researcher sharing their findings at our international conference—the Swallows community delivers comfort, empowerment, and connection when it is needed most.

Testimonials

We will be eternally grateful.

It's definitely a 5 star 🌟🌟🌟🌟🌟 award from us.

Take care

Daphene

Caregiver

I first had contact with The Swallows Charity after seeking advice for my mum who has swallowing issues following radiotherapy. Chris was so helpful and supportive, sending out a support box and advising on different mouth washes and mouth sprays. I have continued to have links with the charity, not only on a personal level but also a professional level as I work with Head and Neck cancer patients. The charity is wonderful, both Chris and Sharon are amazing - providing support and advice as well as increasing public awareness of Head and Neck Cancer. The annual conference along with their monthly support meetings are so beneficial for so many survivors. I wouldn't hesitate to signpost family, friends or my patients to this charity, and I would definitely give them 5 stars

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Debbie

Senior Physiotherapy Support Worker

I will be forever grateful to my dentist and the consultant and his team who operated and looked after me. The NHS is truly wonderful. I have a life changing condition, but I am thankful for every day. I know

Section D

Achievements and performance

how fortunate it was that the cancer was caught early. Like everyone, I really do worry about the future. All sorts of thoughts occupy my mind at certain times of the day and night, these are a natural part of the future, but I hope to continue with a positive frame of mind and live and enjoy each day as best I can. I have very recently been diagnosed with pre cancer and so here we go again on the journey. I am so glad I can share my thoughts and feelings with the Swallows Family on the Zoom meetings for moral support. Family and friends are lovely, but they do not understand as fellow cancer sufferers (for want of a better word) do, so long live the Swallows Charity.

Susan
Patient

My name is Karen and you recently, and very kindly, sent me a box of goodies. I just wanted to say a 'Great Big Thank You' for your gift box. The contents are helping me with my mouth and throat after 4 weeks of radiotherapy to my neck. It is overwhelming, but the kindness of people and their wanting to help others is heartwarming. I've had a tough 18 months, firstly with my mum being diagnosed with Lymphoma, then myself with the same cancer 10 months later. Unfortunately, my chemotherapy didn't erase all my cancer, hence the radiotherapy.

I have seen you have a JustGiving page, I shall be making a donation on there, so you can carry on sending out these wonderful boxes which DO make a big difference to those in need. Your kindness and thoughtfulness mean more than I can express.

Thank You again
Karen
Patient

The Swallows Head and Neck Charity is one of the most valuable resources us head and neck cancer patients have.

From running an informative and innovative annual conference to being available for help and advice on a 24 hour basis, they have wonderfully filled a void in cancer care. They run regular meetings and have particularly good caregiver support. Caregiver support is a hugely neglected aspect of care.

They provide support boxes full of all sorts of mouth goodies. I received one early in my recovery and found everything useful.

I volunteer for Macmillan, and I frequently signpost people to the Swallows.

Dani
Support Worker

Section E

Financial review

Brief statement of the charity's policy on reserves

- **Reserves Policy Statement**

The Swallows Head & Neck Cancer Charity maintains a reserves policy to ensure financial stability and continuity of core services in the event of unforeseen circumstances. The trustees have reviewed the financial needs of the charity and determined that it is prudent to hold unrestricted reserves equivalent to **three to six months of operating costs**. This allows the charity to:

- Continue delivering essential support services (including the 24/7

- helpline and support groups) during periods of income disruption.
- Respond flexibly to urgent needs from patients, caregivers, or health partners.
- Ensure sustainability and confidence among funders, stakeholders, and beneficiaries.

The reserves are reviewed annually by the trustees in line with the Charity Commission's guidance on public benefit and financial governance. Any surplus above the agreed threshold is considered for reinvestment into service expansion, innovation, or strategic development projects that align with our charitable objectives.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity.
- investment policy and objectives including any ethical investment policy adopted.

