

EXETER LEUKAEMIA FUND CIO

England & Wales · Charity number 1154727

Details

Status Registered

Legal form CIO

Registered 2013-11-25

Register [View on the Charity Commission register](#)

Contact

Address The ELF Office
Haematology Centre
Royal Devon & Exeter Hospital
Barrack Road
Exeter
EX2 5DW

Phone 01392493344

Email enquire@elfcharity.org.uk

Website www.elfcharity.org.uk

Activities

Objects: 1. TO PROMOTE AND PROTECT THE PHYSICAL AND MENTAL HEALTH OF PEOPLE SUFFERING FROM LEUKAEMIA AND RELATED DISEASES IN THE SOUTH WEST OF ENGLAND (AND PARTICULARLY THOSE LIVING IN DEVON), AND THEIR RELATIVES AND LOVED ONES, THROUGH THE PROVISION OF FINANCIAL ASSISTANCE, SUPPORT, SPECIALIST EQUIPMENT, EDUCATION AND PRACTICAL ADVICE, WHETHER TO THOSE PEOPLE OR TO HOSPITALS, CLINICS AND HOSPICES IN DEVON AND NEIGHBOURING COUNTIES. 2. TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN ALL AREAS RELATING TO LEUKAEMIA AND RELATED DISEASES.

Activities: ELF aims to lighten the load by supporting families affected by blood cancers and blood disorders across the South West. ELF provides transport, a counselling service, accommodation, complementary therapies, a CAB-funded advice and guidance service, legal services through partnership and refreshments for patients and relatives awaiting day case appointments.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Sponsors Or Undertakes Research
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** Other Defined Groups

Geography

- Cornwall
- Devon
- Dorset
- Somerset
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£470,595	£458,550	-	-
2024-03-31	£451,213	£518,832	-	-
2023-03-31	£460,521	£459,085	-	-
2022-03-31	£377,762	£351,912	-	-
2021-03-31	£496,772	£671,707	-	-

Trustees

Name	Role	Appointed
VICTOR ERIK STANHOPE SALOMONSEN	Chair	2017-02-01
Clare Fox		2019-12-05
David Charlesworth		2024-12-05
Dr Loretta Ngu		2025-12-08
Ian Scott		2025-07-02
Isabelle Marjorie Kenny		2022-05-18
Joanna Mary Hawkins		2019-12-05
Shane Steven Cann		2018-07-19
Shaun Robert Cooper		2018-02-22
Stewart Molyneux		2025-06-04
Timothy Dudgeon		2025-10-14

Accounts



The ELF Office
Haematology Centre
Royal Devon & Exeter Hospital
Barrack Road
Exeter
EX2 5DW
Charity Number 1154727

1 October 2025

Dear Sirs

This representation letter is provided in connection with independent examination of the financial statements of the charity for the period ended 31 March 2025, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material aspects, (or give a true and fair view) in accordance with the applicable financial reporting framework.

We confirm that the following representations are made on the basis of enquiries of the trustees, management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you:

1. We have fulfilled our responsibilities as trustees under the Charities Act 2011 for preparing financial statements, in accordance with the applicable financial reporting framework, FRS 102 and the FRS 102 Charity SORP.

We confirm that in our opinion the financial statements give a true and fair view and in particular that where any additional information must be disclosed in order to give a true and fair view that information has in fact been disclosed. We confirm that the selection and application of the accounting policies used in the preparation of the financial statements are appropriate, and we approve these accounts for the period ended 31 March 2025.

2. We confirm that all accounting records have been made available to you for the purpose of the independent examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management, trustees' and members' meetings, have been made available to you. We have given you unrestricted access to persons within the charity in order to obtain evidence and have provided any additional information that you have requested for the purposes of the independent examination.
3. We confirm the charity has satisfactory title to all assets and there are no liens or encumbrances on the assets, except for those disclosed in the financial statements.
4. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
5. We confirm that we have no plans or intentions that may materially alter the carrying value and, where relevant, the fair value measurements or classification of assets and liabilities reflected in the financial statements.

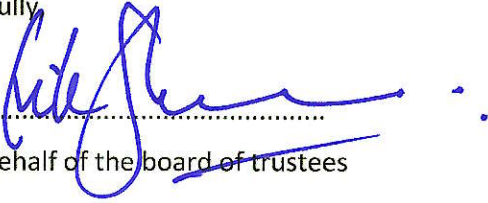
-
6. We confirm that the charity has no liabilities or contingent liabilities other than those disclosed in the financial statements.
 7. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
 8. We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
 9. We confirm that we are aware of the definition of a related party for the purpose of the accounting framework being applied in the preparation of the accounts. We confirm that there have been no material transactions with related parties.
 10. We confirm that the charity neither had, at any time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credits granted by the charity) for trustees, nor provided guarantees of any kind on behalf of the trustees.
 11. We confirm that the charity has not contracted for any capital expenditure.
 12. We confirm that the charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
 13. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its activities and which are central to the charity's ability to conduct its activities.
 14. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to prevent and detect fraud.
 15. We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by trustees, former trustees, analysts, employees, former employees, regulators or others.
 16. We confirm that, in our opinion, the charity's financial statements should be prepared on the going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In reaching this conclusion, we have taken into account all relevant matters of which we are aware, and have considered a period of at least one year from the date on which the financial statements will be approved.
 17. We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.
 18. We confirm that in our opinion the effects of unadjusted misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.
 19. We confirm the following specific representations made to you during the course of your independent examination:-
 - a. We confirm that funds have been correctly designated as restricted where those funds can only be lawfully used for a specific charitable purposes which are narrower than the general purposes of the charity.

- b. We confirm that all income streams have been reviewed and assessed in terms of VAT compliance. We also confirm that there are no income streams which are deemed to be taxable.

20. We acknowledge our legal responsibilities regarding disclosure of information to you as independent examiners and confirm that:

- so far as each trustee is aware, there is no relevant information of which you as independent examiners are unaware; and
- each trustee has taken all the steps that they ought to have taken as a trustee to make themselves aware of any relevant information and to establish that you are aware of that information.

Yours faithfully



Signed on behalf of the board of trustees

Trustee

Date.....15 October 2025

Charity registration number: 1154727

Exeter Leukaemia Fund CIO

Annual Report and Financial Statements

for the Year Ended 31 March 2025

Exeter Leukaemia Fund CIO

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Exeter Leukaemia Fund CIO

Reference and Administrative Details

Chairman	V E S Salomonsen
Trustees	V E S Salomonsen I M Kenny C Fox J M Hawkins S S Cann S R Cooper D Charlesworth
Senior Management / Leadership Team	M Southwood, Chief Executive Officer
Charity Registration Number	1154727
Principal Office	The ELF Office Haematology Centre Royal Devon & Exeter Hospital Barrack Road Exeter EX2 5DW
Independent Examiner	Thompson Jenner LLP Independent Examiner 1 Colleton Crescent Exeter Devon EX2 4DG
Solicitors	Tozers Solicitors LLP Broadwalk House Southernhay West
Bankers	Barclays Bank PLC 3 Bedford Street Exeter Devon EX1 1LX Santander UK PLC 53 High Street Exeter Devon EX4 3HE

Exeter Leukaemia Fund CIO

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2025.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	V E S Salomonsen I M Kenny C Fox J M Hawkins S S Cann S R Cooper D Charlesworth (appointed 5 December 2024)
Chairman:	V E S Salomonsen
Senior Management / Leadership Team:	M Southwood, Chief Executive Officer S Peacock, Head of Operations and Finance (resigned 21 June 2024)

Chief Executive Officer's Statement

The 2024/25 year was a good one for ELF. It remains a pleasure and privilege to lead a great team, and to watch the charity go from strength to strength.

Across the year, we supported more patients and families than ever before, travelling across the county to bring patients to appointments, serving much-needed refreshments in the waiting room, and increasing our wellbeing service. Additionally, ELF strengthened links with both the NHS team and Citizens Advice, continuing to work towards a joined-up offering.

Our Fellowship Programme, launched the previous year, continued to provide funds to haematology staff to undertake further study. As well as several Fellowships awarded for staff including nurses and medical students to attend conferences, we were also delighted to offer a larger grant to Jade, an Apprentice Nurse, to complete her nursing degree.

Our staff team grew in the last quarter of the year, as we welcomed a new administrator and fundraiser to help support our growth ambitions. We also welcomed a new Trustee, the first in over two years.

We are proud to be a small, local charity supporting families who we often come to know very well. Among those we supported across the year was Mr P., who lived alone and faced a terminal diagnosis. Over the months of his treatment, our transport team got to know Mr P, and during his journeys to and from hospital, provided companionship and comfort. Mr P sadly passed away in autumn 2024, but remembered ELF in his Will, a generous acknowledgement of how important ELF's services are to so many.

In the final quarter of the year, we signed an Agreement for Lease on a new office premises, a tangible step towards further growth. Exeter Leukaemia Fund continues to grow and thrive, and we look forward to supporting more families.

Molly Southwood Chief Executive Officer

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Objectives and activities

Policies and objectives

The objectives of ELF, which are outlined in the Constitution of the CIO dated 1 January 2014 are:

- To promote and protect the physical and mental health of people suffering from leukaemia and related diseases in the South West of England (and particularly those living in Devon), and their relatives and loved ones, through the provision of financial assistance, support, specialist equipment, education and practical advice, whether to those people or to hospitals, clinics and hospices in Devon and neighbouring counties.
- To advance the education of the public in all areas relating to Leukaemia and related diseases.

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

Vision, Mission and Strategy

Vision

We want every patient in Devon diagnosed with blood cancer to have the best possible outcome.

Mission Statement

ELF's mission is to create an environment where patients and their families are supported through their leukaemia journey. We want to ensure all blood cancer patients and their families have access to excellent support services, from the point of diagnosis to recovery and beyond.

Strategy

Working with our partners in the NHS, we will design and deliver sector-leading services to offer direct support to patients and support the Haematology Centre at the Royal Devon & Exeter Hospital, which we helped to build.

Strategic Objectives

Each year, the Board of Trustees works together with the senior leadership team to agree strategic objectives for the coming year, and beyond.

Our strategic objectives for the 2024/25 year were:

1. Service Development
 - a. Increase current service delivery
 - b. North Devon and sites other than RDE
 - c. Wellbeing Services
2. Preparing for future growth
 - a. Marketing and brand awareness
 - b. Income generation, in particular legacies and grants
3. New Home/Hub search and planning
4. Isolation Room Refurbishment

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Service Development

The table below gives an overview of our performance against our targets.

Service	24/25 Target	24/25 Actual
Counselling Referrals	110	111
Transport Total Patients	160	179
Support Group Attendance	20	25
Patient Grants	24/£12,000	20
Complementary Therapy Patients	150	119
Accommodation Patients	10	11
Citizens' Advice Referrals	-	-
All Service Users	-	376

Overall, the number of patients we supported increased from the previous year. We also improved many processes to ensure better data capture and impact reporting. We improved our links with our NHS colleagues in North Devon and subsequently saw an increase in requests for our services from that part of the county.

We also introduced a series of support groups, with the intention of reaching a broader range of patients than we did with counselling alone. The first series, a patient group, was developed in collaboration with the NHS haematology team. The second series, run independently by ELF, focused on family members and supporters.

Preparing for Future Growth

The Board of Trustees recognises that increasing the number of patients and families supported by ELF will result in increased costs. To put us in the best possible position to fund that growth, the charity appointed two new members of staff in 2024, with a view to increasing philanthropic income by around £150,000 each year.

The team also worked to improve ELF's visibility in the local community, and create a better understanding of the charity's impact. By focusing on several high-profile 'Charity of Year' initiative, including the Princesshay Shopping Centre in Exeter, the team were able to raise local awareness. Investment was also made in improving impact communications, including press releases sent to the local media and advertising campaigns around the local area.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

New Home/Hub

In planning meetings, the need for a “hub” where office-based staff could work and hold meetings with potential supporters, as well as offering a space for service delivery, became abundantly clear. With the appointment of new members of staff, the charity had outgrown our office space and a new home was needed.

In December, the Board agreed to move to new premises in Clyst St. Mary, and an Agreement for Lease was signed in the final quarter of the year, confirming the charity would move to the new location in June 2025.

Isolation Room Refurbishment

Working with our partners in the NHS we have identified a need to modernise and redecorate the isolation rooms on Yarty Ward. These are single occupancy treatment rooms, typically used by patients who are receiving complex or aggressive treatments. The rooms have been largely untouched since the ward opened in 2006 and are in need of improvement.

ELF agreed to fund the improvements, and have worked with the relevant teams in the NHS, including Yarty staff and the Estates team to develop a proposal. By the end of the financial year, an itemised list of priority work had been developed and initial drawings were completed.

Current Service Portfolio

The services Exeter Leukaemia Fund currently offer in relation to the objectives are as follows:

1. Transport of patients to and from hospital
2. Counselling to help patients and families through the challenges of the illness
3. Financial support through our Patient Support Grant scheme
4. Funds to purchase equipment to improve patient treatment and support
5. Accommodation near the hospital so families can be close to their loved ones
6. Complementary therapies for patients staying on Yarty Ward
7. Free refreshments to patients and relatives awaiting Day Case appointments
8. Financial advice through our partnership with the CAB
9. Legal services through our partnership with Dunn & Baker

Main activities undertaken to further the Charity's purposes for the public benefit:

Services that ELF provided in 2024/25

Transport Service

The charity has three dedicated drivers taking patients to and from their home to attend medical appointments at the Haematology Centre. In 2024/5 the ELF transport team completed 2,202 passenger journeys, with a total distance of over 50,000. The increase on the previous year is accounted for by improved systems, as well as additional driver hours from both paid and volunteer drivers.

The charity has three dedicated drivers taking patients to and from their home to attend medical appointments at the Haematology Centre. In 2024/5 the ELF transport team completed 2,202 passenger journeys, with a total distance of over 50,000. The increase on the previous year is accounted for by improved systems, as well as additional driver hours from both paid and volunteer drivers.

This service is seen by external agencies and partners as one of ELF's Unique Selling Point (USP) services.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Counselling Service

We appointed a Counselling Services Lead to run the counselling service, which continues to grow. In 2024/25 111 patients were referred to the service. We also offered support to group work led by the NHS, and by ELF.

Accommodation

ELF offers financial support to patients requiring hotel stays in Exeter due to their treatment plans. We are grateful to our partners at Mercure Southgate who offer a discounted rate for ELF patients.

Filing Time

The ELF kiosk, in the Haematology Centre reception, offers snacks and refreshments to patients and their supporters. A limited number of items, including hot drinks, fruit, biscuits and crisps are offered free of charge, though many users elect to offer a donation. The café is run by a member of ELF staff, and supported by volunteers during periods of annual leave or illness.

Complementary Therapies

Aromatherapy massage treatment is provided for patients staying on Yarty Ward. During the year, the service offered 119 patient appointments.

Citizens Advice Service

During the year, ELF has continued to provide links to the Citizens Advice service for patients requiring their specific help. Across the year, 73 patients were seen, resulting in over £600,000 worth of financial support.

Legal Services

ELF offers a free will service to patients, patients families, volunteers and supporters through a partnership with local solicitors Dunn and Baker. The service includes the writing of a standard will and is completely free of charge. The switch from a previous national supplier offers a more localised personal service with a local office.

Income Generation

Fundraising

Exeter Leukaemia Fund is now entirely supported by voluntary donations and gifts in Wills. The charity's team of two full-time fundraisers increased during the year, to increase income generation potential.

We welcomed a new Head of Individual Giving in January 2025, whose remit is to focus on gifts from individual donors. We also appointed a Charity Lead Administrator to support administrative work and provide marketing support.

Across the year we piloted several new initiatives to generate income, including a calendar featuring local scenes suggested by patients, and a collaboration with a local music charity to put on an evening of opera at a local stately home. The fundraising team aimed to diversify income and build on an increased awareness of the charity's work, following a number of successful charity of the year applications.

Fundraising was supported by 108 volunteers contributing 690 hours of support, covering a range of roles such as administration, bucket collections and coordinating collection boxes.

Trusts and grants remain an area for growth, and we continued to develop case studies in support of potential grant applications.

We had a strong year for Legacy income, and received £149,820 from eight separate legacy donations.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Retail

Following the decision taken by the Board in 2023/24 to cease the charity's retail function, the remaining shop, in Crediton, closed in June 2024.

Review of activities

Following a review of governance, policy and procedure in 2023/24, the staff and Trustees this year gave their attention to income generation, to ensure the financial sustainability of the charity. This resulted in the appointment of the Head of Individual Giving, and an increased focus on promoting legacy giving.

The Board took the decision in December 2024 to undertake a review of the patient journey and ELF's services. The agreed approach was to apply to work with the University of Exeter MBA programme, if possible. The timeline for this work is to begin the review in June 2025, with a completion date in September 2025.

