

**OLDHAM CANCER SUPPORT CENTRE**  
**A Charitable Incorporated Organisation (CIO)**

**TRUSTEES' ANNUAL REPORT AND**  
**FINANCIAL STATEMENTS**

**For The Year Ended**  
**31 March 2022**

# OLDHAM CANCER SUPPORT CENTRE CIO

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## OLDHAM CANCER SUPPORT CENTRE CIO

### MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

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<b>Registered Charity Name</b>	Oldham Cancer Support Centre CIO
<b>Charity Number</b>	1150581
<b>Registered Office</b>	Ena Hughes Centre 2 Ellesmere Street Failsworth Manchester M35 9AD
<b>Directors and Trustees</b>	Ms P Williams Ms S Abbott Mr N Briggs Mr D Heyes Mr D Ryder Mr P Jacques Ms C Bradbury Mrs E Jacques (appointed 11/03/2022)
<b>Independent Examiner</b>	Community Accounting Lancashire C.I.C. Foxfields 9 Norley Close Chadderton Oldham OL1 2RA
<b>Bankers</b>	National Westminster Bank 8 Rochdale Road Royton Oldham OL2 6WA

# OLDHAM CANCER SUPPORT CENTRE CIO

## TRUSTEES ANNUAL REPORT

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The trustees present their annual report and the unaudited financial statements of the charity for the year ended 31<sup>st</sup> March 2022.

Oldham Cancer Support Centre Limited, a Charitable Company (company registered number: 07961393 – registered charity number: 1150581), converted to Oldham Cancer Support Centre CIO (a Charitable Incorporated Organisation) under registered charity number 1150581 at the Charity Commission on the 29<sup>th</sup> of December 2021.

A special resolution to convert Oldham Cancer Support Centre from a Charitable Company (limited by guarantee) into a Charitable Incorporated Organisation (CIO) was passed by the Board of Trustees at Oldham Cancer Support Centre on the 25<sup>th</sup> of November 2020. On the 7<sup>th</sup> of December 2021 the Board of Trustees passed an ordinary resolution to adopt the Charity Commission's Foundation Model for a Charitable Incorporated Organisation (CIO).

The annual accounts last year (for the year ended 31<sup>st</sup> March 2021) are classed as the "Pre-Conversion Year" and were prepared as a Charitable Company under FRS102 Charity SORP regulations under the Companies Act 2006.

Oldham Cancer Support Centre CIO was registered at the Charity Commission on the 29<sup>th</sup> of December 2021 (before the year end date of 31<sup>st</sup> March 2022). As such the accounts for this financial year (year ended 31<sup>st</sup> March 2022) are classed as the "Conversion Year," and are prepared on a Receipts and Payments basis under the Charities Act 2011. [Reference "The Charitable Incorporated Organisations (Conversion) Regulations 2017 (SI 2017/1232) Regulations 13-14].

### Aims

Oldham Cancer Support Centre offers support and information to anyone whose life is adversely affected by cancer i.e. cancer patients, their close family members/primary carers and those who have been bereaved by cancer.

Located in the Ena Hughes Centre in Failsworth our services include counselling and complementary therapies as well as practical advice about accessing information regarding finance, benefits, travel insurance, nutrition, safe exercise, interest groups etc.

We also run a monthly Patients' Support Group Meeting and a monthly Carers' Drop-in Group. Our Centre provides a calm place in which clients can relax and also have a cup of tea and a chat if they choose.

### Objectives

These continue to reflect the ethos of the Charity and it is important that we maintain and improve the Charity's work. By continuing to follow the public benefit guidance of the Charity Commission we aim to secure and maintain:

- sufficient funding to enable the Charity to be financially viable
- our professional services which support the needs of all our clients
- our ongoing training and support programme for our Volunteers
- an increase in the number of referrals via our professional networks
- an improvement in our profile to ensure that knowledge of our services is extended
- the provision of competent leadership by having effective governance and expertise

By providing our services the Charity supports all those whose lives are adversely affected by cancer and referrals can be made by any health professional in the area or clients can self-refer. Oldham Cancer Support Centre needs an adequate number of referrals to maintain an effective programme of support, which in turn ensures a high quality continuity of service. We continue to have excellent relationships with other cancer agencies in the area, thus promoting the Charity's work.

### Counselling and Therapies

**Counselling** – our highly qualified and experienced Counsellors provide invaluable support for those people who are going through extremely difficult times. Feedback demonstrates how beneficial this service is and how appreciative clients are.

# OLDHAM CANCER SUPPORT CENTRE CIO

## TRUSTEES ANNUAL REPORT

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**Complementary Therapies** – provided by well qualified and very experienced Therapists. Therapies available include reiki, reflexology, several different massages including aromatherapy, Indian head massage and Thai foot massage, hot stones treatment and holistic facials. All counselling and complementary therapy treatments are funded by the Charity.