Additional Financial Information

Principal Sources of Funds

The Swallows Head & Neck Cancer Support Charity's principal sources of income include grants from charitable trusts and foundations (notably the Get A-Head Charity), individual donations, regular fundraising campaigns, corporate partnerships, and proceeds from public awareness events such as our annual International Head & Neck Cancer Conference. The launch of restaurant fundraising initiatives, like the Swallows Restaurant Card at Cinco's Mexican Restaurant, has also contributed to community-based fundraising efforts.

Use of Funds and Support of Key Objectives

Expenditure during the year has been carefully aligned with our charitable objectives. Funding has directly supported:

- Monthly peer support meetings for patients and caregivers across the Midlands and other UK regions.
- Expansion of our 24/7 telephone and text support line, which continues to provide vital, round-the-clock assistance to those in need.
- Distribution of Swallows Support Boxes containing comfort and care items tailored for head and neck cancer patients.
- Creation and distribution of awareness and information materials to hospitals, GP surgeries, dental clinics, and community centres throughout the UK.
- The delivery of educational opportunities through our International Head & Neck Cancer Conference, including reimbursing travel and accommodation expenses for attending patients, caregivers, volunteers, and healthcare professionals.

These initiatives continue to ensure that no one affected by head and neck cancer is left feeling isolated, and that critical resources are available at every stage of their journey.

Investment Policy and Ethical Considerations

The Swallows Charity adopts a cautious and ethical approach to the management of its financial reserves. Surplus funds are held in interest-bearing accounts with reputable UK financial institutions to ensure security and liquidity.

The charity does not currently engage in high-risk investment activity and avoids investments in industries or entities that conflict with our charitable values, such as those involved in tobacco, alcohol, or unethical healthcare practices.

Section F Other optional information

During the reporting period:



- **No conflicts of interest** were identified or declared by any trustee.
- **There were no related party transactions** undertaken in the year.
- The trustees confirm that they have **complied with their duty under Section 17 of the Charities Act 2011** to have due regard to the guidance issued by the Charity Commission on public benefit when exercising any powers or duties to which the guidance is relevant.

The charity remains committed to transparency, strong governance, and adherence to all regulatory responsibilities to ensure the integrity of its operations and the trust of its supporters and beneficiaries.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Andrew Grice	Norman Hill
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	11/11/25	



THE SWALLOWS HEAD & NECK CANCER SUPPORT GROUP

Charity number: 1149794

1st April 2024 to 31st March 2025

Receipts and payments accounts

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Last year
	£	£	£	£	£
Receipts					
Grants/Sponsorship received	2500	53552		56052	65252
Shop takings				0	13454
Donations	51225			51225	22653
Just giving				0	10723
Fundraising	13175			13175	240
Bank interest received	563			563	424
Total	67463	53552	0	121015	112747
Payments (revenue expenses)					
Payroll	44601			44601	42446
Conference	9000	15000		24000	30000
Rent/Rates/Room hire/Storage	7494	2269		9763	19203
Core 20 project				0	8104
Marketing - Website/Printing / Advertising	1198	9799		10996	13811
HNCC				0	1373
Professional fees	950	9091		10041	3517
Patient grants and support		239		239	3261
Travel, Food, Mileage & Subsistence	2786	6032		8817	12596
Subscriptions/Licenses	382			382	4707
IT Equipment/services and software	4641			4641	2159
Utilities: Electric/Gas/Phone/Water	1024			1024	1554
Insurance	660			660	258
Postage	4361			4361	4076
HR and training	84			84	0
Sundry	175			175	1774
EPOS System				0	345
Repairs & Maintenance	4			4	157
Just giving cost				0	0
Fundraising costs	72			72	930
Speak Unique	798			798	
Accountancy	1384			1384	0
Bank charges	6			6	343
	79619	42429	0	122048	150613
Surplus/(Deficit) for year	-12156	11123	0	-1033	-37866
Cash funds last year end brought forward	23317	2000	0	25317	
Cash funds this year end carried forward	11161	13123	0	24284	