The outlook is very positive as we continue to strengthen and improve. We look forward to working with staff, Trustees and partners to increase our service provision to ensure the best possible outcomes for haematology patients in Devon.

Financial review

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Reserves policy

The trustees' long-term strategy is to seek reserves excluding property to provide financial stability and the means for the development of our principal activities. We intend to maintain our reserves at a level which would allow an orderly wind down of the charity should that ever need to be considered. In the coming year we also intend to use a portion of our reserves to establish an investment portfolio with the aim of using interest realised to contribute towards charity running costs. We intend to use the reserves in the following manner:

1. Financial sustainability of the charity
2. Establishment of an investment portfolio
3. Community and Hospital Service development

As at the year-end, ELF has total funds available of £673,543 (2024: £645,658) and unrestricted funds of £626,979 (2024: £614,523).

Structure, governance and management

a. Constitution

Exeter Leukaemia Fund is a registered charity, number 1154727, and is constituted under a Charity Commission Scheme.

The charity is governed by its CJO Deed, dated 1 January 2014 which was amended 19 January 2021 and under this deed is constituted as a Charitable Incorporated Organisation (CIO). The Trustees meet quarterly. The CIO deed stipulates that the Trustees shall comprise not more than ten, nor less than three persons.

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

1. borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
2. buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
3. sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
4. employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of that clause;
5. deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

Membership of the CIO

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Charity Commission Scheme. The Trustees are eligible, in committee, to appoint additional trustees under the terms of the CIO constitution.

Apart from the first charity trustees, every Trustee may be appointed for a maximum term of three, three-year terms by a resolution passed at properly convened meetings of the CIO Trustees. In selecting individuals for appointment as Trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

c. Policies adopted for the induction and training of Trustees

New trustees are selected based on the skills and experience, which should complement those of the existing Board of Trustees. They meet with existing Trustees and key members of staff to ensure that they feel comfortable with the organisation and happy to become part of the team.

The charity Trustees will make available to each new charity Trustee, on or before his or her first appointment:

- a) a copy of the current version of this constitution; and
- b) a copy of the CIO's Latest Trustees' Annual Report and statement of accounts.

As with all staff:

"The Trustees of ELF review salaries on an annual basis, normally December; however, there is no guarantee of an automatic increase in your pay as a result of any review". Employee Handbook.

Plans for future periods

The Trustees will focus on the relationship with the RD & E, specifically Yarty Ward and the wider haematology service including that in North Devon, in order to provide help and support to patients in the most meaningful way. This relationship is seen as paramount so that the haematology staff are supported by the charity and can therefore provide the best care for their patients and so that ELF can then provide support in addition to this care.

Exeter Leukaemia Fund CIO

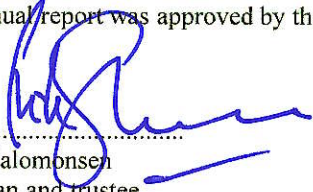
Trustees' Report (continued)

The Trustees will also encourage charity staff to undertake a review of patient services to ensure they are being managed effectively and are fit for purpose and the changing needs of the patients.

Funds held as custodian

None

The annual report was approved by the trustees of the charity on 1.10.25..... and signed on its behalf by:


.....
V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Statement of Trustees' Responsibilities

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

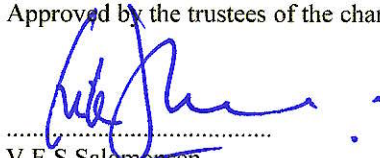
The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 1.10.25 and signed on its behalf by:



V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Independent Examiner's Report to the trustees of Exeter Leukaemia Fund CIO

I report to the trustees on my examination of the accounts of Exeter Leukaemia Fund CIO for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity trustees of Exeter Leukaemia Fund CIO 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 Exeter Leukaemia Fund CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since Exeter Leukaemia Fund CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Exeter Leukaemia Fund CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

.....
Dave Tucker FCCA
Independent Examiner
The Association of Chartered Certified Accountants

Thompson Jenner LLP
Chartered Accountants
1 Colleton Crescent
Exeter
Devon
EX2 4DG

Date:.....

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2025

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £
Income and Endowments from:				
Donations and legacies	3	413,514	27,583	441,097
Other trading activities	4	47,501	-	47,501
Investment income	5	9,580	-	9,580
Total income		<u>470,595</u>	<u>27,583</u>	<u>498,178</u>
Expenditure on:				
Raising funds		(169,711)	-	(169,711)
Charitable activities		<u>(288,839)</u>	<u>(11,743)</u>	<u>(300,582)</u>
Total expenditure	6	<u>(458,550)</u>	<u>(11,743)</u>	<u>(470,293)</u>
Net income		<u>12,045</u>	<u>15,840</u>	<u>27,885</u>
Net movement in funds		12,045	15,840	27,885
Reconciliation of funds				
Total funds brought forward		<u>614,523</u>	<u>31,135</u>	<u>645,658</u>
Total funds carried forward	19	<u><u>626,568</u></u>	<u><u>46,975</u></u>	<u><u>673,543</u></u>

The notes on pages 15 to 26 form an integral part of these financial statements.

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2025 (continued)

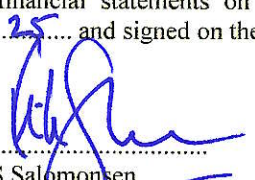
	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	247,133	32,104	279,237
Other trading activities	4	162,555	-	162,555
Investment income	5	9,421	-	9,421
Total income		<u>419,109</u>	<u>32,104</u>	<u>451,213</u>
Expenditure on:				
Raising funds		(250,527)	-	(250,527)
Charitable activities		<u>(241,717)</u>	<u>(26,588)</u>	<u>(268,305)</u>
Total expenditure	6	<u>(492,244)</u>	<u>(26,588)</u>	<u>(518,832)</u>
Net (expenditure)/income		<u>(73,135)</u>	<u>5,516</u>	<u>(67,619)</u>
Net movement in funds		(73,135)	5,516	(67,619)
Reconciliation of funds				
Total funds brought forward		<u>687,658</u>	<u>25,619</u>	<u>713,277</u>
Total funds carried forward	19	<u>614,523</u>	<u>31,135</u>	<u>645,658</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2024 is shown in note 19.

Exeter Leukaemia Fund CIO
(Registration number: 1154727)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	13	11,730	17,924
Current assets			
Stocks	14	1,954	2,627
Debtors	15	24,150	42,475
Cash at bank and in hand	16	<u>659,258</u>	<u>625,772</u>
		685,362	670,874
Creditors: Amounts falling due within one year	17	<u>(23,549)</u>	<u>(43,140)</u>
Net current assets		<u>661,813</u>	<u>627,734</u>
Net assets		<u>673,543</u>	<u>645,658</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	19	46,975	31,135
Unrestricted income funds			
Unrestricted funds		<u>626,568</u>	<u>614,523</u>
Total funds	19	<u>673,543</u>	<u>645,658</u>

The financial statements on pages 12 to 26 were approved by the trustees, and authorised for issue on 1.10.25 and signed on their behalf by:



 V E S Salomonsen
 Chairman and trustee

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Charity status

The charity is a Charitable Incorporated Organisation registered in England and Wales.

The address of its registered office is:

The ELF Office
Haematology Centre
Royal Devon & Exeter Hospital
Exeter
EX2 5DW

2 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Exeter Leukaemia Fund CIO meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Gifts in kind

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Gift aid

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

Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor vehicles	20% straight line
Fixtures and fittings	15% straight line
Office equipment	20% and 33.33% straight line

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

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

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Donations and legacies;				
Donations from companies, trusts and similar proceeds	251,564	27,583	279,147	234,818
Legacies	149,820	-	149,820	25,519
Grants, including capital grants;				
Grants from companies	12,130	-	12,130	18,900
	<u>413,514</u>	<u>27,583</u>	<u>441,097</u>	<u>279,237</u>

Of the above income £413,514 (2024: £247,133) was unrestricted and £27,583 (2024: £32,104) was restricted.

4 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2024 £
Trading income;			
Charity shops	12,475	12,475	129,320
Other fundraising	35,026	35,026	33,235
	<u>47,501</u>	<u>47,501</u>	<u>162,555</u>

5 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Dividends receivable from other listed investments	123	123	133
Interest receivable on bank deposits	9,457	9,457	9,288
	<u>9,580</u>	<u>9,580</u>	<u>9,421</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

6 Expenditure on charitable activities

	Cost of raising funds	Filling Time	Hospital Support	Patient Support	Counselling	Transport	Support costs	2025 Total	2024 Total
	£	£	£	£	£	£	£	£	£
Staff costs	92,026	15,455	-	-	13,578	77,342	36,173	234,574	253,773
Depreciation	814	1,333	-	150	143	2,892	1,243	6,575	6,998
Hospital equipment	-	-	8,570	-	-	32	-	8,602	183
Purchases	13,813	3,322	-	-	-	-	-	17,135	19,572
Rent and rates	7,255	-	-	-	-	-	5,523	12,778	34,024
Office costs	12,650	-	830	-	-	-	3,266	16,746	18,573
Travel and subsistence	1,303	-	-	1,742	8	350	243	3,646	4,879
IT and communications	5,895	443	-	252	695	2,024	3,150	12,459	15,801
Repairs and maintenance	28	2	-	-	-	-	372	402	19,608
Transport	-	-	-	-	-	25,688	-	25,688	25,003
Professional fees	4,281	29	-	153	400	3,247	11,239	19,349	14,658
Other	13,729	-	5,121	7,117	27,764	77	12,888	66,696	45,705
Support grants	-	-	-	12,530	-	-	-	12,530	15,049
(Profit)/Loss on disposal	58	-	-	-	-	-	2	60	147
Governance costs	-	-	-	-	-	-	33,053	33,053	44,859
Support costs	151,852	20,584	14,521	21,944	42,588	111,652	107,152	470,293	518,832
Total expenditure 2025	17,859	17,859	17,859	17,859	17,858	17,858	(107,152)	-	-
Total expenditure 2024	169,711	38,443	32,380	39,803	60,446	129,510	-	470,293	518,832
	250,527	38,650	21,156	41,219	50,119	117,161	-	518,832	

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

Of total expenditure £11,743 (2024 - £26,588) is restricted and £458,550 (2024 - £492,244) is unrestricted.

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Staff costs			
Wages and salaries	26,366	26,366	37,159
Social security costs	2,820	2,820	3,787
Pension costs	667	667	913
Independent examiner fees			
Examination of the financial statements	1,000	1,000	1,000
Other fees paid to examiners	2,200	2,200	2,000
	<u>33,053</u>	<u>33,053</u>	<u>44,859</u>

8 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2025 £	2024 £
Profit/(loss) on disposal of tangible fixed assets	60	147
Depreciation of fixed assets	<u>6,575</u>	<u>6,998</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

10 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Staff costs during the year were:		
Wages and salaries	242,873	274,464
Social security costs	16,400	16,072
Pension costs	5,153	5,096
	<u>264,426</u>	<u>295,632</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year was as follows:

	2025 No	2024 No
Average number of employees	<u>14</u>	<u>14</u>

Contributions to the employee pension schemes for the year totalled £5,153 (2024 - £5,096).

The total employee benefits of the key management personnel of the charity were £59,705 (2024 - £83,718).

No employee received emoluments of more than £60,000 during the year

11 Independent examiner's remuneration

	2025 £	2024 £
Examination of the financial statements	<u>1,000</u>	<u>1,000</u>
Other fees to examiners		
All other services	<u>2,200</u>	<u>2,000</u>

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

13 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost				
At 1 April 2024	4,482	11,973	23,165	39,620
Additions	-	-	420	420
Disposals	-	-	(1,312)	(1,312)
At 31 March 2025	<u>4,482</u>	<u>11,973</u>	<u>22,273</u>	<u>38,728</u>
Depreciation				
At 1 April 2024	4,032	6,386	11,278	21,696
Charge for the year	268	2,394	3,912	6,574
Eliminated on disposals	-	-	(1,272)	(1,272)
At 31 March 2025	<u>4,300</u>	<u>8,780</u>	<u>13,918</u>	<u>26,998</u>
Net book value				
At 31 March 2025	<u>182</u>	<u>3,193</u>	<u>8,355</u>	<u>11,730</u>
At 31 March 2024	<u>450</u>	<u>5,587</u>	<u>11,887</u>	<u>17,924</u>

14 Stock

	2025 £	2024 £
Stocks	<u>1,954</u>	<u>2,627</u>

15 Debtors

	2025 £	2024 £
Trade debtors	1,026	4,093
Prepayments	11,663	8,465
VAT recoverable	2,491	2,565
Other debtors	8,970	27,352
	<u>24,150</u>	<u>42,475</u>

16 Cash and cash equivalents

	2025 £	2024 £
Cash on hand	280	273
Cash at bank	<u>658,978</u>	<u>625,499</u>
	<u>659,258</u>	<u>625,772</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

17 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	11,197	9,565
Other creditors	1,889	1,377
Accruals	9,153	32,198
Deferred income	1,310	-
	<u>23,549</u>	<u>43,140</u>
	2025 £	2024 £
Resources deferred in the period	<u>1,310</u>	<u>-</u>
Deferred income at year end	<u>1,310</u>	<u>-</u>

18 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2025 £	2024 £
Other		
Within one year	16,983	38,601
Between one and five years	<u>2,978</u>	<u>19,961</u>
	<u>19,961</u>	<u>58,562</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

19 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Balance at 31 March 2025 £
Unrestricted funds				
<i>General</i>				
General funds	614,523	470,595	(458,550)	626,568
Restricted funds				
Chevithorne Family Suite	668	-	-	668
Counsellor	7,250	-	-	7,250
Transport	-	1,000	(440)	560
Hospital fund	12,642	23,388	(8,508)	27,522
Patient support (coordinator)	8,537	-	(2,000)	6,537
Fellowship	2,038	-	-	2,038
Bramble Ward	-	2,000	-	2,000
Haematology	-	1,195	(795)	400
Total restricted funds	<u>31,135</u>	<u>27,583</u>	<u>(11,743)</u>	<u>46,975</u>
Total funds	<u>645,658</u>	<u>498,178</u>	<u>(470,293)</u>	<u>673,543</u>
	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General funds	687,658	419,109	(492,244)	614,523
Restricted				
Chevithorne Family Suite	668	-	-	668
Counsellor	-	10,250	(3,000)	7,250
Transport	-	1,000	(1,000)	-
Hospital fund	1,830	16,729	(5,917)	12,642
Patient support (coordinator)	23,121	1,000	(15,584)	8,537
Fellowship	-	3,125	(1,087)	2,038
Total restricted funds	<u>25,619</u>	<u>32,104</u>	<u>(26,588)</u>	<u>31,135</u>
Total funds	<u>713,277</u>	<u>451,213</u>	<u>(518,832)</u>	<u>645,658</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2025 (continued)

The specific purposes for which the funds are to be applied are as follows:

Chevithorne Family Suite – The restricted funds represent amounts received for the Chevithorne project. The project is complete and the balance carried forward is to pay for the upkeep of the suite. There has not been any spend on this project in the year.

Counselling – Grants received to cover counselling staffing costs.

Transport – Income has been received in the period to help support the transport service.

Patient Support Coordinator- This fund represents amounts raised from a campaign that was run in order to fund the coordinator position.

Hospital fund - This fund represents any income received which is restricted to expenditure on Hospital support.

Bramble Ward-this funds restricted to smyths toy and tesco vouchers for Bramble Ward.

Haematology- this funds represent amounts received for the Haematology spending.

Fellowship - This fund represents any income received which is restricted to the fellowship programme.

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2025 £
Tangible fixed assets	11,730	-	11,730
Current assets	638,387	46,975	685,362
Current liabilities	(23,549)	-	(23,549)
Total net assets	<u>626,568</u>	<u>46,975</u>	<u>673,543</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Tangible fixed assets	17,924	-	17,924
Current assets	639,739	31,135	670,874
Current liabilities	(43,140)	-	(43,140)
Total net assets	<u>614,523</u>	<u>31,135</u>	<u>645,658</u>

21 Related party transactions

There were no related party transactions in the year.

Accounts

Charity registration number: 1154727

Exeter Leukaemia Fund CIO

Annual Report and Financial Statements

for the Year Ended 31 March 2024

Exeter Leukaemia Fund CIO

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Exeter Leukaemia Fund CIO

Reference and Administrative Details

Chairman	V E S Salomonsen
Trustees	V E S Salomonsen I M Kenny C Fox J M Hawkins S S Cann S R Cooper
Senior Management / Leadership Team	M Southwood, Chief Executive Officer
Charity Registration Number	1154727
Principal Office	The ELF Office Haematology Centre Royal Devon & Exeter Hospital Barrack Road Exeter EX2 5DW
Independent Examiner	Thompson Jenner LLP Independent Examiner 1 Colleton Crescent Exeter Devon EX2 4DG
Solicitors	Tozers Solicitors LLP Broadwalk House Southernhay West
Bankers	Barclays Bank PLC 3 Bedford Street Exeter Devon EX1 1LX Santander UK PLC 53 High Street Exeter Devon EX4 3HE

Exeter Leukaemia Fund CIO

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2024.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	V E S Salomonsen I M Kenny C Fox J M Hawkins S S Cann S R Cooper
Chairman:	V E S Salomonsen
Senior Management / Leadership Team:	M Southwood, Chief Executive Officer S Peacock, Head of Operations and Finance (resigned 21 June 2024)

Chief Executive Officer's Statement

This year, ELF has focused on delivering high quality, relevant and impactful patient services, as well as continuing to provide support to the NHS Haematology Centre. Our core services include transport for patients to and from appointments, accommodation in Exeter for patients receiving treatment at the Royal Devon & Exeter Hospital, financial support and advice, counselling and wellbeing support, complementary therapies, and the provision of refreshments at the Filling Time kiosk on Yarty Ward.