**Patients' Support Group** – this group usually meets on the last Wednesday of each month and provides an opportunity for cancer patients, past and present, to meet together socially, have a coffee and then some lunch together. The group is facilitated by one of the Oldham Cancer Support Centre Counsellors who was also a palliative care nurse and is always available if anyone needs to speak to her on a one-to-one basis. She is assisted by another Oldham Cancer Support Centre Volunteer.

**Carers' Drop-in Group** – the group usually meets on the last Monday of each month. Three of Oldham Cancer Support Centre's Volunteers facilitate the group, but group members decide what they would like to do in each session. These meetings are invaluable to those carers who attend as they are usually the only times that they are able to take a break from caring for a loved one. It is an opportunity to share their experiences and relax in a very informal and friendly setting.

**Meditation and Relaxation Group** – this is usually held once a month and open to all who wish to attend, and is facilitated by one of our highly qualified therapists and funded by the Charity, being held in Failsworth Town Hall.

### Achievements for the Year

We reopened our Charity Shop on the 14<sup>th</sup> of April 2021 after we had been forced to close it at Christmas 2020, due to the Covid-19 lockdown restrictions imposed at the time.

After a slow start, sales in the shop gradually improved and by the end of the year we appeared to be back on track.

The fundraising group arranged a Quiz Night and a Christmas Fair, both of which were very successful.

The newly formed Walking Group, composing of cancer patients and volunteers, has gone from strength to strength and proves to be a very popular monthly event.

### Volunteers

These are the most important resource and asset of our Charity, their dedication is second to none and they give of their time and much more. The board of trustees are also volunteers and their dedication and hard work in guiding and overseeing the charity is invaluable.

### Financial Review

Our reserves policy is to hold 3 months of free reserve funds. We had a balance of £145,967 at the end of this financial year (compared to £115,955 in the previous year), with a surplus of £30,012.

The surplus in funds this year included a donation of £2,730.67 from "Oldham Cancer Support Centre" (registered charity number 1117993) by way of a donation, as shown in the financial statements and in the notes to the accounts, on note 4, page 10.

The Trustee's Annual Report was approved by the Board of Trustee's on the 12<sup>th</sup> of December 2022 and signed on their behalf by:



Norman Briggs  
**Chair of the Trustees**

# **OLDHAM CANCER SUPPORT CENTRE CIO**

## **REPORT TO THE MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF OLDHAM CANCER SUPPORT CENTRE CIO**

**YEAR ENDED 31 MARCH 2022**

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I report on the accounts for the year ended 31 March 2022 as set out on pages 6 to 9.

### **Respective Responsibilities of Trustees and Examiner**

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

The charity's trustees consider an audit is not required for this year under section 144 of the 2011 Act, and that an independent examination is needed.

It is my responsibility as independent examiner to:

- ~ examine the accounts under section 145 of the 2011 Act
- ~ follow the applicable Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act, and
- ~ to state whether particular matters have come to my attention

### **Basis of Independent Examiners Report**

My examination was carried out in accordance with the Directions 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 of disclosures in the accounts, and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

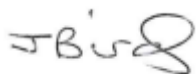
### **Independent Examiners Statement**

I have completed my examination for the year ended 31 March 2022.

I can 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 2011 Act or
- ~ the accounts do not accord with the accounting records to comply with the accounting requirements of the 2011 Act

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.



13<sup>th</sup> December 2022

**Miss Jacqueline Bird F.M.A.A.T.**

Community Accounting Lancashire C.I.C.

Foxfields

9 Norley Close

Chadderton

Oldham

OL1 2RA

# OLDHAM CANCER SUPPORT CENTRE CIO

## RECEIPTS AND PAYMENTS ACCOUNT

### FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
	Notes				
<b>RECEIPTS</b>					
Grants	3	-	-	-	880
Donations	4	6,212	-	6,212	10,480
Shop Sales		16,409	-	16,409	-
Therapy Sales		2,577	-	2,577	34
Meditation		120	-	120	-
Inhouse Fundraising		1,302	-	1,302	-
Fundraising Events		2,637	-	2,637	-
Bucket Collections		270	-	270	-
Books & Cards		17	-	17	-
Magic Magpie (CD's & DVD's)		131	-	131	-
Weigh In (Clothes & Rags)		711	-	711	-
Investment Income		933	-	933	1,056
Bank Interest Received		6	-	6	24
Sundry Income		-	-	-	-
<b>TOTAL RECEIPTS</b>		<b>31,325</b>	<b>-</b>	<b>31,325</b>	<b>12,474</b>
<b>PAYMENTS</b>					
Carers		-	118	118	-
Clinical Support Counselling		-	-	-	-
Meditation Class		-	-	-	-
Therapists		-	-	-	-
Therapy Equipment		-	-	-	-
Other Equipment		-	467	467	155
NHS Back To The Future		-	-	-	8,171
Patients Group Expenses		-	-	-	-
IT & Website		-	-	-	126
Insurance & Premises Costs		300	255	555	556
Printing, Printing & Stationery		6	-	6	39
Office Expenses		40	-	40	-
Cleaning Materials		23	-	23	-
Covid-19 Costs		-	-	-	15
Volunteer Lunches & Refreshments		7	40	47	-
Travel Costs		-	-	-	-
Professional Fees & Accounts Costs		-	-	-	800
Charges (Sum Up)		21	-	21	-
Sundries		36	-	36	59
<b>TOTAL PAYMENTS</b>		<b>433</b>	<b>880</b>	<b>1,313</b>	<b>9,921</b>
<b>Net of receipts/(payments)</b>		<b>30,892</b>	<b>(880)</b>	<b>30,012</b>	<b>2,553</b>
<b>Cash funds as at 31 March 2021</b>	5	<b>115,075</b>	<b>-</b>	<b>115,955</b>	<b>113,402</b>
<b>Cash funds as at 31 March 2022</b>	5	<b>145,967</b>	<b>-</b>	<b>145,967</b>	<b>115,955</b>