THE SWALLOWS HEAD & NECK CANCER SUPPORT GROUP

Charity number: 1149794

1st April 2024 to 31st March 2025


Statement of assets and liabilities at the end of the period

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
Cash & Bank Funds				
Cash				0
Current a/c	2209	2000		4209
Savings #1	3249			3249
Savings #2	5703	11123		16826
	11161	13123	0	24284

Assets	Fund Owner	Estimated Value £	
Storage deposit		891	

Liabilities	Fund Liabe	Estimated Amount £	When due
PAYE	Unrestricted	750	Apr-24

Signed


andrew grice / Nov.11.2025 12:30:46 GMT.....

Name

andrew grice
.....

Date

Nov 11, 2025
.....

Restricted Funds Flow	Opening Balance	Income	Expenditure	Closing Balance
Get A-Head (Patient Support, ongoing)	0	24000	12877	11123
GSK (Conference)	0	15000	15000	0
MacMillan (Awareness)	0	14552	14552	0
Saturday Trust (Patient Support, ongoing)	2000	0	0	2000
	2000	53552	42429	13123
Unrestricted	23317	67463	79619	11161
Restricted + Unrestricted	25317	121015	122048	24284

Swallows receipts and payments accounts 24 25

Final Audit Report

2025-11-11

Created:	2025-11-11
By:	Chris Curtis (chris@theswallows.org.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAILXy75ci8qP-dtpYGDM8SUhhiEEW1Mmu

"Swallows receipts and payments accounts 24 25" History

-  Document created by Chris Curtis (chris@theswallows.org.uk)
2025-11-11 - 12:25:56 PM GMT
-  Document emailed to andrew.grice@sjpp.co.uk for signature
2025-11-11 - 12:27:42 PM GMT
-  Email viewed by andrew.grice@sjpp.co.uk
2025-11-11 - 12:30:07 PM GMT
-  Signer andrew.grice@sjpp.co.uk entered name at signing as andrew grice
2025-11-11 - 12:30:44 PM GMT
-  Document e-signed by andrew grice (andrew.grice@sjpp.co.uk)
Signature Date: 2025-11-11 - 12:30:46 PM GMT - Time Source: server
-  Agreement completed.
2025-11-11 - 12:30:46 PM GMT



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Swallows Head and Neck Cancer Support Group

**On accounts for the year
ended**

31/12/25

**Charity no
(if any)**

1149794

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

11/11/25

Name:

Andy Moore

Address:

Blaenpentre Swyddffynnon, SY25 6AW

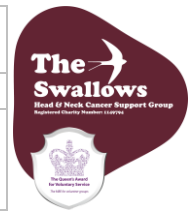
THE SWALLOWS HEAD & NECK CANCER SUPPORT GROUP

England & Wales - Charity number 1149794

Accounts

Trustees' Annual Report for the period

		Period start date			Period end date		
	1	April	2023	31	March	2024	
From				To			



Section A Reference and administration details

Charity name The Swallows Head & Neck Cancer Support Group

Other names charity is known by None

Registered charity number (if any) 1149794

Charity's principal address Business First

Amy Johnson Way

Blackpool, Lancashire

Postcode

FY4 2RP

Names of the existing charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Grice	Chair		The Board
2	Norman Hill	Trustee		The Board
3	Joe Bannister	Treasurer		The Board
4	Ali Khurram	Trustee		The Board
5	Lyanne Wright	Trustee		The Board
6	Mo Amirkhani	Trustee		The Board
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accounts	Lawsons Accountants	19 Prestbury Avenue Blackpool FY4 1PT
Charity Advisor/Auditor	Andy Moore	Blaenpentre, Swyddffynnon, Ystrad Meurig, SY25 7AW
Clinical Advisor	A Nigam, Surgeon	Victoria Hospital, Blackpool
Clinical Nurse	Fahida Rehman-Mandy	Torbay Hospital, Torbay

Name of chief executive or names of senior staff members (Optional information)

Mr Christopher Curtis, Chief Executive Officer

Mrs Sharon Curtis, Charity Manager

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted November 2012 and updated 15 th May 2024 at the AGM
How the charity is constituted (eg. trust, association, company)	Trustees
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the AGM held in November or during the year with all Trustee approval

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees.
- the charity's organisational structure and any wider network with which the charity works.
- relationship with any related parties.
- trustees' consideration of major risks and the system and procedures to manage them.