Across the year we supported around 250 patients and families, representing around a quarter of adult patients affected by blood cancer in Devon. We have reviewed all of our services to ensure we are operating efficiently and safely and introduced methods for collecting patient feedback to inform the development of our services.

We also introduced the ELF Fellowship Programme, a scheme designed to support the recruitment and retention of excellent staff working in Haematology Services. The first Fellowship was awarded to a nurse working on Yarty Ward to undertake a master's degree in Advanced Practice Nursing.

Our fundraising team worked hard to deliver above the income target set at the start of the year. We received donations from a range of supporters, including trusts, local business, and individuals. Volunteers ran and cycled for ELF, raised money by bucket collections at supermarkets, completed Sky Dives and organised a range of events from cream teas to quiz nights. Independent groups raised funds via well-attended events across the year. We also received some significant donations from individuals remembering loved ones.

We did not receive as much income from legacy giving as we have done in past years. However, we began to encourage future planned giving through an information campaign and were pleased to receive 20 pledges from supporters who intend to remember ELF in their Wills.

We extended the opening hours of Filling Time, our kiosk offering hot drinks and light refreshments to patients, families and staff on the ward. We also recruited three volunteers to help deliver the service and provide cover during periods of staff illness or holiday.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

In November 2023, after an in-depth review, Trustees decided to close the ELF charity shops. Although the shops made a small profit, an increased amount of management time was required, pushing the retail function towards negative income. Sadly, this resulted in redundancies for four staff, and affected the charity's turnover, though ultimately allowed management more time to focus on increasing income generation through fundraising and expanding charitable services.

We continue to keep all services under review and seek new opportunities to improve our support for patients. We look forward to continuing to increase the number of patients we serve and expand the services we offer.

Molly Southwood

Chief Executive Officer

Objectives and activities

Policies and objectives

The objectives of ELF, which are outlined in the Constitution of the CIO dated 1 January 2014 are:

- To promote and protect the physical and mental health of people suffering from leukaemia and related diseases in the South West of England (and particularly those living in Devon), and their relatives and loved ones, through the provision of financial assistance, support, specialist equipment, education and practical advice, whether to those people or to hospitals, clinics and hospices in Devon and neighbouring counties.
2. To advance the education of the public in all areas relating to Leukaemia and related diseases.

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

Vision, Mission and Strategy

Vision

We want every patient in Devon diagnosed with blood cancer to have the best possible outcome.

Mission Statement

ELF's mission is to create an environment where patients and their families are supported through their leukaemia journey. We want to ensure all blood cancer patients and their families have access to excellent support services, from the point of diagnosis to recovery and beyond.

Strategy

Working with our partners in the NHS, we will design and deliver sector-leading services to offer direct support to patients and support the Haematology Centre at the Royal Devon & Exeter Hospital, which we helped to build.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Strategic Objectives

ELF Strategic Objectives 2024/25

1. Service Development
 - a. Increase current service delivery
 - b. North Devon and sites other than RDE
 - c. Wellbeing Services
2. Preparing for future growth
 - a. Marketing and brand awareness
 - b. Income generation, in particular legacies and grants
3. New Home/Hub search and planning
4. Isolation Room Refurbishment

Objective 1 - Service Development Building on success, auditing current reach and extending to new audiences

Our current service portfolio is focused on patients in Exeter, with limited offers to places further afield. As service users are added to the CRM, we have the opportunity to audit where our current service users are, as well as some demographic information, and where the gaps might be.

- a. Increase in service delivery, targets based on uplift from 23/24 performance.
 - i. Transport: 160 different patients driven across the year.
 - ii. Counselling: 88 referrals, based on 6 sessions per person. Many people don't use the full six sessions so we would expect to support around 110 people.
 - iii. Support groups: 20 patients across two groups.
 - iv. Fellowships: We've awarded 3 this year and would expect a similar number, based on 1 larger award and 2 smaller.
 - v. Patient Grants: Support for 24 patients/families.
 - vi. Complementary Therapy: 280 sessions, though many patients have multiple sessions, so we expect to support around 150 people with this service. We are in the process of working with the therapist, who does not use IT, to capture patient data in a secure way.
 - vii. Accommodation: Between 10 and 20 patients/families.
 - viii. Filling Time: 40-50 customers per day.
- b. North Devon and other sites
 - i. Work with Trust team to understand various sites and what happens at each.
 - ii. Arrange visits to sites to meet with staff and patients.
 - iii. Promote services accordingly and identify areas where further resource will be needed.
- c. Wellbeing Services
 - i. Audit counselling reach and consider audiences who aren't supported by current service provision.
 - ii. Build new services in line with evidenced need.

Deliverables

- Improved data reporting on services.
- Actionable understanding of impact on patients and families. (Q2)
- Clear, written strategy for delivering existing services across Devon and Trust sites other than RD&E. (Deadline: Q2)
- Development plan for any growth or new services, including resourcing. (Deadline: Q4)

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Objective 2 - Prepare for future growth Diversifying and sustaining income streams

The charity has relied on large legacies to fund operational activity. Generally, these have been realised. However, there has not been a dedicated legacy fundraiser in the team since 2019, and the lack of a large legacy in 2023/24 indicates the need to focus on this area. Additionally, there is no dedicated marketing function to raise brand awareness. This year, we will focus on improving our recognition locally and across Devon, and also cultivate legacy giving. We will additionally develop a grant strategy based on clear cases for support.

a. Marketing and brand awareness

- i. Invest staff time into awareness-raising locally (Exeter) and across Devon
- ii. Reinforce messaging about how the charity is funded, especially legacy giving
- iii. Develop marketing strategy in line with emerging growth plans
- iv. Develop content based on impact of services on patients

b. Income generation, in particular legacies and grants

- i. CEO to lead on individual philanthropy, legacy cultivation and stewardship
- ii. CEO and Development Manager (Partnerships) to develop early grant application strategy, including cases for support and targets
- iii. Focus on building more lucrative income streams, including third party and corporate (Development Manager, Community and Volunteering)
- iv. Seek to appoint a third fundraiser in Q3, to build on high-performing income streams, and/or focus on North Devon, with a view to delivering a budget surplus in 2025/26.

Deliverables

- Written marketing strategy with identified targets and objectives (Deadline: Q3)
- Impact-based content created (Deadline: Q2)
- Trust and Grant application plan (Deadline: Q1)
- 20 new legacy pledges (Deadline: Q4)
- 20% increase on fundraising income from 2023/24 budget (Deadline: End Q4)

Objective 3 - New Home/Hub Planning and search for a suitable space to deliver services and run the charity

The charity's activities and management are currently delivered from several sites, primarily the RD&E hospital and the Marsh Barton office. Several of the services we provide, particularly wellbeing services, cannot be delivered on our premises. Across the coming year we will articulate the space we need to provide our services, with room for growth, and begin to seek appropriate premises.

Deliverables

- Clearly articulated plan for space requirements, with room for growth (Deadline: Q2)
- Market research into resource required, corresponding budget prepared (Deadline: Q3)
- Search begun for suitable premises (Deadline: Q4)

Objective 4 - Isolation Room Refurbishment

Working with the Yarty team, we have identified the need to repaint and redecorate the side rooms, or isolation rooms, on the ward. Working with the Trust, we will fundraise to complete the works for each room, to the agreed standard. This objective is reliant on the Trust, and therefore deadlines will be in line with the timescales they can work towards.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Deliverables (deadlines to be confirmed with RDUT team)

- Work plan in place for each room
- Fundraising target agreed
- Funds secured.

Current Service Portfolio

The services Exeter Leukaemia Fund currently offer in relation to the objectives are as follows:

1. Transport of patients to and from hospital
2. Counselling to help patients and families through the challenges of the illness
3. Financial support through our Patient Support Grant scheme
4. Funds to purchase equipment to improve patient treatment and support
5. Accommodation near the hospital so families can be close to their loved ones
6. Complementary therapies for patients staying on Yarty Ward
7. Free refreshments to patients and relatives awaiting Day Case appointments
8. Financial advice through our partnership with the CAB
9. Legal services through our partnership with Dunn & Baker

Main activities undertaken to further the Charity's purposes for the public benefit

Services that ELF provided for 2023/24

Exeter Leukaemia Fund (ELF) has continued to rebuild following the global pandemic of COVID-19. The charity has been reviewing the ways in which services are provided and made changes necessary to ensure economy, efficiency and effectiveness.

Transport Service

The charity has three dedicated drivers taking patients to and from their home to attend medical appointments at the Haematology Centre. In 2023/4 the ELF transport team completed 1801 passenger journeys, with a total distance of 46,400 miles.

This service is seen by external agencies and partners as one of ELF's Unique Selling Point (USP) services.

Counselling Service

We appointed a Counselling Services Lead to run the counselling service, which continues to grow. In 2023/24 104 patients were referred to the service and a total of 456 sessions were delivered. We also offered support to group work led by the NHS.

Accommodation

ELF offers financial support to patients requiring hotel stays in Exeter due to their treatment plans. We are grateful to our partners at Mercure Southgate who offer a discounted rate for ELF patients.

Filing Time

The ELF kiosk, in the Haematology Centre reception, offers snacks and refreshments to patients and their supporters. A limited number of items, including hot drinks, fruit, biscuits and crisps are offered free of charge, though many users elect to offer a donation. The café is run by a member of ELF staff, and supported by volunteers during periods of annual leave or illness.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Complementary Therapies

Aromatherapy massage treatment is provided for patients staying on Yarty Ward. During the year, the service offered 231 patient appointments.

Citizens Advice Bureau Service

During the year, ELF has continued to provide links to the CAB service for patients requiring their specific help. The CAB service provides assistance in a range of matters including employment, housing, debt, benefits advice. In 2023/24 we were pleased to receive updates from the CAB detailing the support they were able to provide. Thanks to their guidance, haematology patients at the RD&E received a range of benefits and grants totalling nearly half a million pounds.

Legal Services

ELF offers a free will service to patients, patients families, volunteers and supporters through a partnership with local solicitors Dunn and Baker. The service includes the writing of a standard will and is completely free of charge. The switch from a previous national supplier offers a more localised personal service with a local office.

Achievements and performance

2023/24 Fundraising Objectives

1. Improve donor retention by improving impact and stewardship communication
2. Develop sustainable income streams, including legacy and regular giving
3. Develop trusts and grants strategy to support specific projects
4. Improve fundraising processes to ensure maximum efficiency

Fundraising outcomes

Through focused effort and an increase in the number of events the team were able to support, income was up on the previous year. The fundraising team had success in a number of areas, particularly Third Party giving and events, and corporate giving.

Fundraising was supported by 94 volunteers contributing 510.5 hours of support, covering a range of roles such as administration, bucket collections and coordinating collection boxes.

Due to increased activity in other areas, Trusts and Grants income was down on previous years, though we did receive some generous donations in this area. In order to improve outcomes in the coming year, the team devoted time to developing clear cases for support and researching grant-making bodies.

Retail

Following a challenging year with high staff turnover and issues with the shop premises, the Trustees decided in November 2023 to wind down the charity's retail function. The decision was taken after a comprehensive review of income, possible alternatives to closure, and the broader national picture for retail. The shop closures resulted in four redundancies, which were managed in consultation with the charity's HR consultants. The Exminster shop closed in March 2024, and the Crediton shop is scheduled for closure in June 2024.

Review of activities

The charity's staff and trustees invested a significant amount of time across the year to reviewing process and governance. This necessary and comprehensive piece of work ensures that the charity is in the strongest possible position to grow in the future.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

The outlook is very positive as we see a strong response from our supporters, and a renewed partnership with Yarty Ward. We look forward to working with staff, Trustees and partners to increase our service provision to ensure the best possible outcomes for haematology patients in Devon.

Financial review

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Reserves policy

The trustees' long-term strategy is to seek reserves excluding property to provide financial stability and the means for the development of our principal activities. We intend to maintain our reserves at a level which would allow an orderly wind down of the charity should that ever need to be considered. In the coming year we also intend to use a portion of our reserves to establish an investment portfolio with the aim of using interest realised to contribute towards charity running costs. We intend to use the reserves in the following manner:

1. Financial sustainability of the charity
2. Establishment of an investment portfolio
3. Community and Hospital Service development

As at the year-end, ELF has total funds available of £659,303 (2023 - £713,227) and unrestricted funds of £628,168 (2023 - £687,658).

Structure, governance and management

a. Constitution

Exeter Leukaemia Fund is a registered charity, number 1154727, and is constituted under a Charity Commission Scheme.

The charity is governed by its CIO Deed, dated 1 January 2014 which was amended 19 January 2021 and under this deed is constituted as a Charitable Incorporated Organisation (CIO). The Trustees meet quarterly. The CIO deed stipulates that the Trustees shall comprise not more than ten, nor less than three persons.

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
- buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of that clause;

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

Membership of the CIO

- The members of the CIO shall be its charity trustees for the time being. The only persons eligible to be members of the CIO are its charity trustees. Membership of the CIO cannot be transferred to anyone else.
- Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Charity Commission Scheme. The Trustees are eligible, in committee, to appoint additional trustees under the terms of the CIO constitution.

Apart from the first charity trustees, every Trustee may be appointed for a maximum term of three, three-year terms by a resolution passed at properly convened meetings of the CIO Trustees. In selecting individuals for appointment as Trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

c. Policies adopted for the induction and training of Trustees

New trustees are selected based on the skills that they must complement the existing Board of Trustees. They meet with existing Trustees and key members of staff to ensure that they feel comfortable with the organisation and happy to become part of the team.

The charity Trustees will make available to each new charity Trustee, on or before his or her first appointment:

- a) a copy of the current version of this constitution; and
- b) a copy of the CIO's Latest Trustees' Annual Report and statement of accounts.

As with all staff:

"The Trustees of ELF review salaries on an annual basis, normally December; however, there is no guarantee of an automatic increase in your pay as a result of any review". Employee Handbook.

Plans for future periods

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

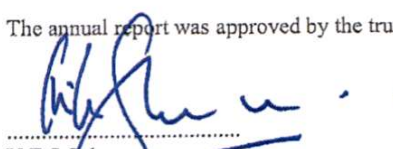
The Trustees will focus on the relationship with the RD & E, specifically Yarty Ward and the wider haematology service including that in North Devon, in order to provide help and support to patients in the most meaningful way. This relationship is seen as paramount so that the haematology staff are supported by the charity and can therefore provide the best care for their patients and so that ELF can then provide support in addition to this care.

The Trustees will also encourage charity staff to undertake a review of patient services to ensure they are being managed effectively and are fit for purpose and the changing needs of the patients.

Funds held as custodian

None

The annual report was approved by the trustees of the charity on 2/10/24 and signed on its behalf by:


.....
V E S Salomonson
Chairman and trustee

Exeter Leukaemia Fund CIO

Statement of Trustees' Responsibilities

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

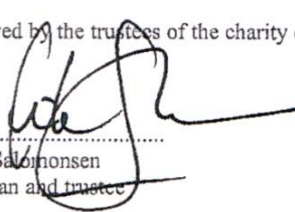
The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 2/10/24 and signed on its behalf by:


.....
V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Independent Examiner's Report to the trustees of Exeter Leukaemia Fund CIO

I report to the trustees on my examination of the accounts of Exeter Leukaemia Fund CIO for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees of Exeter Leukaemia Fund CIO 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 Exeter Leukaemia Fund CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since Exeter Leukaemia Fund CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Exeter Leukaemia Fund CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



Dave Tucker FCCA
Independent Examiner
The Association of Chartered Certified Accountants

Thompson Jenner LLP
Chartered Accountants
1 Colleton Crescent
Exeter
Devon
EX2 4DG

Date: 21 November 2024

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	247,133	32,104	279,237
Other trading activities	4	162,555	-	162,555
Investment income	5	9,421	-	9,421
Total income		<u>419,109</u>	<u>32,104</u>	<u>451,213</u>
Expenditure on:				
Raising funds		(250,527)	-	(250,527)
Charitable activities		<u>(241,717)</u>	<u>(26,588)</u>	<u>(268,305)</u>
Total expenditure	6	<u>(492,244)</u>	<u>(26,588)</u>	<u>(518,832)</u>
Net (expenditure)/income		<u>(73,135)</u>	<u>5,516</u>	<u>(67,619)</u>
Net movement in funds		(73,135)	5,516	(67,619)
Reconciliation of funds				
Total funds brought forward		<u>687,658</u>	<u>25,619</u>	<u>713,277</u>
Total funds carried forward	20	<u><u>614,523</u></u>	<u><u>31,135</u></u>	<u><u>645,658</u></u>

The notes on pages 16 to 27 form an integral part of these financial statements.