**OLDHAM CANCER SUPPORT CENTRE CIO**


**STATEMENT OF ASSETS AND LIABILITIES**

**FOR THE YEAR ENDED 31 MARCH 2022**

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	<b>Unrestricted Funds As at 31/03/22 £</b>	<b>Restricted Funds As at 31/03/22 £</b>	<b>Total Funds As at 31/03/22 £</b>
<b>ASSETS - FUNDS</b>			
Investments on Deposit	54,877	-	54,877
Bank Current	2	-	2
Bank Deposit	91,054	-	91,054
Petty Cash	<u>34</u>	<u>-</u>	<u>34</u>
	<b><u>145,967</u></b>	<b><u>-</u></b>	<b><u>145,967</u></b>
			<b>£</b>
<b>LIABILITIES</b> – Independent Examination & Accounts Work			<b><u>585</u></b>

The financial statements were approved by the Board of Trustees on the 12<sup>th</sup> of December 2022 and signed on their behalf by:



Norman Briggs  
**Chair of the Trustees**



# OLDHAM CANCER SUPPORT CENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 1. Receipts and Payments Accounts

Receipts and Payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context “cash” includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

‘Oldham Cancer Support CIO’ was registered at the Charity Commission on 29<sup>th</sup> December 2021.

The financial statements (accounts) for this financial year are classed as the “Conversion Year”, and as such are prepared on a Receipts and Payments basis under the Charities Act 2011.

The previous years’ accounts, for the year ended 31<sup>st</sup> March 2021, are classed as the “Pre-Conversion Year”, being prepared in accordance with Charities SORP (FRS102) under the Companies Act 2006.

Prior year figures relate to the year ended 31<sup>st</sup> March 2021 of Oldham Cancer Support Centre Ltd (Company Number: 07961393). “*The Charitable Incorporated Organisations (Conversion) Regulations 2017 (SI 2017/1232) Regulations 13-14*”.

#### 2. Grants

Grants are credited to revenue on a receivable basis, and all income is allocated to appropriate funds based on the income, and the amount of income receivable can be measured reliably.

Restricted funds are to be used for specified purposes as laid down by the donor.

Expenditure which meets these criteria’s is identified to the fund, together with a fair allocation of overheads and support costs.

Unrestricted funds are donations and other incoming resources received or generated for charitable purposes.

#### 3. Grants Received

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Action Together	<u>-</u>	<u>-</u>	<u>-</u>	<u>800</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>800</u>

#### 4. Donations Received

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
General Donations	3,481	-	3,481	10,480
Oldham Cancer Support Centre*	<u>2,731</u>	<u>-</u>	<u>2,731</u>	<u>-</u>
	<u>6,212</u>	<u>-</u>	<u>6,212</u>	<u>10,480</u>

\* Donations this year included a total amount of £2,730.67 from Oldham Cancer Support Centre.

This was the final cash balance upon their closure on the 31<sup>st</sup> of March 2022 and was paid to “Oldham Cancer Support Centre CIO” (registered charity number 1150581) by way of a donation, as stated in the charity constitution of “Oldham Cancer Support Centre” (registered charity number 1117993).

**OLDHAM CANCER SUPPORT CENTRE CIO**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

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**5. Funds Analysis**

	<b>Balance as at 1 April 2021</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Balance as at 31 March 2022</b>
		<b>£</b>	<b>£</b>	<b>£</b>
Unrestricted Funds	115,075	31,325	(433)	145,967
Restricted Funds:				
NHS Back To The Future	-	-	-	-
Action Together	<u>880</u>	<u>-</u>	<u>(880)</u>	<u>-</u>
	<u>880</u>	<u>-</u>	<u>(880)</u>	<u>-</u>
<b>Total Funds</b>	<b><u>115,955</u></b>	<b><u>31,325</u></b>	<b><u>(1,313)</u></b>	<b><u>145,967</u></b>

**6. Trustees**

During the financial year there were no remunerations paid to Trustees (2021: Nil).

**7. Related Parties**

Mrs S Abbott, Mrs P Williams and Mr N Briggs were also Trustees at the registered Charity “Oldham Cancer Support Centre (Charity Number 1117993)” that closed on the 31<sup>st</sup> of March 2022.