We have a policy in place to safeguard vulnerable adults and it will be carried out in line with our policy and procedures.

We have a strong working relationship with hospitals and receive patient, caregivers' referrals plus advice on dealing with patients.

We support Head & Neck Cancer Patients, Caregivers, and family at the point they need the support 24/7.

Our Trustees give their time voluntary and receive no remuneration or other benefits for carrying out Trustee duties.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Swallows Head & Neck Cancer Charity, A Beacon of Support
The charity is dedicated to individuals affected by head and neck cancers and plays a crucial role in providing support and resources. The mission revolves around four key pillars: Support, Awareness, Research and Advocacy.

Support

The Swallows Head & Neck Cancer charity offers a comprehensive support network for patients, caregivers and families facing head and neck cancers. This includes emotional support, practical assistance in navigating the complexities of treatment and recovery into survivorship.

Support group meetings facilitated by the charity creates a safe space for individuals to share experiences and insights, fostering a sense of community, family and understanding. The meeting in your area is held every 2nd Thursday of the month where patients, caregivers, family and friends come together in a relaxed and friendly environment to meet like-minded people.

Awareness

The charity actively engages in raising awareness about head and neck cancers, their risk factors and symptoms. Education and early detection are pivotal in improving outcomes for patients. The charity collaborates with health professionals around the globe, conducts awareness campaigns, and utilises various platforms to disseminate information to the public.

Making a Difference

The charity stands as a beacon of hope for those navigating the challenge of head and neck cancers. By providing support 24/7, raising awareness, supporting research, supporting hospital teams, and advocating for change, the charity contributes significantly to the well-being of individuals and families affected by these complex cancers. Patients, caregivers, family members and friends all gather to have a social evening and chat about how they are dealing with the head and neck cancer journey. Currently, we have several support groups in the UK and our unique international virtual monthly patient and caregiver meeting. Our experience, and feedback gathered from attendees, is that they value this time spent together to talk about their own specific issues in an open and honest way and to receive support.

Making a difference in the fight against head and neck cancers

Our cancers pose unique challenges, affecting vital areas, the mouth, throat, nose, and salivary glands. Coping with the physical, emotional, and financial burdens can be overwhelming for individuals and their families. We step in to provide support, awareness, and hope.

Our website highlights the locations where we have our current groups. If you have one close to you, make a call or send an email to start on a new journey of hope and belief or just turn up at the next meeting where a friendly face will greet you.

24/7 Support Patient & Caregiver Line: 07504 725 059 Office phone

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Contribution made by our volunteers

Our volunteers are the backbone of the charity and have volunteered lots of hours to help the charity maintain the growth and support to patients, caregivers, and the NHS.

On the 2nd June 2017 our volunteers were recognised by the Queen and the charity received the Queens Award for Voluntary Sector.

Summary of the main achievements of the charity during the year

Supply of Awareness Leaflets & Posters

Supply leaflets and posters to Doctor & Dentist surgeries, Hospitals, and all departments,

Supported the Heath Mela conference

Supported several Health Mela conferences and arranged to have an Oral Screening Day lead by a local dentist '60 seconds to save a life'

Spoke and attended various conferences and events

We spoke at various conferences about the issues patients and caregivers have through the cancer journey – conferences were for patients, caregivers and clinical staff.

Monthly Support Meetings

Hold monthly support meeting across the UK every month where patients & caregivers come together to talk and support each other.