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2024 (continued)

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	294,139	24,951	319,090
Other trading activities	4	137,522	-	137,522
Investment income	5	3,909	-	3,909
Total income		<u>435,570</u>	<u>24,951</u>	<u>460,521</u>
Expenditure on:				
Raising funds		(209,785)	-	(209,785)
Charitable activities		<u>(245,777)</u>	<u>(3,523)</u>	<u>(249,300)</u>
Total expenditure	6	<u>(455,562)</u>	<u>(3,523)</u>	<u>(459,085)</u>
Net (expenditure)/income		<u>(19,992)</u>	<u>21,428</u>	<u>1,436</u>
Net movement in funds		(19,992)	21,428	1,436
Reconciliation of funds				
Total funds brought forward		<u>707,650</u>	<u>4,191</u>	<u>711,841</u>
Total funds carried forward	20	<u><u>687,658</u></u>	<u><u>25,619</u></u>	<u><u>713,277</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

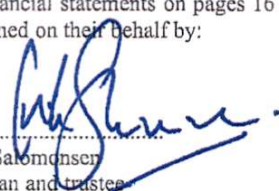
The funds breakdown for 2023 is shown in note 20.

Exeter Leukaemia Fund CIO

(Registration number: 1154727)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	13	17,924	16,974
Current assets			
Stocks	14	2,627	3,759
Debtors	15	42,475	17,755
Cash at bank and in hand	16	<u>625,772</u>	<u>681,840</u>
		670,874	703,354
Creditors: Amounts falling due within one year	17	<u>(43,140)</u>	<u>(7,051)</u>
Net current assets		<u>627,734</u>	<u>696,303</u>
Net assets		<u>645,658</u>	<u>713,277</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	20	31,135	25,619
Unrestricted income funds			
Unrestricted funds		<u>614,523</u>	<u>687,658</u>
Total funds	20	<u>645,658</u>	<u>713,277</u>

The financial statements on pages 16 to 30 were approved by the trustees, and authorised for issue on 2/10/24 and signed on their behalf by:


V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Charity status

The charity is a Charitable Incorporated Organisation registered in England and Wales.

The address of its registered office is:

The ELF Office
Haematology Centre
Royal Devon & Exeter Hospital
Exeter
EX2 5DW

2 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Exeter Leukaemia Fund CIO meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Gifts in kind

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Gift aid

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

Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor vehicles	20% straight line
Fixtures and fittings	15% straight line
Office equipment	20% and 33.33% straight line

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

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

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies;				
Donations from companies, trusts and similar proceeds	213,964	20,854	234,818	207,984
Legacies	25,519	-	25,519	92,061
Grants, including capital grants;				
Grants from companies	7,650	11,250	18,900	19,045
	<u>247,133</u>	<u>32,104</u>	<u>279,237</u>	<u>319,090</u>

4 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2023 £
Trading income;			
Charity shops	129,320	129,320	114,805
Other fundraising	33,235	33,235	22,717
	<u>162,555</u>	<u>162,555</u>	<u>137,522</u>

5 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Dividends receivable from other listed investments	133	133	237
Interest receivable on bank deposits	9,288	9,288	3,672
	<u>9,421</u>	<u>9,421</u>	<u>3,909</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

6 Expenditure on charitable activities

	Cost of raising funds	Filling Time	Hospital Support	Patient Support	Counselling	Transport	Support costs	2024 Total	2023 Total
	£	£	£	£	£	£	£	£	£
Staff costs	129,987	14,870	-	-	8,149	64,942	35,825	253,773	226,133
Depreciation	919	1,391	-	150	119	2,892	1,527	6,998	5,372
Hospital equipment	-	-	183	-	-	-	-	183	20,447
Purchases	16,832	2,740	-	-	-	-	-	19,572	11,624
Rent and rates	27,636	-	-	-	-	-	6,388	34,024	32,428
Office costs	15,234	33	118	156	4	77	2,951	18,573	13,123
Travel and subsistence	1,757	-	-	2,144	5	394	579	4,879	1,778
IT and communications	7,603	423	-	264	531	1,810	5,170	15,801	12,884
Repairs and maintenance	18,407	1,065	-	-	8	75	53	19,608	2,008
Transport	-	-	-	-	-	25,003	-	25,003	36,272
Professional fees	2,709	20	-	202	384	3,391	7,952	14,658	19,929
Other	11,229	19	2,766	5,165	22,830	488	3,208	45,705	44,528
Support grants	-	-	-	15,049	-	-	-	15,049	8,000
(Profit)/Loss on disposal	124	-	-	-	-	-	23	147	73
Governance costs	-	-	-	-	-	-	44,859	44,859	24,486
	232,437	20,561	3,067	23,130	32,030	99,072	108,535	518,832	459,085
Support costs	18,090	18,089	18,089	18,089	18,089	18,089	(108,535)	-	-
Total expenditure 2024	250,527	38,650	21,156	41,219	50,119	117,161	-	518,832	459,085
Total expenditure 2023	209,785	27,333	37,785	27,369	32,574	124,239	-	459,085	

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

Of total expenditure £26,588 (2023 - £3,523) is restricted and £492,244 (2023 - £455,562) is unrestricted.

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Staff costs			
Wages and salaries	37,159	37,159	19,122
Social security costs	3,787	3,787	2,061
Pension costs	913	913	468
Independent examiner fees			
Examination of the financial statements	1,000	1,000	945
Other fees paid to examiners	2,000	2,000	1,890
	<u>44,859</u>	<u>44,859</u>	<u>24,486</u>

8 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2024 £	2023 £
(Profit)/loss on disposal of fixed assets	147	73
Depreciation of fixed assets	<u>6,998</u>	<u>5,372</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

10 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	274,464	229,719
Social security costs	16,072	13,528
Pension costs	5,096	4,536
	<u>295,632</u>	<u>247,783</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year was as follows:

	2024 No	2023 No
Average number of employees	<u>14</u>	<u>12</u>

Contributions to the employee pension schemes for the year totalled £5,096 (2023 - £4,536).

The total employee benefits of the key management personnel of the charity were £83,718 (2023 - £65,061).

No employee received emoluments of more than £60,000 during the year

11 Independent examiner's remuneration

	2024 £	2023 £
Examination of the financial statements	<u>1,000</u>	<u>945</u>
Other fees to examiners		
All other services	<u>2,000</u>	<u>1,890</u>

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

13 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost				
At 1 April 2023	4,483	11,973	18,581	35,037
Additions	-	-	8,095	8,095
Disposals	-	-	(3,511)	(3,511)
At 31 March 2024	<u>4,483</u>	<u>11,973</u>	<u>23,165</u>	<u>39,621</u>
Depreciation				
At 1 April 2023	3,814	3,991	10,258	18,063
Charge for the year	219	2,395	4,384	6,998
Eliminated on disposals	-	-	(3,364)	(3,364)
At 31 March 2024	<u>4,033</u>	<u>6,386</u>	<u>11,278</u>	<u>21,697</u>
Net book value				
At 31 March 2024	<u>450</u>	<u>5,587</u>	<u>11,887</u>	<u>17,924</u>
At 31 March 2023	<u>669</u>	<u>7,982</u>	<u>8,323</u>	<u>16,974</u>

14 Stock

	2024 £	2023 £
Stocks	<u>2,627</u>	<u>3,759</u>

15 Debtors

	2024 £	2023 £
Trade debtors	4,093	2,597
Prepayments	8,465	10,025
VAT recoverable	2,565	1,891
Other debtors	<u>27,352</u>	<u>3,242</u>
	<u>42,475</u>	<u>17,755</u>

16 Cash and cash equivalents

	2024 £	2023 £
Cash on hand	273	342
Cash at bank	<u>625,499</u>	<u>681,498</u>
	<u>625,772</u>	<u>681,840</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

17 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	9,565	149
Other taxation and social security	-	950
Other creditors	1,377	1,682
Accruals	32,198	4,270
	<u>43,140</u>	<u>7,051</u>

18 Contingent assets

Legacy Income

As at 31 March 2024, the charity had been notified of one residuary legacy the value of which is uncertain as the executor is awaiting confirmation of other claims on the estate, but it is unlikely to exceed £34,275. As at the date of approval no further information had been received and so this legacy has not been accrued.

19 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2024 £	2023 £
Other		
Within one year	38,601	46,955
Between one and five years	19,961	53,350
	<u>58,562</u>	<u>100,305</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

20 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General funds	687,658	419,109	(492,244)	614,523
Restricted funds				
Chevithorne Family Suite	668	-	-	668
Counsellor	-	10,250	(3,000)	7,250
Transport	-	1,000	(1,000)	-
Hospital fund	1,830	16,729	(5,917)	12,642
Patient support (coordinator)	23,121	1,000	(15,584)	8,537
Fellowship	-	3,125	(1,087)	2,038
Total restricted funds	<u>25,619</u>	<u>32,104</u>	<u>(26,588)</u>	<u>31,135</u>
Total funds	<u>713,277</u>	<u>451,213</u>	<u>(518,832)</u>	<u>645,658</u>
	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General funds	707,650	435,570	(455,562)	687,658
Restricted				
Chevithorne Family Suite	873	-	(205)	668
Counsellor	2,270	-	(2,270)	-
Transport	48	-	(48)	-
Patient Support (Hardship Fund)	1,000	-	(1,000)	-
Hospital fund	-	1,830	-	1,830
Patient support (coordinator)	-	23,121	-	23,121
Total restricted funds	<u>4,191</u>	<u>24,951</u>	<u>(3,523)</u>	<u>25,619</u>
Total funds	<u>711,841</u>	<u>460,521</u>	<u>(459,085)</u>	<u>713,277</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

The specific purposes for which the funds are to be applied are as follows:

Chevithorne Family Suite – The restricted funds represent amounts received for the Chevithorne project. The project is complete and the balance carried forward is to pay for the upkeep of the suite. There has not been any spend on this project in the year.

Counselling – Grants received to cover counselling staffing costs.

Transport – Income has been received in the period to help support the transport service.

Patient Support (Hardship Fund) – Donations of £1,000 received in the previous financial year to help fund patient support which was spent in the prior year.

Hospital fund - This fund represents any income received which is restricted to expenditure on Hospital support.

Patient Support Coordinator - This fund represents amounts raised from a campaign that was run in order to fund the coordinator position.

Fellowship - This fund represents any income received which is restricted to the fellowship programme.

21 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Tangible fixed assets	17,924	-	17,924
Current assets	639,739	31,135	670,874
Current liabilities	(43,140)	-	(43,140)
Total net assets	<u>614,523</u>	<u>31,135</u>	<u>645,658</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Tangible fixed assets	16,974	-	16,974
Current assets	677,735	25,619	703,354
Current liabilities	(7,051)	-	(7,051)
Total net assets	<u>687,658</u>	<u>25,619</u>	<u>713,277</u>

22 Related party transactions

There were no related party transactions in the year.

Accounts

Charity registration number: 1154727

Exeter Leukaemia Fund CIO

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Exeter Leukaemia Fund CIO

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Exeter Leukaemia Fund CIO

Reference and Administrative Details

Chairman	V E S Salomonsen
Trustees	V E S Salomonsen I M Kenny C Parsely C Fox J M Hawkins S S Cann S R Cooper
Senior Management / Leadership Team	M Southwood, Chief Executive Officer S Peacock, Head of Operations and Finance
Charity Registration Number	1154727
Principal Office	The ELF Office Haematology Centre Royal Devon & Exeter Hospital Barrack Road Exeter EX2 5DW
Independent Examiner	Thompson Jenner LLP Independent Examiner 1 Colleton Crescent Exeter Devon EX2 4DG
Solicitors	Tozers Solicitors LLP Broadwalk House Southernhay West
Bankers	Barclays Bank PLC 3 Bedford Street Exeter Devon EX1 1LX Santander UK PLC 53 High Street Exeter Devon EX4 3HE

Exeter Leukaemia Fund CIO

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	V E S Salomonsen I M Kenny (appointed 18 May 2022) C Parsely (appointed 18 May 2022) C Fox J M Hawkins S S Cann S R Cooper
Chairman:	V E S Salomonsen
Senior Management / Leadership Team:	M Southwood, Chief Executive Officer S Peacock, Head of Operations and Finance

Chief Executive Officer's Statement

The Charity has continued to gain strength following the difficult years of the pandemic. Although some of our services still operated with restrictions in place because of the continuing effects of the pandemic, as the year passed these eased and we have been able to return to offer increased services to our patients, as well as providing support to the Haematology Centre and the Royal Devon University Trust.

In September, we were pleased to regain access to our office on Yarty Ward. We continued to transport patients and our careful and committed drivers took all precautions necessary to ensure the safety of passengers. We were delighted to re-open our counselling service, after a successful pilot programme was run through the spring.

In the autumn we established a process for managing Patient Support Grants, offering one-off grants to patients experiencing financial hardship. Patients are referred to us by the Clinical Nurse Specialist team and we have been pleased to support a range of patients this year who have, in addition to their diagnosis, been struggling with the increased cost of living.

Our fundraising team worked hard to deliver above the income target set at the start of the year. Donations were received from a range of supporters including local businesses, trusts and foundations, as well as individual donors. Volunteers ran and cycled for the charity, raised money by bucket collections at supermarkets, completed Sky Dives and organised a range of events from cream teas to quiz nights. Several groups, including our Crediton Fundraising Group, raised funds via a number of well-attended events across the year. We also received some significant donations from individuals remembering loved ones.

Our retail operation continued to deliver a surplus, with our shops in Exminster and Crediton working well together to manage stock.

Filling Time has modestly expanded its service, offering hot drinks and light refreshments to patients, families and staff on the ward.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

ELF remains smaller than it was before the pandemic, but careful management on the part of the Trustees and senior staff has ensured that its finances are secure and that its core services to those affected by blood disorders and their families continue to be provided.

I was appointed as Chief Executive Officer in September 2022 and have been working with staff and Trustees to review our provision and make plans for expanding our services. We look forward with confidence to the coming year.

Molly Southwood

Chief Executive Officer

Objectives and activities

Policies and objectives

The objectives of ELF, which are outlined in the Constitution of the CIO dated 1 January 2014 are:

- To promote and protect the physical and mental health of people suffering from leukaemia and related diseases in the South West of England (and particularly those living in Devon), and their relatives and loved ones, through the provision of financial assistance, support, specialist equipment, education and practical advice, whether to those people or to hospitals, clinics and hospices in Devon and neighbouring counties.
- To advance the education of the public in all areas relating to Leukaemia and related diseases.

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

Vision, Mission and Strategy

Vision

We want every patient in Devon diagnosed with blood cancer to have the best possible outcome.

Mission Statement

ELF's mission is to create an environment where patients and their families are supported through their leukaemia journey. We want to ensure all blood cancer patients and their families have access to excellent support services, from the point of diagnosis to recovery and beyond.

Strategy

Working with our partners in the NHS, we will design and deliver sector-leading services to offer direct support to patients and support the Haematology Centre at the Royal Devon & Exeter Hospital, which we helped to build.

Strategic Objectives

To help realise our vision, we have set five strategic objectives

Objective 1 – Strategic Vision

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

The changes to the organisation over the past several years has meant we have been operating without a formal strategic plan. Working with Trustees, staff and colleagues from the Trust, we will develop a formal strategic vision, setting out our key priorities and objectives for 2023-2026/8.

Objective 2 – Patient Support

Our support services are well-regarded and appreciated by patients and Trust staff alike, however to effectively assess impact and ensure efficient delivery we will review the process, from referral to feedback. We will review how data is being gathered, particularly whether the CRM should be used more widely. We will also seek to extend our wellbeing support for patients via support groups.

Objective 3 – Haematology Centre Support

Collaboration with the Haematology Centre and other Trust staff is essential to improving our existing services, and growing our offer. Working with clinical and nursing staff we will improve our communications with Trust colleagues, and identify new opportunities. We will focus initially on the proposed fellowship programme and support for medical equipment.

Objective 4 – Income Generation

ELF is entirely funded by voluntary donations and retail income, both of which need to increase in order for us to improve our support for both patients and the Haematology Centre. We will focus on making our current income streams more sustainable, via improved Legacy fundraising and regular donations from individual donors.

Objective 5 – Volunteer Recruitment, Support and Retention

ELF relies on support from volunteers to deliver our services. We are also aware that our services might be improved or extended with better recruitment and management of volunteers. We will improve the way in which we run our volunteering programme, and also seek to grow our volunteer community. We will also aim to increase the number of volunteering opportunities available.

Current Service Portfolio

The services Exeter Leukaemia Fund currently offer in relation to the objectives are as follows:

- Transport of patients to and from hospital
- Counselling to help patients and families through the challenges of the illness
- Financial support through our Patient Support Grant scheme
- Funds to purchase equipment to improve patient treatment and support
- Accommodation near the hospital so families can be close to their loved ones
- Complementary therapies for patients staying on Yarty Ward
- Free refreshments to patients and relatives awaiting Day Case appointments
- Financial advice through our partnership with the CAB
- Legal services through our partnership with Dunn & Baker

Main activities undertaken to further the Charity's purposes for the public benefit

Services that ELF provided for 2022/23

Exeter Leukaemia Fund (ELF) has continued to rebuild following the global pandemic of COVID-19. The charity has been reviewing the ways in which services are provided and made changes necessary to ensure economy, efficiency and effectiveness.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Transport Service

The charity has three dedicated drivers taking patients to and from their home to attend medical appointments at the Haematology Centre. In 2022/23 the ELF transport team completed 1731 passenger journeys, with a total distance of 50,000 miles.

This service is seen by external agencies and partners as one of ELF's Unique Selling Point (USP) services.

Counselling Service

At the end of the last financial year, we ran a pilot programme to determine the viability of re-launching our counselling service. The pilot was successful and ELF now has a bank of six private practice counsellors who support patients and family members referred by the Clinical Nurse Specialist team. 67 cases were taken on during the financial year. Thanks to a successful fundraising appeal in the autumn of 2022, ELF will also be able to recruit a counsellor to lead the service. This service continues to be cited frequently by our colleagues in the nursing teams as one of the most vital we offer to patients.

Accommodation

ELF offers financial support to patients requiring hotel stays in Exeter due to their treatment plans. We are grateful to our partners at Mercure Southgate who offer a discounted rate for ELF patients.

Filling Time

The ELF kiosk, in the Haematology Centre reception, offers snacks and refreshments to patients and their supporters. A limited number of items, including hot drinks, fruit, biscuits and crisps are offered free of charge, though may users elect to offer a donation. The café is run by a member of ELF staff, and supported by volunteers during periods of annual leave or illness.

Complementary Therapies

Aromatherapy massage treatment is provided for patients staying on Yarty Ward. During the year, the service offered 213 patient appointments.

Citizens Advice Bureau Service

During the year, ELF has continued to provide links to the CAB service for patients requiring their specific help. The CAB service provides assistance in a range of matters including employment, housing, debt, benefits advice.

Legal Services

ELF offers a free will service to patients, patients families, volunteers and supporters through a partnership with local solicitors Dunn and Baker. The service includes the writing of a standard will and is completely free of charge. The switch from a previous national supplier offers a more localised personal service with a local office.

Achievements and performance

Fundraising objectives 2022-23

To create more sponsorship opportunities to improve corporate relationships and focus on targeted campaign to increase supporter engagement.

Fundraising outcomes

Through focused effort and an increase in the number of events the team were able to support, income was up on the previous year. A successful campaign was run in the autumn to support the creation of a new role to offer support directly to patients.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Fundraising was supported by 76 volunteers contributing 471 hours of support, covering a range of roles such as administration, bucket collections and coordinating collection boxes.

2023/24 Fundraising Objectives

- Improve donor retention by improving impact and stewardship communication
- Develop sustainable income streams, including legacy and regular giving
- Develop trusts and grants strategy to support specific projects
- Improve fundraising processes to ensure maximum efficiency

Retail

High staff turnover across both shops resulted in fewer opening hours, however the shops located in Crediton and Exminster both increased sales compared to the previous year. Retail was supported by 22 volunteers, contributing over 2,811 hours of support.

Retail Objectives

- Increase the surplus earned by the shops in support of the charity's wider objectives
- Develop an online retail presence

Review of activities

As pandemic restrictions eased, the charity was able to increase its service offering, as well as increase income generation activities. To help support the growing activity, the Trustees took the decision to recruit a new CEO who with the charity in September 2022.

The outlook for the future is very positive as we see a strong response from our supporters, and a renewed partnership with Yarty Ward. We look forward to working with staff, Trustees and partners to increase our service provision to ensure the best possible outcomes for haematology patients in Devon.

Financial review

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Reserves policy

The trustees' long-term strategy is to seek reserves excluding property to provide financial stability and the means for the development of our principal activities. We intend to maintain our reserves at a level which would allow an orderly wind down of the charity should that ever need to be considered. In the coming year we also intend to use a portion of our reserves to establish an investment portfolio with the aim of using interest realised to contribute towards charity running costs. We intend to use the reserves in the following manner:

- Financial sustainability of the charity
- Establishment of an investment portfolio
- Community and Hospital Service development

As at the year-end, ELF has total funds available of £713,277 (2022 - £711,841) and unrestricted funds of £687,658 (2022 - £707,650).

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

Structure, governance and management

a. Constitution

Exeter Leukaemia Fund is a registered charity, number 1154727, and is constituted under a Charity Commission Scheme.

The charity is governed by its CJO Deed, dated 1 January 2014 which was amended 19 January 2021 and under this deed is constituted as a Charitable Incorporated Organisation (CIO). The Trustees meet quarterly. The CIO deed stipulates that the Trustees shall comprise not more than ten, nor less than three persons.

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
- buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of that clause;
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

Membership of the CIO

- The members of the CIO shall be its charity trustees for the time being. The only persons eligible to be members of the CIO are its charity trustees. Membership of the CIO cannot be transferred to anyone else.
- Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Charity Commission Scheme. The Trustees are eligible, in committee, to appoint additional trustees under the terms of the CIO constitution.

Apart from the first charity trustees, every Trustee may be appointed for a maximum term of three, three-year terms by a resolution passed at properly convened meetings of the CIO Trustees. In selecting individuals for appointment as Trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

c. Policies adopted for the induction and training of Trustees

New trustees are selected based on the skills that they must complement the existing Board of Trustees. They meet with existing Trustees and key members of staff to ensure that they feel comfortable with the organisation and happy to become part of the team.

Exeter Leukaemia Fund CIO

Trustees' Report (continued)

The charity Trustees will make available to each new charity Trustee, on or before his or her first appointment:

- a) a copy of the current version of this constitution; and
- b) a copy of the CIO's Latest Trustees' Annual Report and statement of accounts.

As with all staff:

"The Trustees of ELF review salaries on an annual basis, normally December; however, there is no guarantee of an automatic increase in your pay as a result of any review". Employee Handbook.

Plans for future periods

The Trustees will focus on the relationship with the RD & E, specifically Yarty Ward and the wider haematology service including that in North Devon, in order to provide help and support to patients in the most meaningful way. This relationship is seen as paramount so that the haematology staff are supported by the charity and can therefore provide the best care for their patients and so that ELF can then provide support in addition to this care.

The Trustees will also encourage charity staff to undertake a review of patient services to ensure they are being managed effectively and are fit for purpose and the changing needs of the patients.

Funds held as custodian

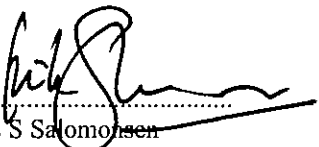
None

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

The annual report was approved by the trustees of the charity on 14/08/23 and signed on its behalf by:


.....
V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Statement of Trustees' Responsibilities

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

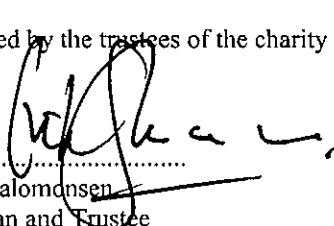
The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 14/08/23 and signed on its behalf by:


.....
V E S Salomonsen
Chairman and Trustee

Exeter Leukaemia Fund CIO

Independent Examiner's Report to the trustees of Exeter Leukaemia Fund CIO

I report to the trustees on my examination of the accounts of Exeter Leukaemia Fund CIO for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of Exeter Leukaemia Fund CIO 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 Exeter Leukaemia Fund CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

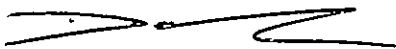
Independent examiner's statement

Since Exeter Leukaemia Fund CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Exeter Leukaemia Fund CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



.....
Dave Tucker FCCA
Independent Examiner
The Association of Chartered Certified Accountants

1 Colleton Crescent
Exeter
Devon
EX2 4DG

Date: 28 August 2023

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	294,139	24,951	319,090
Other trading activities	4	137,522	-	137,522
Investment income	5	3,909	-	3,909
Total income		<u>435,570</u>	<u>24,951</u>	<u>460,521</u>
Expenditure on:				
Raising funds		(209,785)	-	(209,785)
Charitable activities		<u>(245,777)</u>	<u>(3,523)</u>	<u>(249,300)</u>
Total expenditure	7	<u>(455,562)</u>	<u>(3,523)</u>	<u>(459,085)</u>
Net (expenditure)/income		<u>(19,992)</u>	<u>21,428</u>	<u>1,436</u>
Net movement in funds		(19,992)	21,428	1,436
Reconciliation of funds				
Total funds brought forward		<u>707,650</u>	<u>4,191</u>	<u>711,841</u>
Total funds carried forward	22	<u>687,658</u>	<u>25,619</u>	<u>713,277</u>

The notes on pages 14 to 26 form an integral part of these financial statements.

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2023 (continued)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	258,134	5,960	264,094
Other trading activities	4	111,592	-	111,592
Investment income	5	1,453	-	1,453
Other income	6	623	-	623
Total income		<u>371,802</u>	<u>5,960</u>	<u>377,762</u>
Expenditure on:				
Raising funds		(157,296)	-	(157,296)
Charitable activities		<u>(186,766)</u>	<u>(7,850)</u>	<u>(194,616)</u>
Total expenditure	7	<u>(344,062)</u>	<u>(7,850)</u>	<u>(351,912)</u>
Net income/(expenditure)		27,740	(1,890)	25,850
Other recognised gains and losses				
Other gains/losses		<u>83,590</u>	<u>-</u>	<u>83,590</u>
Net movement in funds		111,330	(1,890)	109,440
Reconciliation of funds				
Total funds brought forward		<u>596,320</u>	<u>6,081</u>	<u>602,401</u>
Total funds carried forward	22	<u>707,650</u>	<u>4,191</u>	<u>711,841</u>

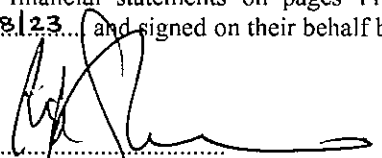
All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 22.

Exeter Leukaemia Fund CIO
(Registration number: 1154727)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	15	16,974	16,323
Current assets			
Stocks	16	3,759	2,260
Debtors	17	17,755	17,114
Cash at bank and in hand	18	<u>681,840</u>	<u>683,405</u>
		703,354	702,779
Creditors: Amounts falling due within one year	19	<u>(7,051)</u>	<u>(7,261)</u>
Net current assets		<u>696,303</u>	<u>695,518</u>
Net assets		<u>713,277</u>	<u>711,841</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	22	25,619	4,191
Unrestricted income funds			
Unrestricted funds		<u>687,658</u>	<u>707,650</u>
Total funds	22	<u>713,277</u>	<u>711,841</u>

The financial statements on pages 11 to 26 were approved by the trustees, and authorised for issue on 14.8.23 and signed on their behalf by:



 V E S Salomonsen
 Chairman and trustee

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Charity status

The charity is a Charitable Incorporated Organisation registered in England and Wales.

The address of its registered office is:

The ELF Office
Haematology Centre
Royal Devon & Exeter Hospital
Exeter
EX2 5DW

2 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Exeter Leukaemia Fund CIO meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Gifts in kind

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Gift aid

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

Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor vehicles	20% straight line
Fixtures and fittings	15% straight line
Office equipment	20% and 33.33% straight line

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

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

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and legacies;				
Donations from companies, trusts and similar proceeds	185,733	22,251	207,984	154,496
Legacies	92,061	-	92,061	64,929
Grants, including capital grants;				
Government grants	-	-	-	19,619
Grants from companies	16,345	2,700	19,045	25,050
	<u>294,139</u>	<u>24,951</u>	<u>319,090</u>	<u>264,094</u>

Of the total income from donations and legacies £24,951 (2022 - £5,960) is restricted and £294,139 (2022 - £258,134) is unrestricted.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

4 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2022 £
Trading income;			
Charity shops	114,805	114,805	109,139
Other fundraising	22,717	22,717	2,453
	<u>137,522</u>	<u>137,522</u>	<u>111,592</u>

Of the above income the entire amount is unrestricted for both 2022 and 2023.

5 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Dividends receivable from other listed investments	237	237	162
Interest receivable on bank deposits	3,672	3,672	1,291
	<u>3,909</u>	<u>3,909</u>	<u>1,453</u>

Of the above income the entire amount is unrestricted for both 2022 and 2023.

6 Other income

	Total 2023 £	Total 2022 £
Miscellaneous income	<u>-</u>	<u>623</u>

Of the above income the entire amount is unrestricted for both 2022 and 2023.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

7 Expenditure on charitable activities

	Cost of raising funds	Filling Time	Hospital Support	Patient Support	Counselling	Transport	Support costs	2023 Total	2022 Total
	£	£	£	£	£	£	£	£	£
Staff costs	116,848	9,041	-	-	-	62,824	37,420	226,133	196,573
Depreciation	1,113	174	-	50	-	2,745	1,290	5,372	4,888
Hospital equipment	-	-	20,447	-	-	-	-	20,447	-
Purchases	10,517	1,107	-	-	-	-	-	11,624	5,317
Rent and rates	27,165	-	-	-	-	-	5,263	32,428	32,080
Office costs	10,785	34	-	30	-	78	2,196	13,123	10,231
Travel and subsistence	1,048	5	-	-	-	338	387	1,778	3,030
IT and communications	7,057	286	-	84	-	1,764	3,693	12,884	12,917
Repairs and maintenance	1,281	25	13	36	-	203	450	2,008	1,082
Transport	-	-	-	-	-	36,272	-	36,272	25,359
Professional fees	1,996	28	-	-	896	2,791	14,218	19,929	25,402
Other	15,396	55	746	2,591	15,100	572	10,068	44,528	16,298
Support grants	-	-	-	8,000	-	-	-	8,000	-
(Profit)/Loss on disposal	-	-	-	-	-	73	-	73	(5,451)
Governance costs	-	-	-	-	-	-	24,486	24,486	24,186
Support costs	193,206	10,755	21,206	10,791	15,996	107,660	99,471	459,085	351,912
Total expenditure 2023	16,579	16,578	16,579	16,578	16,578	16,579	(99,471)	-	-
Total expenditure 2022	209,785	27,333	37,785	27,369	32,574	124,239	-	459,085	351,912
	157,296	721	2,837	-	-	191,058	-	351,912	

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Of total expenditure £3,523 (2022 - £7,850) is restricted and £455,562 (2022 - £344,062) is unrestricted.

8 Exceptional gains/(losses)

During the prior year, freehold property was sold producing a profit on disposal in 2022 of £83,590.

9 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Staff costs			
Wages and salaries	19,122	19,122	19,008
Social security costs	2,061	2,061	2,003
Pension costs	468	468	475
Independent examiner fees			
Examination of the financial statements	945	945	900
Other fees paid to examiners	1,890	1,890	1,800
	<u>24,486</u>	<u>24,486</u>	<u>24,186</u>

10 Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Profit/(Loss) on disposal of fixed assets	(73)	89,041
Depreciation of fixed assets	<u>(4,082)</u>	<u>(4,887)</u>

11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

12 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	229,719	202,019
Social security costs	13,528	11,882
Pension costs	4,536	4,158
	<u>247,783</u>	<u>218,059</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
Average number of employees	<u>12</u>	<u>9</u>

The average headcount expressed as full-time equivalents was:

	2022 No	2022 No
Fundraising team	2	2
Retail activities	3	2
Management and administration	2	1
Community support	3	3
	<u>10</u>	<u>8</u>

The total employee benefits of the key management personnel of the charity were £65,061 (2022 - £40,326).