Since inception we have now supported in the region of 13,000 head & neck cancer patients and caregivers.

Patient Support Boxes

We supply Patient Support Boxes to Head & Neck Cancer Patients in the region of 300 a month sent throughout the UK following a referral from the health professional teams.

Patient & Caregiver 24/7 Support Line

We run a 24/7 support line for patients and caregivers, this is not a call centre or message service but a live call.

Hold an annual International Head & Neck Cancer Conference

Hearing from Inspirational Speakers

From United States of America, Australia, Spain, and the UK. Whether they are Cancer Survivors or World-Renowned Health Professionals all will be sharing their experiences with Head & Neck cancer.

Enhancing knowledge

Learning from a room full of people, whether patients, caregivers or health professionals, who are passionate about making a difference and improving the Head & Neck Cancer journey... there really will be something for everyone!

Facilitating the making of connection

Lots of networking activities provide the perfect opportunity for

everyone to meet both friends old and new, strengthen existing relationships and catch up with like-minded people in a relaxed environment. For health professional organisations connecting and renewing acquaintances may also offer potential commercial opportunities.

Sharing ideas

Discussion with patients, caregivers, health professionals and companies in a unique environment, allowing all to share their own journey and see it within a broader context. The whole conference will provide those attending with opportunities to step beyond their own experiences and, for organisations, offer continued professional development.

Impact Statements

Where do I begin... I cannot thank Swallows enough for the support I have received as a caregiver for my husband from the very beginning of his journey, not long after diagnosis. My world had been turned upside down and I felt so alone and unable to share my worries with my husband. I didn't want to burden him. Both Chris and his wife have been a constant source of support whenever I have needed it. Sharing their experiences and giving reassuring advice and tips to help get through the treatment along with the never-ending side effects which were ever changing. My calls were always answered whenever I felt overwhelmed and, although I have a supportive network of family and friends, it was so reassuring to speak to someone who had been on a similar journey and could just listen to me and put my mind at rest. This journey has been a rollercoaster but with the support of Swallows it has helped iron out the bumps along the way! I know we still have a long road ahead of us but with Swallows support I know we will get there.

This group has been invaluable, and I really don't know how I would have coped without them and the shared WhatsApp advice along with the care boxes we received. I will never be able to thank Chris and Amanda and Swallows enough for the difference they have made and would like to send our sincere gratitude for everything. We will be eternally grateful.

It's definitely a 5 star 🌟 🌟 🌟 🌟 🌟 award from us.

Take care

Daphene

Caregiver

I first had contact with The Swallows Charity after seeking advice for my mum who has swallowing issues following radiotherapy. Chris was so helpful and supportive, sending out a support box and advising on different mouth washes and mouth sprays.

I have continued to have links with the charity, not only on a personal level but also a professional level as I work with Head and Neck cancer patients.

The charity is wonderful, both Chris and Sharon are amazing -

providing support and advice as well as increasing public awareness of Head and Neck Cancer. The annual conference along with their monthly support meetings are so beneficial for so many survivors. I wouldn't hesitate to signpost family, friends or my patients to this charity, and I would definitely give them 5 stars



Debbie

Senior Physiotherapy Support Worker

I will be forever grateful to my dentist and the consultant and his team who operated and looked after me. The NHS is truly wonderful.

I have a life changing condition, but I am thankful for every day. I know how fortunate it was that the cancer was caught early. Like everyone, I really do worry about the future. All sorts of thoughts occupy my mind at certain times of the day and night, these are a natural part of the future, but I hope to continue with a positive frame of mind and live and enjoy each day as best I can. I have very recently been diagnosed with pre cancer and so here we go again on the journey. I am so glad I can share my thoughts and feelings with the Swallows Family on the Zoom meetings for moral support. Family and friends are lovely, but they do not understand as fellow cancer sufferers (for want of a better word) do, so long live the Swallows Charity.

Susan

Patient

My name is Karen and you recently, and very kindly, sent me a box of goodies. I just wanted to say a 'Great Big Thank You' for your gift box. The contents are helping me with my mouth and throat after 4 weeks of radiotherapy to my neck. It is overwhelming, but the kindness of people and their wanting to help others is heartwarming. I've had a tough 18 months, firstly with my mum being diagnosed with Lymphoma, then myself with the same cancer 10 months later. Unfortunately, my chemotherapy didn't erase all my cancer, hence the radiotherapy.

I have seen you have a JustGiving page, I shall be making a donation on there, so you can carry on sending out these wonderful boxes which DO make a big difference to those in need. Your kindness and thoughtfulness mean more than I can express.

Thank You again

Karen

Patient

The Swallows Head and Neck Charity is one of the most valuable resources us head and neck cancer patients have.

From running an informative and innovative annual conference to being available for help and advice on a 24 hour basis, they have wonderfully filled a void in cancer care. They run regular meetings and have particularly good caregiver support. Caregiver support is a hugely neglected aspect of care.

They provide support boxes full of all sorts of mouth goodies. I

received one early in my recovery and found everything useful.

I volunteer for Macmillan, and I frequently signpost people to the Swallows.

Dani

Support Worker

Section E

Financial review

Brief statement of the charity's policy on reserves

The policy is to ensure that we have sufficient unrestricted funds available to meet unforeseen issues including the closure. Ast 31/3/24 we had £23,317 in unrestricted finds which is believed to be more than sufficient

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity.
- investment policy and objectives including any ethical investment policy adopted.

There are at the date of signature of this TAR no concerns about the charity continuing as a going concern

2023/24 saw the closure of the charity shop which reflects both reduced income and expenditure. Grant income was lower than the previous year

Section F

Other optional information

There were no conflicts of interest in the year

There were no related party transactions

The Trustees have complied with their duty to have due regard to the commissions public benefit guidance



When exercising any powers or duties to which the guidance is relevant

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
	Full name(s) Andrew Grice	Norman Hill
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	05/12/2024	



THE SWALLOWS HEAD & NECK CANCER SUPPORT GROUP

Charity number: 1149794

1st April 2023 to 31st March 2024

Receipts and payments accounts

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £	Last year £
Receipts					
Grants/Sponsorship received	10252	55000		65252	99844
Shop takings	13454			13454	59012
Donations	22653			22653	26920
Just giving	10723			10723	6779
Fundraising	240			240	1037
Bank interest received	424			424	99
Total	57747	55000	0	112747	193690
Payments (revenue expenses)					
Payroll	42446			42446	63135
Torquay Conf. (Chris Curtis Consultancy)	0	30000		30000	31800
Rent/Rates/Room hire/Storage	19203			19203	29033
Core 20 project	3104	5000		8104	1000
Marketing - Website/Printing / Advertising	8407	5404		13811	27959
HNCC	1373			1373	14579
Professional fees	3517			3517	7442
Patient grants and support	3261			3261	6087
Travel, Food, Mileage & Subsistence	0	12596		12596	5243
Subscriptions/Licenses	4707			4707	3783
IT Equipment/services and software	2159			2159	3407
Utilities: Electric/Gas/Phone/Water	1554			1554	3111
Insurance	258			258	2576
Postage	4076			4076	2687
HR and training	0			0	1193
Sundry	1774			1774	1367
EPOS System	345			345	722
Repairs & Maintenance	157			157	412
Just giving cost	0			0	216
Fundraising costs	930			930	158
Bank charges	343			343	531
	97613	53000	0	150613	206441
Surplus/(Deficit) for year	-39866	2000	0	-37866	-12751
Cash funds last year end brought forward	63184				
Cash funds this year end carried forward	25318				


Charity number: 1149794
1st April 2023 to 31st March 2024

Statement of assets and liabilities at the end of the period

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
Cash & Bank Funds				
Cash	0			0
Current a/c	4262	2000		6262
Savings #1	7712			7712
Savings #2	11343			11343
	23317	2000	0	25317

Assets	Fund Owner	Estimated Value £	
Nil			
Liabilities	Fund Liable	Estimated Amount £	When due
PAYE	Unrestricted	750	Apr-24

Signed

.....