No employee received emoluments of more than £60,000 during the year

13 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	<u>945</u>	<u>900</u>
Other fees to examiners		
All other services	<u>1,890</u>	<u>1,800</u>

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

15 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost				
At 1 April 2022	4,483	11,973	14,170	30,626
Additions	-	-	6,096	6,096
Disposals	-	-	(1,685)	(1,685)
At 31 March 2023	<u>4,483</u>	<u>11,973</u>	<u>18,581</u>	<u>35,037</u>
Depreciation				
At 1 April 2022	3,583	1,596	9,124	14,303
Charge for the year	231	2,395	2,746	5,372
Eliminated on disposals	-	-	(1,612)	(1,612)
At 31 March 2023	<u>3,814</u>	<u>3,991</u>	<u>10,258</u>	<u>18,063</u>
Net book value				
At 31 March 2023	<u>669</u>	<u>7,982</u>	<u>8,323</u>	<u>16,974</u>
At 31 March 2022	<u>900</u>	<u>10,377</u>	<u>5,046</u>	<u>16,323</u>

16 Stock

	2023 £	2022 £
Stocks	<u>3,759</u>	<u>2,260</u>

17 Debtors

	2023 £	2022 £
Trade debtors	2,597	2,002
Prepayments	10,025	9,201
VAT recoverable	1,891	2,628
Other debtors	3,242	3,283
	<u>17,755</u>	<u>17,114</u>

18 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	342	356
Cash at bank	<u>681,498</u>	<u>683,049</u>
	<u>681,840</u>	<u>683,405</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

19 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	149	2,329
Other taxation and social security	950	-
Other creditors	1,682	1,267
Accruals	4,270	3,554
Deferred income	-	111
	<u>7,051</u>	<u>7,261</u>

20 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2023 £	2022 £
Other		
Within one year	46,955	30,791
Between one and five years	<u>53,350</u>	<u>33,800</u>
	<u>100,305</u>	<u>64,591</u>

21 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £4,536 (2022 - £4,158).

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

22 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General funds	707,650	435,570	(455,562)	687,658
Restricted funds				
Chevithorne Family Suite	873	-	(205)	668
Counsellor	2,270	-	(2,270)	-
Transport	48	-	(48)	-
Patient Support (Hardship Fund)	1,000	-	(1,000)	-
Hospital fund	-	1,830	-	1,830
Patient support (coordinator)	-	23,121	-	23,121
Total restricted funds	<u>4,191</u>	<u>24,951</u>	<u>(3,523)</u>	<u>25,619</u>
Total funds	<u>711,841</u>	<u>460,521</u>	<u>(459,085)</u>	<u>713,277</u>

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General funds	596,320	371,802	(344,062)	83,590	707,650
Restricted					
Chevithorne Family Suite	1,153	-	(280)	-	873
ELF@Home	-	4,500	(4,500)	-	-
Retail van	1,600	-	(1,600)	-	-
Counsellor	2,500	460	(690)	-	2,270
Transport	220	-	(172)	-	48
Patient equipment	608	-	(608)	-	-
Patient Support (Hardship Fund)	-	1,000	-	-	1,000
Total restricted funds	<u>6,081</u>	<u>5,960</u>	<u>(7,850)</u>	<u>-</u>	<u>4,191</u>
Total funds	<u>602,401</u>	<u>377,762</u>	<u>(351,912)</u>	<u>83,590</u>	<u>711,841</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

The specific purposes for which the funds are to be applied are as follows:

Chevithorne Family Suite – The restricted funds represent amounts received for the Chevithorne project. The project is complete and the balance carried forward is to pay for the upkeep of the suite. There has not been any spend on this project in the year.

ELF@Home – The restricted fund represent amounts received for the ELF@Home project. This has been offset against the total expenditure in the year with no balance to carry forward.

Retail Van – Income has been received to fund the purchase and related costs of the retail van. The balance is to be offset against depreciation each year.

Counselling – Grants received to cover counselling staffing costs.

Transport – Income has been received in the period to help support the transport service.

Patient equipment – A donation was made to be spent on patient equipment.

Patient Support (Hardship Fund) – Donations of £1,000 received in the prior year to help fund patient support which was spent in the year.

Hospital fund - This fund represents any income received which is restricted to expenditure on Hospital support.

Patient Support Coordinator - This fund represents amounts raise from a campaign that was run in order to fund the coordinator position.

23 Analysis of net assets between funds

	Unrestricted funds Designated £	Restricted funds £	Total funds at 31 March 2023 £
Tangible fixed assets	16,974	-	16,974
Current assets	677,735	25,619	703,354
Creditors over 1 year	(7,051)	-	(7,051)
Total net assets	<u>687,658</u>	<u>25,619</u>	<u>713,277</u>
	Unrestricted funds Designated £	Restricted funds £	Total funds at 31 March 2022 £
Tangible fixed assets	16,323	-	16,323
Current assets	698,588	4,191	702,779
Current liabilities	(7,261)	-	(7,261)
Total net assets	<u>707,650</u>	<u>4,191</u>	<u>711,841</u>

24 Related party transactions

There were no related party transactions in the year.

Accounts

Charity registration number: 1154727

Exeter Leukaemia Fund CIO

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Thompson Jenner LLP
Independent Examiner
1 Colleton Crescent
Exeter
Devon
EX2 4DG

Exeter Leukaemia Fund CIO

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Exeter Leukaemia Fund CIO

Reference and Administrative Details

Trustees	V E S Salomonsen I M Kenny C Parsely C Fox J M Hawkins S S Cann S R Cooper
Senior Management / Leadership Team	S Peacock, Charity Manager
Charity Registration Number	1154727
Registered Office	The ELF Office Haematology Centre Royal Devon & Exeter Hospital Barrack Road EXETER EX2 5DW
Independent Examiner	Thompson Jenner LLP Independent Examiner 1 Colleton Crescent Exeter Devon EX2 4DG
Solicitors:	Tozers Solicitors LLP Broadwalk House Southernhay West
Bankers	Barclays Bank PLC 3 Bedford Street Exeter Devon EX1 1LX Santander UK PLC 53 High Street Exeter Devon EX4 3HE

Exeter Leukaemia Fund CIO

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2022.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	V E S Salomonsen
	I M Kenny (appointed 18 May 2022)
	C Parsely (appointed 18 May 2022)
	C Fox
	J M Hawkins
	S S Cann
	S R Cooper

Senior Management / Leadership Team:	S Peacock
--------------------------------------	-----------

Chairman's Statement

2020/2021 has been a year of recovery and steady progress for the charity. At the beginning of the year there were restrictions in place because of the continuing effects of the pandemic, but as the year passed these eased and the public became more confident as a result of the vaccination programme.

Access to Yarty Ward was limited and our use of the office at the ward was not possible. We continued to transport patients and our careful and committed drivers took all precautions necessary to ensure the safety of passengers. We were fortunate to be assisted in our counselling service by our fellow charity - FORCE - who very generously provided support when necessary with their counsellors.

The fund raisers were increasingly able to arrange and attend events and their new look volunteer update received much deserved praise. Volunteers ran and cycled for the charity, raised money by bucket collections at supermarkets, at Sandy Park at Exeter Chiefs' matches and at Cream teas. The supporters group in Crediton worked tirelessly for us with Shelf Life - the Crediton retail operation - as a focal point.

Even though our retail operation was much reduced, Exminster and Crediton worked well together to produce a much needed surplus.

Later in the year our access to Yarty was relaxed and volunteers were able to reopen Filling Time on a part time basis and we were able to return to the ward to provide aromatherapy massage.

ELF is smaller as a result of the constraints of the pandemic but has ensured that its finances are secure and that its core services to those affected by blood disorders and their families continue to be provided.

We look forward with renewed confidence to the coming year

Exeter Leukaemia Fund CIO

Trustees' Report

Objectives and activities

Policies and objectives

The objectives of ELF, which are outlined in the Constitution of the CIO dated 1 January 2014 are:

- To promote and protect the physical and mental health of people suffering from leukaemia and related diseases in the South West of England (and particularly those living in Devon), and their relatives and loved ones, through the provision of financial assistance, support, specialist equipment, education and practical advice, whether to those people or to hospitals, clinics and hospices in Devon and neighbouring counties.
- To advance the education of the public in all areas relating to Leukaemia and related diseases.

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

Strategies for achieving objectives

Vision

"Helping families in Devon live with blood cancer."

Mission Statement

"ELF's mission is to create an environment where patients and their families are supported through their leukaemia journey."

Operational Objectives

- Offer compassionate and competent care
- Provide a link between the patient and the medical team
- Provide patient led practical support
- Promote patients' and families' emotional wellbeing
- Raise awareness of available services

Activities undertaken to achieve objectives

Services

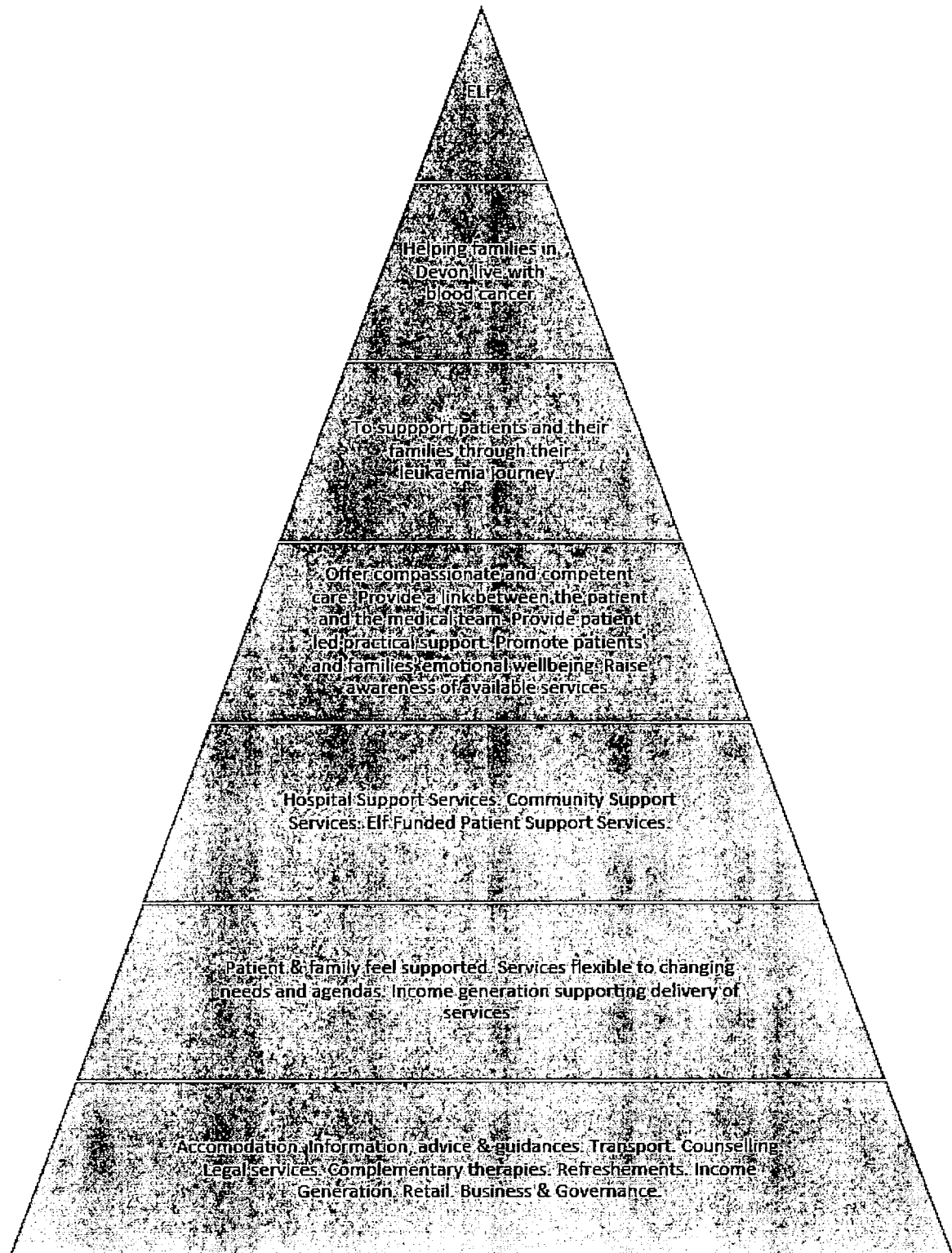
The services Exeter Leukaemia Fund currently offer in relation to the objectives are as follows:

- Transport of patients to and from hospital
- Counselling to help patients and families through the challenges of the illness
- Accommodation near the hospital so families can be close to their loved ones
- Complementary therapies for patients staying on Yarty Ward
- Free refreshments to patients and relatives awaiting Day Case appointments
- Financial advice through our partnership with the CAB
- Legal services through our partnership with Dunn & Baker

Exeter Leukaemia Fund CIO

Trustees' Report

Main activities undertaken to further the Charity's purposes for the public benefit



Exeter Leukaemia Fund CIO

Trustees' Report

Services that ELF provided for 2021/22

Exeter Leukaemia Fund (ELF) has had a year of rebuilding following the global pandemic of COVID-19. The charity has been reviewing the ways in which services are provided and made changes necessary to ensure economy, efficiency and effectiveness.

Transport Service

The charity has three dedicated drivers taking patients to and from their home to attend medical appointments at the Haematology Centre. In 2021/22 the ELF transport team completed 1547 passenger journeys, with a total distance of 43,424 miles.

This service is seen by external agencies and partners as ELF's Unique Selling Point (USP) service.

Counselling Service

During the year, the provision of counselling services has been provided by our fellow charity FORCE. This has allowed the charity to develop a renewed counselling provision and put all necessary steps in place to get the service up and running. The service was piloted towards the end of the financial year ready to go live for 2022/23. The charity is now able to expand the capacity and breadth of the service through the provision of a bank of independent counsellors, providing support to patients and their family members.

Accommodation

The accommodation was under-utilised due to the risk of infection to patients and sold in May 2021. The charity continues to offer accommodation via partnerships with local hotels that have been developed over the year. Where there is a need for patients or family members to be near the hospital, the charity is able to provide somewhere close by eliminating the worry of travelling large distances.

Filing Time

The ELF kiosk, in the Haematology Centre reception, offering snacks and refreshments. Filling Time remained closed throughout much of the period due to restrictions to the ward. The charity was able to reopen the facility on a part time basis in February 2022, with volunteers providing free refreshments to patients and relatives awaiting day case appointments. During the two-month period the facility was open it served 451 people with a range of free tea, coffee, squash, water and biscuits. This was extended by request of the patients to include more savoury items.

Complementary Therapies

Aromatherapy treatment provided for patients staying on Yarty Ward. Due to restrictions at the hospital the charity was unable to provide therapy sessions until July 2021. Since that time the charity has provided therapy for 172 patients.

Citizens Advice Bureau Service

During the year, ELF has continued to provide links to the CAB service for patients requiring their specific help. The CAB service provides assistance in a range of matters including employment, housing, debt, benefits advice.

Legal Services

In July 2021 ELF re-established its free will service. The new partnership with local solicitors Dunn and Baker, offers a free will writing and review service to patients, families, volunteers and supporters. The service includes the writing of a standard will and is completely free of charge. The switch from a previous national supplier offers a more localised personal service with a local office.

Exeter Leukaemia Fund CIO

Trustees' Report

Achievements and performance

Fundraising objective

- To establish the team and focus on providing a high level of stewardship to supporters.
- To work with the new materials to aid community fundraising, and to promote the charity with a consistent brand to ensure the continued growth of this high value area of fundraising.
- To continue to engage with the retail team to encourage promotion of the charity's aims through the shops.

Fundraising outcomes

Fundraising income was much the same as the previous year. With the pandemic still being a significant factor throughout the majority of the period, especially effecting community income with supporters remaining cautious even with restrictions lifted.

Fundraising was supported by 68 volunteers contributing 437 hours of support, covering a range of roles such as administration, bucket collections and coordinating collection boxes.

Fundraising objectives 2022-23

To create more sponsorship opportunities to improve corporate relationships and focus on targeted campaigns to increase supporter engagement.

Retail

There was a delayed start to the year for retail with restrictions keeping the shops closed for a few weeks, however the shops located in Crediton and Exminster performed well seeing an increase in sales on last year, with Crediton outperforming pre-pandemic sales. Retail was supported by 18 volunteers, contributing over 3500 hours of support.

Retail Objectives

- To raise funds via the sales of donated goods throughout the two retail shops.
- To work alongside the fundraising department to grow additional charity brand awareness and income.

Review of activities

During the period, Covid-19 was still prevalent in the UK and as a result most of the services previously offered were reduced to decrease the risk of infection. This continued to affect the charity services throughout the period.

The outlook appears more positive for the future and the charity has now taken steps to increase the service it offers.

Financial review

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Exeter Leukaemia Fund CIO

Trustees' Report

Reserves policy

The trustees' reserves strategy is to seek a suitable level of reserves to provide financial stability for the charity in order to develop its principal activities.

Whilst the charity supports blood cancer patients in Exeter and the surrounding areas who are being treated at the Royal Devon & Exeter Hospital in the Yarty Ward, it does not receive government funding or similar. For this reason, the trustees' long-term policy would be to ensure that any surpluses generated that are not ear-marked for specific projects will be used to reduce the pressure on future fundraising and associated income streams. At present, the charity is experiencing a period of change, along with the United Kingdom in general, therefore the trustees wish to have liquid assets where possible so that the working capital needs of the charity can be met.

As an absolute minimal the policy will seek to maintain reserves at a level which would allow an orderly wind down of the charity should that ever need to be considered.