Name

Andrew Grice

Date

5th December 2024



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Swallows Head & Neck Cancer Support Group

**On accounts for the year
ended**

31st March 2024

**Charity no
(if any)**

1149794

Set out on pages

1 and 2 below this report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

5/12/24

Name:

Andy Moore

**Relevant professional
qualification(s) or body
(if any):**

n/a

Address:

Blaenpentre, Swyddffynnon, Ystrad Meurig, SY25 7AW

THE SWALLOWS HEAD & NECK CANCER SUPPORT GROUP

England & Wales - Charity number 1149794

Accounts



Trustees' Annual Report for the period



From	Period start date			To	Period end date		
	01	04	2022		31	03	2023

Section A Reference and administration details

Charity name The Swallows Head & Neck Cancer Support Group

Other names charity is known by None

Registered charity number (if any) 1149794

Charity's principal address 68-70 Waterloo Road

Blackpool

Lancashire

Postcode FY4 1AB

Names of the existing charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Grice	Chair		The Board
2	Joe Bannister	Treasurer		The Board
3	Norman Hill			The Board
4	David Baxter		06/04/2023	The Board
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accounts		
Charity Advisor		
Clinical Advisor	A Nigam, Surgeon	Victoria Hospital, Blackpool
Clinical Nurse	Joanne Ashton	Victoria Hospital, Blackpool

Name of chief executive or names of senior staff members (Optional information)

Christopher Curtis

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted November 2012
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the AGM held in November or during the year with all Trustee approval

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>We have a policy in place to safeguard vulnerable adults and it will be carried out in line with our policy and procedures.</p> <p>We have a strong working relationship with hospitals and receive patient, carer referrals plus advice on dealing with patients.</p> <p>The charity supports the work of HPV Action team and the campaign to get all boys vaccinated against HPV.</p> <p>Our Trustees give their time voluntary and receive no remuneration or other benefits for carrying out Trustee duties.</p>
--	---

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

<p>We support all people affected by head and neck cancers, patients, caregivers, friends, or relatives. It is our mission for every person affected by head and neck cancer to have access to support at the point they need it, by the method of their choice, on a 24/7 basis.</p> <p>We hold monthly face-to-face Support Groups across the UK, along with a monthly virtual meeting which can be accessed across the globe. Information can be found on our website.</p>

Our meetings give both patients, caregivers the opportunity to discuss their issues, seek new ideas and help problem solve what they are going through.

We have a full range of information leaflets, posters, and books to help people understand Head & Neck Cancer and to also help early diagnoses of the disease.

It is a proven fact that early diagnosis saves lives. Therefore, it's important to educate and inform people globally about, how to avoid such cancers, and how to look for warning signs that allow for early diagnosis and treatment.

Our website has been designed by patients and caregivers for patients and caregivers, lots more information to help you with questions, information, and lots of patient & caregiver stories.

We keep in mind our Constitution and guidance from the Charities Commission when looking to support Head & Neck cancer patients, carers and family members and review these on a regular basis at our Trustee meetings.

We support all people affected by head and neck cancers, patients, caregivers, friends, or relatives. It is our mission for every person affected by head and neck cancer to have access to support at the point they need it, by the method of their choice, on a 24/7 basis.

Ensuring we can improve the cancer journey of Head & Neck cancer patients by supporting, awareness and creating a patient's voice.

We continue to share experiences with newly diagnosed patients who are on the cancer journey by holding regular monthly meetings, 24/7 support line and via our social media network plus website.

The charity shop continues to help with both fundraising and as a central point for awareness.

The trustees consistently correspond with patients, carers, family members and clinical staff to understand how the charity can support everyone.