As at the year-end, ELF has total funds available of £711,841 (2021 - £602,401) of which £707,650 (2021 - £596,320) are unrestricted.

Structure, governance and management

a. Constitution

Exeter Leukaemia Fund is a registered charity, number 1154727, and is constituted under a Charity Commission Scheme.

The charity is governed by its CJO Deed, dated 1 January 2014 which was amended 19 January 2021 and under this deed is constituted as a Charitable Incorporated Organisation (CIO). The trustees meet quarterly. The CIO deed stipulates that the trustees shall comprise not more than ten, nor less than three persons.

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
- buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of that clause;
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

Membership of the CIO

- The members of the CIO shall be its charity trustees for the time being. The only persons eligible to be members of the CIO are its charity trustees. Membership of the CIO cannot be transferred to anyone else.

Exeter Leukaemia Fund CIO

Trustees' Report

- Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Charity Commission Scheme. The trustees are eligible, in committee, to appoint additional trustees under the terms of the CIO constitution.

Apart from the first charity trustees, every trustee may be appointed for a maximum term of three, three-year terms by a resolution passed at properly convened meetings of the CIO trustees. In selecting individuals for appointment as trustees, the existing trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

c. Policies adopted for the induction and training of Trustees

New trustees are selected based on the skills that they must complement the existing board of trustees. They meet with existing trustees and key members of staff to ensure that they feel comfortable with the organisation and happy to become part of the team.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- a) a copy of the current version of this constitution; and
- b) a copy of the CIO's Latest Trustees' Annual Report and statement of accounts.

As with all staff:

"The Trustees of ELF review salaries on an annual basis, normally December; however, there is no guarantee of an automatic increase in your pay as a result of any review". Employees handbook.

Plans for future periods

The global pandemic has forced the charity, like many others, to review what services it provides to the public due to financial and physical constraints.

The Trustees will focus on the relationship with the RD & E, specifically the Yarty Ward and the exceptional staff that work there in order to provide help and support to the patients of Yarty Ward in the most meaningful way. This relationship is seen as paramount so that the Yarty Ward staff are supported by the charity and can therefore provide the best care for their patients and so that ELF can then provide support in addition to this care.

Funds held as custodian

None

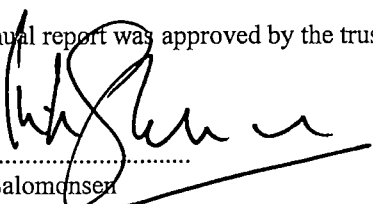
Exeter Leukaemia Fund CIO

Trustees' Report

Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on 22/07/22 and signed on its behalf by:


.....
V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Statement of Trustees' Responsibilities

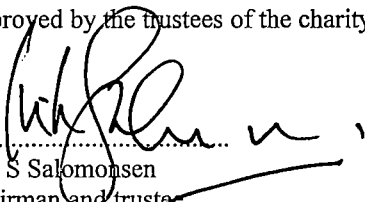
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees 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 the trustees of the charity on 22/07/22 and signed on its behalf by:


.....
V E S Salomonsen
Chairman and trustee

Exeter Leukaemia Fund CIO

Independent Examiner's Report to the trustees of Exeter Leukaemia Fund CIO

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022 which are set out on pages 12 to 28.

Responsibilities and basis of report

As the charity's trustees of Exeter Leukaemia Fund CIO 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 Exeter Leukaemia Fund CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since Exeter Leukaemia Fund CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Exeter Leukaemia Fund CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



.....
Dave Tucker FCCA
Independent Examiner
The Association of Chartered Certified Accountants

Thompson Jenner LLP
1 Colleton Crescent
Exeter
Devon
EX2 4DG

Date: 26/10/22

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	258,134	5,960	264,094
Other trading activities	4	111,592	-	111,592
Investment income	5	1,453	-	1,453
Other income	6	623	-	623
Total income		<u>371,802</u>	<u>5,960</u>	<u>377,762</u>
Expenditure on:				
Raising funds		(157,296)	-	(157,296)
Charitable activities	7	<u>(186,766)</u>	<u>(7,850)</u>	<u>(194,616)</u>
Total expenditure		<u>(344,062)</u>	<u>(7,850)</u>	<u>(351,912)</u>
Net income/(expenditure)		27,740	(1,890)	25,850
Other recognised gains and losses				
Exceptional gains/(losses)	8	<u>83,590</u>	<u>-</u>	<u>83,590</u>
Net movement in funds		111,330	(1,890)	109,440
Reconciliation of funds				
Total funds brought forward		<u>596,320</u>	<u>6,081</u>	<u>602,401</u>
Total funds carried forward	22	<u><u>707,650</u></u>	<u><u>4,191</u></u>	<u><u>711,841</u></u>

The notes on pages 15 to 28 form an integral part of these financial statements.

Exeter Leukaemia Fund CIO

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	423,439	8,844	432,283
Other trading activities	4	58,448	-	58,448
Investment income	5	1,643	-	1,643
Other income	6	4,398	-	4,398
Total income		<u>487,928</u>	<u>8,844</u>	<u>496,772</u>
Expenditure on:				
Raising funds		(364,002)	(1,600)	(365,602)
Charitable activities	7	<u>(291,531)</u>	<u>(14,574)</u>	<u>(306,105)</u>
Total expenditure		<u>(655,533)</u>	<u>(16,174)</u>	<u>(671,707)</u>
Net expenditure		<u>(167,605)</u>	<u>(7,330)</u>	<u>(174,935)</u>
Net movement in funds		(167,605)	(7,330)	(174,935)
Reconciliation of funds				
Total funds brought forward		<u>763,925</u>	<u>13,411</u>	<u>777,336</u>
Total funds carried forward	22	<u><u>596,320</u></u>	<u><u>6,081</u></u>	<u><u>602,401</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 is shown in note 22.

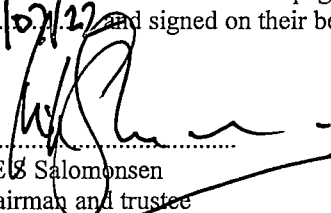
The notes on pages 15 to 28 form an integral part of these financial statements.

Exeter Leukaemia Fund CIO

(Registration number:)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	15	16,323	211,532
Current assets			
Stocks	16	2,260	2,679
Debtors	17	17,114	26,285
Cash at bank and in hand	18	683,405	378,710
		702,779	407,674
Creditors: Amounts falling due within one year	19	(7,261)	(16,805)
Net current assets		695,518	390,869
Net assets		711,841	602,401
Funds of the charity:			
Restricted income funds			
Restricted funds	22	4,191	6,081
Unrestricted income funds			
Unrestricted funds		707,650	596,320
Total funds	22	711,841	602,401

The financial statements on pages 12 to 28 were approved by the trustees, and authorised for issue on 22/07/22 and signed on their behalf by:


.....
V E S Salomonsen
Chairman and trustee

The notes on pages 15 to 28 form an integral part of these financial statements.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charity is a Charitable Incorporated Organisation registered in England and Wales.

The address of its registered office is:

The ELF Office
Haematology Centre
Royal Devon & Exeter Hospital
Barrack Road
EXETER
EX2 5DW

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

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

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

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

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Gifts in kind

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Gift aid

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

Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Freehold property	2% straight line
Motor vehicles	20% straight line
Fixtures and fittings	15% straight line
Office equipment	20% straight line

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

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

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Donations	153,036	1,460	154,496	145,191
Legacies	64,929	-	64,929	123,914
Government grants	19,619	-	19,619	150,934
Other grants	20,550	4,500	25,050	12,244
	<u>258,134</u>	<u>5,960</u>	<u>264,094</u>	<u>432,283</u>

Of the total income from donations and legacies £5,960 (2021 - £8,844) is restricted and £258,134 (2021 - £423,439) is unrestricted.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

4 Income from other trading activities

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Charity shops	109,139	109,139	54,722
Other fundraising	2,453	2,453	3,726
	<u>111,592</u>	<u>111,592</u>	<u>58,448</u>

Of the above income the entire amount is unrestricted for both 2021 and 2022.

5 Investment income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Dividends receivable from other listed investments	162	162	182
Interest receivable on bank deposits	1,291	1,291	1,461
	<u>1,453</u>	<u>1,453</u>	<u>1,643</u>

Of the above income the entire amount is unrestricted for both 2021 and 2022.

6 Other income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Miscellaneous income	623	623	-
Insurance income	-	-	4,398
	<u>623</u>	<u>623</u>	<u>4,398</u>

Of the above income the entire amount is unrestricted for both 2021 and 2022.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

7 Expenditure on charitable activities

	Cost of raising funds	Filling Time	Hospital Support	Community Support	Support costs	2022 Total	2021 Total
	£	£	£	£	£	£	£
Staff costs	103,325	-	-	75,907	17,341	196,573	421,149
Depreciation	1,016	446	-	300	3,126	4,888	9,923
NHS staff recharges	-	-	-	-	-	-	3,555
Purchases	5,155	162	-	-	-	5,317	3,476
Rent and rates	27,176	-	-	71	4,833	32,080	101,008
Office costs	6,908	6	102	185	3,030	10,231	15,823
Travel and subsistence	2,687	-	-	328	15	3,030	1,523
IT and communications	6,608	85	-	1,888	4,336	12,917	25,868
Repairs and maintenance	694	4	-	165	219	1,082	1,643
Transport	130	-	-	20,023	5,206	25,359	28,849
Professional fees	3,202	-	46	4,595	17,559	25,402	20,037
Other	6,228	18	2,689	4,360	3,003	16,298	16,591
(Profit)/Loss on disposal	(5,833)	-	-	235	147	(5,451)	2,963
Governance costs	-	-	-	-	24,186	24,186	19,299
	157,296	721	2,837	108,057	83,001	351,912	671,707
Support costs	-	-	-	83,001	(83,001)	-	-
Total expenditure 2022	157,296	721	2,837	191,058	-	351,912	671,707
Total expenditure 2021	365,602	24,138	4,044	277,923	-	671,707	

Of total expenditure £7,850 (2021 - £16,174) is restricted and £344,062 (2021 - £655,533) is unrestricted.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

8 Exceptional gains/(losses)

During the year, freehold property was sold (see note 15) producing a profit on disposal of £83,590.

9 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Staff costs			
Wages and salaries	19,008	19,008	14,749
Social security costs	2,003	2,003	1,728
Pension costs	475	475	322
Independent examiner fees			
Examination of the financial statements	900	900	750
Other fees paid to examiners	1,800	1,800	1,750
	<u>24,186</u>	<u>24,186</u>	<u>19,299</u>

10 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2022 £	2021 £
Profit/(Loss) on disposal of fixed assets	89,041	(2,325)
Depreciation of fixed assets	<u>(4,887)</u>	<u>(9,920)</u>

11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

12 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	202,019	405,715
Social security costs	11,882	25,070
Pension costs	4,158	7,162
	<u>218,059</u>	<u>437,947</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022 No	2021 No
Average number of employees	<u>9</u>	<u>17</u>

The average headcount expressed as full-time equivalents was:

	2022 No	2021 No
Fundraising team	2	2
Retail activities	2	5
Management and administration	1	2
Community support	3	5
	<u>8</u>	<u>14</u>

During the year, the charity made redundancy and/or termination payments which totalled £Nil (2021 - £27,634).

No employee received emoluments of more than £60,000 during the year.

The number of employees whose emoluments fell within the following bands was:

	2022 No	2021 No
£60,001 - £70,000	<u>-</u>	<u>1</u>

The total employee benefits of the key management personnel (including employer pension and employer national insurance contributions) of the charity were £40,326 (2021 - £98,594).

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

13 Independent examiner's remuneration

	2022 £	2021 £
Examination of the financial statements	<u>900</u>	<u>750</u>
Other fees to examiners		
All other services	<u>1,800</u>	<u>1,750</u>

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

15 Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Equipment £	Total £
Cost					
At 1 April 2021	230,184	6,100	8,000	18,639	262,923
Additions	-	-	11,973	1,098	13,071
Disposals	<u>(230,184)</u>	<u>(1,617)</u>	<u>(8,000)</u>	<u>(5,567)</u>	<u>(245,368)</u>
At 31 March 2022	<u>-</u>	<u>4,483</u>	<u>11,973</u>	<u>14,170</u>	<u>30,626</u>
Depreciation					
At 1 April 2021	28,774	4,671	6,400	11,547	51,392
Charge for the year	-	295	1,596	2,996	4,887
Eliminated on disposals	<u>(28,774)</u>	<u>(1,383)</u>	<u>(6,400)</u>	<u>(5,419)</u>	<u>(41,976)</u>
At 31 March 2022	<u>-</u>	<u>3,583</u>	<u>1,596</u>	<u>9,124</u>	<u>14,303</u>
Net book value					
At 31 March 2022	<u>-</u>	<u>900</u>	<u>10,377</u>	<u>5,046</u>	<u>16,323</u>
At 31 March 2021	<u>201,410</u>	<u>1,429</u>	<u>1,600</u>	<u>7,092</u>	<u>211,531</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

16 Stock

	2022 £	2021 £
Stocks	<u>2,260</u>	<u>2,679</u>

17 Debtors

	2022 £	2021 £
Trade debtors	2,002	276
Prepayments	9,201	11,368
Accrued income	-	6,494
VAT recoverable	2,628	2,283
Other debtors	<u>3,283</u>	<u>5,864</u>
	<u>17,114</u>	<u>26,285</u>

18 Cash and cash equivalents

	2022 £	2021 £
Cash on hand	356	425
Cash at bank	<u>683,049</u>	<u>378,285</u>
	<u>683,405</u>	<u>378,710</u>

19 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	2,329	10,463
Other creditors	1,267	2,572
Accruals	3,554	3,770
Deferred income	<u>111</u>	<u>-</u>
	<u>7,261</u>	<u>16,805</u>

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

20 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2022	2021
	£	£
Other		
Within one year	30,791	63,661
Between one and five years	33,800	112,028
After five years	-	27,329
	<u>64,591</u>	<u>203,018</u>

21 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £4,158 (2021 - £7,162).

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

22 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General funds	596,320	371,802	(344,062)	83,590	707,650
Restricted funds					
Chevithorne Family Suite	1,153	-	(280)	-	873
ELF@Home	-	4,500	(4,500)	-	-
Retail van	1,600	-	(1,600)	-	-
Counsellor	2,500	460	(690)	-	2,270
Transport	220	-	(172)	-	48
Patient equipment	608	-	(608)	-	-
Accommodation	-	1,000	-	-	1,000
Total restricted funds	<u>6,081</u>	<u>5,960</u>	<u>(7,850)</u>	<u>-</u>	<u>4,191</u>
Total funds	<u>602,401</u>	<u>377,762</u>	<u>(351,912)</u>	<u>83,590</u>	<u>711,841</u>
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £	
Unrestricted funds					
<i>General</i>					
General funds	763,925	487,928	(655,533)	596,320	
Restricted					
Chevithorne Family Suite	1,153	-	-	1,153	
ELF@Home	-	8,074	(8,074)	-	
Retail van	3,200	-	(1,600)	1,600	
Counsellor	5,000	-	(2,500)	2,500	
Transport	-	220	-	220	
Patient equipment	58	550	-	608	
Accommodation	4,000	-	(4,000)	-	
Total restricted funds	<u>13,411</u>	<u>8,844</u>	<u>(16,174)</u>	<u>6,081</u>	
Total funds	<u>777,336</u>	<u>496,772</u>	<u>(671,707)</u>	<u>602,401</u>	

Exeter Leukaemia Fund CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

The specific purposes for which the funds are to be applied are as follows:

Chevithorne Family Suite – The restricted funds represent amounts received for the Chevithorne project. The project is complete and the balance carried forward is to pay for the upkeep of the suite. There has not been any spend on this project in the year.

ELF@Home – The restricted fund represent amounts received for the ELF@Home project. This has been offset against the total expenditure in the year with no balance to carry forward.

Retail Van – Income has been received to fund the purchase and related costs of the retail van. The balance is to be offset against depreciation each year.

Counselling – Grants received to cover counselling staffing costs.

Transport – Income has been received in the period to help support the transport service.

Patient equipment – A donation was made to be spent on patient equipment.

Accommodation – Donations of £1,000 received in the prior year to help fund the accommodation which was spent in the year.

23 Analysis of net assets between funds

	Unrestricted funds Designated £	Restricted funds £	Total funds at 31 March 2022 £
Tangible fixed assets	16,323	-	16,323
Current assets	698,588	4,191	702,779
Current liabilities	(7,261)	-	(7,261)
Total net assets	<u>707,650</u>	<u>4,191</u>	<u>711,841</u>
	Unrestricted funds Designated £	Restricted funds £	Total funds at 31 March 2021 £
Tangible fixed assets	209,932	1,600	211,532
Current assets	403,193	4,481	407,674
Current liabilities	(16,805)	-	(16,805)
Total net assets	<u>596,320</u>	<u>6,081</u>	<u>602,401</u>

24 Related party transactions

There were no related party transactions in the year.