We offer a 24/7 support line to allow patients to talk to someone who has been through the cancer journey so giving hope and understanding.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our volunteers are the backbone of the charity and have volunteered lots of hours to help the charity maintain the growth and support to patients, caregivers, and the NHS.

In June 2017 our volunteers were recognised by the Queen and the charity received the MBE for Voluntary Sector.

Section D

Achievements and performance

Summary of the main achievements of the charity during the yearEquipment Supplied to Hospitals for the benefit of Head & Neck Cancer Patients/Caregivers.Supply of Awareness Leaflets & Posters

Supply leaflets and posters to Hospitals, Doctors & Dental surgeries, Hospitals, Libraries, Cancer Clinics.

Supported the Heath Mela conference

Support local Health Mela events to drive awareness of inequalities in Head & Neck Cancer, arrange Oral Screening lead by local dentist.

Spoke and attended various conferences and events

We speak at various conferences about the issues patients and caregivers have through the cancer journey.

Campaign to get our boys vaccinated against HPV

We continue to drive the campaign for boys to be vaccinated at age 12 against HPV.

Monthly Support Meetings

Held a monthly support meeting every 2nd Wednesday of the month and have support in the region of 12,500 newly diagnosed patients.

We hold several events throughout the year.

Charity Shop and office

Our charity shop deals directly with the public to help with fundraising and have a high street presence to help with the Awareness campaign around Head and Neck cancer.

The premise allows us to have our head office based within the premises.

Working with the NHS 'Core20|Plus5'

Initiative, looking at the inequalities of Head & Neck Cancer

Section E Financial review

Brief statement of the charity's policy on reserves

We have three accounts.

1. Interest account
2. Working account
3. Red Ring Account (Projects)

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:



- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Chris Curtis	Norman Hill
Position (eg Secretary, Chair, etc)	Chief Executive Officer	Trustee
Date	5 th October 2023	5 th October 2023



Overview of the Audited Accounts

INCOME & EXPENDITURE	April 2022 - March 2023
INCOME	
Grants/Sponsorship received	£99,844.00
Shop takings	£59,012.00
Donations	£26,920.00
Just giving	£6,780.00
Fundraising	£1,037.00
Bank interest received	£99.00
Total Income	£193,692.00
EXPENSES	
Payroll	-£63,134.94
Chris Curtis Consultancy	-£31,800.00
Rent/Rates/Room hire/Storage	-£29,032.77
Marketing - Website/Printing / Advertising	-£27,958.50
HNCC	-£14,578.96
Professional fees	-£7,442.26
Patient grants and support	-£6,087.24
Travel, Food, Mileage & Subsistence	-£5,243.26
Subscriptions/Licenses	-£3,782.67
IT Equipment/services and software	-£3,406.90
Utilities: Electric/Gas/Phone/Water	-£3,110.70
Insurance	-£2,576.35
Postage	-£2,687.21
HR and training	-£1,193.04
Sundry	-£1,366.89
Core 20 project	-£1,000.00
EPOS System	-£722.40
Repairs & Maintenance	-£412.18
Just giving cost	-£216.00
Fundraising costs	-£158.00
Bank charges	-£530.60
Total expenses	-£206,440.87

Independent Auditors Report

Board of Trustees & Officials
The Swallows Head & Neck Cancer Support Group
68-70 Waterloo Road
Blackpool
FY4 1AB

I have audited the accompanying financial statements of accounts for The Swallows Head & Neck Cancer Support Group, dated 1st April 2022 to 31st March 2023.

I believe that the audit evidence that I have been provided and obtained is sufficient and appropriate to provide a basis for my audit opinion.

And in my opinion, the financial statements give a true and fair view of the financial transactions of The Swallow Head & Neck Cancer Support Group, Charity registration number 1149794, during year ending 31st March 2023.

Karen Makinson

Mrs Karen Makinson
56 Pilling Lane
Preesall
FY6 0HB

11th July 2023