Accounts

EXETER LEUKAEMIA FUND CIO
UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

EXETER LEUKAEMIA FUND CIO

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EXETER LEUKAEMIA FUND CIO

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2021

Trustees

R Lee (resigned 4 December 2020)
P Kerr (resigned 1 July 2020)
S Cooper
S Cann
P Aldridge (resigned 4 December 2020)
E Salomonsen, Chairperson
D Passey (resigned 4 September 2020)
M Joyner (resigned 4 December 2020)
C Fox (appointed 5 December 2019)
J Hawkins (appointed 5 December 2019)

Charity registered number

1154727

Principal office

The ELF Office, Haematology Centre
Royal Devon & Exeter Hospital
Barrack Road
Exeter
Devon
EX2 5DW

President

J Dalton

Patron and Vice Patrons

S Rider (Patron)
J Evans (Vice Patron)
J Pavey (Vice Patron)
D Fitzgerald (Vice Patron)

Senior Management Team

M Naylor, CEO (resigned 31 March 2021)
S Peacock, Business Manager

Independent examiner

Griffin
Chartered Accountants
Silverdown Office Park
Exeter Airport Business Park
Exeter
EX5 2UX

EXETER LEUKAEMIA FUND CIO

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
(CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Bankers

Barclays Bank PLC
3 Bedford Street
Exeter
Devon
EX1 1LX

Santander UK PLC
53 High Street
Exeter
Devon
EX4 3HE

Solicitors

Tozers Solicitors LLP
Broadwalk House
Southernhay West
Exeter
EX1 1UA

EXETER LEUKAEMIA FUND CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the financial statements of the Charity for the 1 April 2020 to 31 March 2021.

Chairman's Statement

2020/2021 has been a year like no other for the charity. At the beginning of the year, we had five shops, significant staff numbers and plans for the year which involved community fund raising activities and working with our many committed volunteers to support those patients with blood disorders. The pandemic and the first lockdown meant that our income from our retail activity and community fund raising was severely curtailed and we had to take drastic steps to ensure the survival of the charity.

This involved a reorganisation which resulted in the closure of three shops and the loss by redundancy of a number of devoted staff, including the Chief Executive.

Our finances are now on a sounder footing, although as to the future much will depend on how soon life can begin to return to normal. We are refocusing our efforts to work more closely with the staff on Yarty ward so that we can respond to any requests to provide help or facilities for patients and hope to recruit a patient support officer to assist in this work.

It is clear that our close relationship with Yarty ward is very much appreciated by the ward staff who have worked tirelessly throughout this exceptional year as well, as by the patients and we fully intend to do all that we can in the coming year to continue our support.

Objectives and activities

a. Policies and objectives

The objectives of ELF, which are outlined in the Constitution of the CIO dated 1 January 2014 are:

- To promote and protect the physical and mental health of people suffering from leukaemia and related diseases in the South West of England (and particularly those living in Devon), and their relatives and loved ones, through the provision of financial assistance, support, specialist equipment, education and practical advice, whether to those people or to hospitals, clinics and hospices in Devon and neighbouring counties.
- To advance the education of the public in all areas relating to Leukaemia and related diseases.

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

EXETER LEUKAEMIA FUND CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities (continued)

b. Strategies for achieving objectives

Vision

"ELF's vision is to be the leading patient led support organisation for families affected by blood cancers and blood disorders."

Mission Statement

"ELF's mission is to create an environment where patients and their families are supported through their leukaemia journey."

Operational Objectives

- Offer compassionate and competent care
- Provide a link between the patient and the medical team
- Provide patient led practical support
- Promote patients' and families' emotional wellbeing
- Raise awareness of available services

c. Activities undertaken to achieve objectives

Services

The services Exeter Leukaemia Fund currently offer in relation to the objectives are as follows:

- Transport of patients to and from hospital
- Counselling to help patients and families through the challenges of the illness
- Accommodation near the hospital so families can be close to their loved ones
- Befriending support for patients and families at home
- Additional specialist support staff at the RD&E
- Complementary therapies

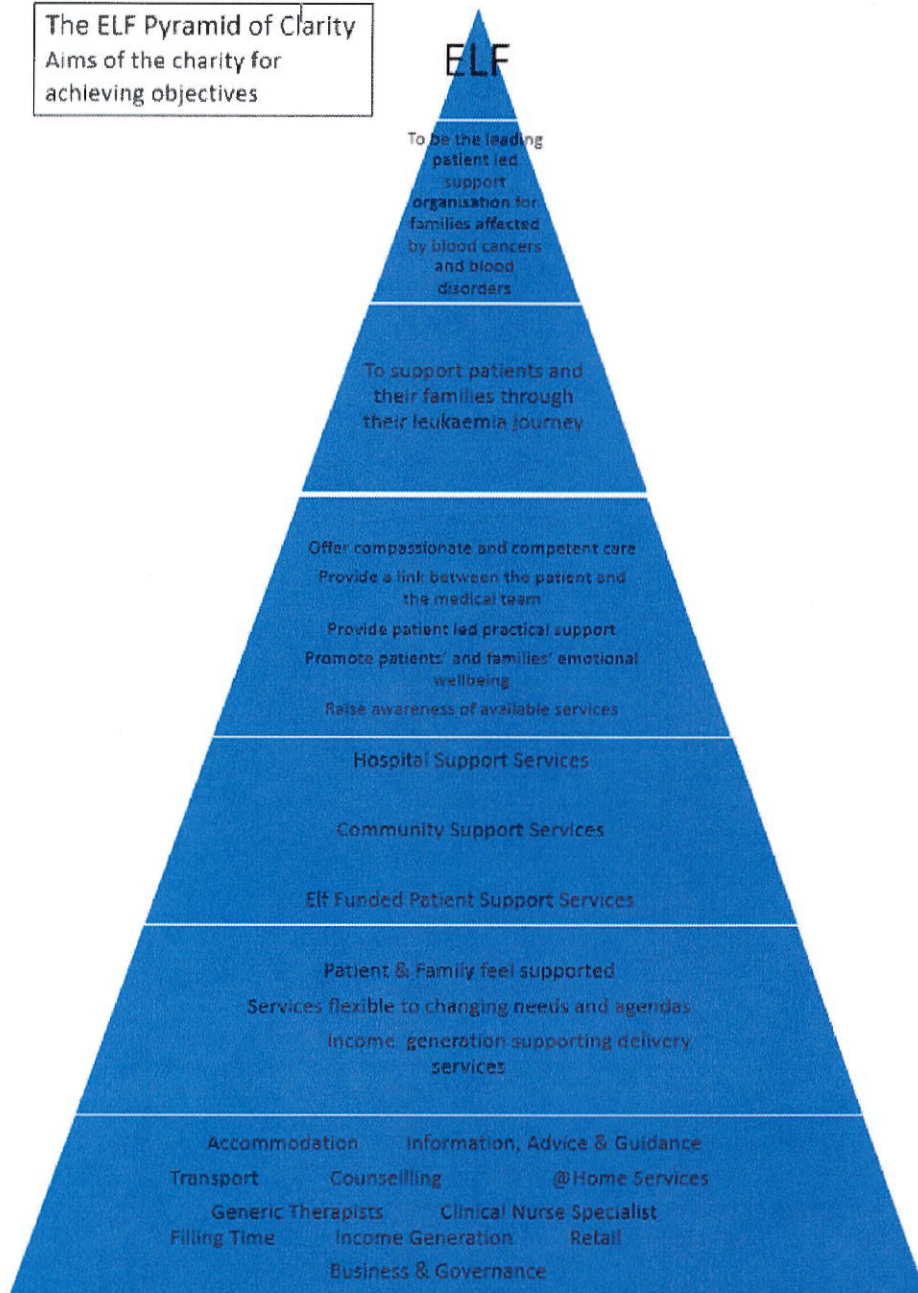
EXETER LEUKAEMIA FUND CIO

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities (continued)

d. Main activities undertaken to further the Charity's purposes for the public benefit

The ELF Pyramid of Clarity
Aims of the charity for
achieving objectives



EXETER LEUKAEMIA FUND CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities (continued)

Services that ELF provided for 2020/21

Exeter Leukaemia Fund (ELF) has had a difficult year due to the global pandemic of COVID-19. As a result, the services offered were diminished due to risk of infecting patients with already low immune systems.

Accommodation

The accommodation was under-utilised in the year due to the risk of infection to patients. During the year, the flat was marketed for sale and contracts have been exchanged in May 2021. The charity will continue to offer accommodation via alternative solutions.

Transport Service

The charity has three dedicated drivers taking patients to and from their home to attend medical appointments at the Haematology Centre. In 2020/21 the ELF transport team completed 628 passenger journeys, with a total distance of 20,186 miles.

This service is seen by external agencies and partners as ELF's Unique Selling Point (USP) service.

The service at present does not need to increase in fleet size; however, the diversifying of roles to assist other areas of the charity are proving to be successful.

Counselling Service

During the year, the provision of counselling services has been difficult to provide. The charity has tried to provide these services via electronic means. However, staffing has once again proved a challenge. The charity will continue to offer these services via outsourced counsellors for the foreseeable future.

Filing Time

The ELF kiosk, in the Haematology Centre reception, offering snacks and refreshments. Due to the pandemic, Filing Time, has remained closed throughout the period.

ELF@Home

Trains local volunteers to support patients and their families in their own homes, ideally in their local community. The volunteers offer advice, friendship, and practical help, improving the wellbeing and connecting patients with a whole range of local services. This service was impacted by the risk of infection and has operated in a much smaller capacity.

Citizens Advice Bureau Service

During the year, ELF has continued to provide links to the CAB service for patients requiring their specific help. The CAB service provides assistance in a range of matters including employment, housing, debt, benefits advice.

EXETER LEUKAEMIA FUND CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

a. Main achievements of the Charity

General donations decreased by 40%, legacy donations increased 6% on last year, trust and grant applications excluding covid related grants increased by 11%. Covid related grants totalled £150,940 in the year, compared to £40,000 in 2020.

Fundraising objectives 2021-22

Alternative digital processes in supporting funders and community fundraising need to be developed. The move to engage further with social media and celebrated giving.

Retail

As at the year-end, ELF has two shops, these are situated in Crediton, and Exminster. During the year, the shops in the RD & E, Tiverton and Axminster were closed due to the expected downturn in the retail environment. The global pandemic has created unique challenges for the entire retail sector, with this in mind the Trustees decided to close these shops in order to avoid future deficits.

Retail Objectives

- To raise funds via the sales of donated goods throughout the two retail shops.
- To work alongside the fundraising department to grow additional charity brand awareness and income.

Income decreases are due to:

The global pandemic

b. Review of activities

In 2020/21 ELF reviewed all operational activity. The intensity of implementing the review changes have been increased and modified due to the Covid-19 Pandemic.

c. Factors relevant to achieve objectives

- Covid -19 Pandemic - the financial implications and need to diversify funding streams
- Covid -19 Pandemic - the operational implications and need to adapt service delivery to adhere to social distancing etc.
- Reviewing the charity's reserves policy
- The new NHS inhouse fundraising team for the RD & E Hospital
- Brexit
- New way of working for income generation, finance and governance of remotely and blended.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies..

EXETER LEUKAEMIA FUND CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

b. Reserves policy

The trustees' long-term strategy is to seek reserves excluding property to provide financial stability and the means for the development of our principal activities. We intend to maintain our reserves at a level which would allow an orderly wind down of the charity should that ever need to be considered. We intend to use the reserves in the following manner:

- Financial sustainability of the charity
- Community and Hospital Service development

As at the year-end, ELF has total funds available of £602,401 (2020 - £777,336) and unrestricted funds of £596,320 (2020 - £763,925).

Structure, governance and management

a. Constitution

Exeter Leukaemia Fund is a registered charity, number 1154727, and is constituted under a Charity Commission Scheme.

The charity is governed by its CJO Deed, dated 1 January 2014 which was amended 19 January 2021 and under this deed is constituted as a Charitable Incorporated Organisation (CIO). The trustees meet quarterly. The CIO deed stipulates that the trustees shall comprise not more than ten, nor less than three persons.

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
- buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of that clause;
- deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

Membership of the CIO

- The members of the CIO shall be its charity trustees for the time being. The only persons eligible to be members of the CIO are its charity trustees. Membership of the CIO cannot be transferred to anyone else.
- Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

EXETER LEUKAEMIA FUND CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management (continued)

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Charity Commission Scheme. The trustees are eligible, in committee, to appoint additional trustees under the terms of the CIO constitution.

Apart from the first charity trustees, every trustee may be appointed for a maximum term of three, three-year terms by a resolution passed at properly convened meetings of the CIO trustees. In selecting individuals for appointment as trustees, the existing trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

c. Policies adopted for the induction and training of Trustees

New trustees are selected based on the skills that they must complement the existing board of trustees. They meet with existing trustees and key members of staff to ensure that they feel comfortable with the organisation and happy to become part of the team.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- a) a copy of the current version of this constitution; and
- b) a copy of the CIO's Latest Trustees' Annual Report and statement of accounts.

d. Financial risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Plans for future periods

The global pandemic has forced the charity, like many others, to review what services it provides to the public due to financial and physical constraints.

The Trustees will focus on the relationship with the RD & E, specifically the Yarty Ward and the exceptional staff that work there in order to provide help and support to the patients of Yarty Ward in the most meaningful way. This relationship is seen as paramount so that the Yarty Ward staff are supported by the charity and therefore can provide the best care for their patients and so that ELF can then provide support in addition to this care.

EXETER LEUKAEMIA FUND CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Statement of Trustees' responsibilities

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

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Charity Commission Scheme. 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,

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

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


E Salomonsen
Chair of Trustees

13/04/2021

EXETER LEUKAEMIA FUND CIO

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

Independent examiner's report to the Trustees of Exeter Leukaemia Fund CIO ('the Charity')

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

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity'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 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

EXETER LEUKAEMIA FUND CIO

INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

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

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

Signed:



Dated: 16/07/21

Misty Nickells FCA

Griffin

Chartered Accountants
Silverdown Office Park
Exeter Airport Business Park
Exeter
EX5 2UX

EXETER LEUKAEMIA FUND CIO

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	423,439	8,844	432,283	432,156
Charitable activities	4	-	-	-	46,961
Other trading activities	5	58,448	-	58,448	280,242
Investments	6	1,643	-	1,643	2,089
Other income	7	4,398	-	4,398	-
Total income		487,928	8,844	496,772	761,448
Expenditure on:					
Raising funds		364,002	1,600	365,602	371,927
Charitable activities		291,531	14,574	306,105	378,143
Total expenditure		655,533	16,174	671,707	750,070
Net movement in funds		(167,605)	(7,330)	(174,935)	11,378
Reconciliation of funds:					
Total funds brought forward		763,925	13,411	777,336	765,958
Net movement in funds		(167,605)	(7,330)	(174,935)	11,378
Total funds carried forward		596,320	6,081	602,401	777,336

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 16 to 35 form part of these financial statements.

EXETER LEUKAEMIA FUND CIO

**BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	211,532	219,316
		<u>211,532</u>	<u>219,316</u>
Current assets			
Stocks	13	2,679	4,738
Debtors	14	26,285	109,077
Cash at bank and in hand		378,710	464,441
		<u>407,674</u>	<u>578,256</u>
Creditors: amounts falling due within one year	15	(16,805)	(20,236)
Net current assets		<u>390,869</u>	<u>558,020</u>
Total assets less current liabilities		<u>602,401</u>	<u>777,336</u>
Net assets excluding pension asset		<u>602,401</u>	<u>777,336</u>
Total net assets		<u><u>602,401</u></u>	<u><u>777,336</u></u>
Charity funds			
Restricted funds	16	6,081	13,411
Unrestricted funds	16	596,320	763,925
Total funds		<u><u>602,401</u></u>	<u><u>777,336</u></u>

The financial statements were approved and authorised for issue by the Trustees on 13/07/2021 and signed on their behalf by:


E Salomonsen
Chair of Trustees

The notes on pages 16 to 35 form part of these financial statements.

EXETER LEUKAEMIA FUND CIO

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities	(82,912)	28,692
Cash flows from investing activities		
Dividends, interests and rents from investments	1,643	2,089
Purchase of tangible fixed assets	(4,612)	(2,641)
Proceeds from sale of investments	150	-
Net cash used in investing activities	(2,819)	(552)
Cash flows from financing activities		
Net cash provided by financing activities	-	-
Change in cash and cash equivalents in the year	(85,731)	28,140
Cash and cash equivalents at the beginning of the year	464,441	436,301
Cash and cash equivalents at the end of the year	378,710	464,441

The notes on pages 16 to 35 form part of these financial statements

EXETER LEUKAEMIA FUND CIO

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

1. General information

Exeter Leukaemia Fund is a Charitable Incorporated Organisation domiciled in England and Wales, registration number 1154727. The registered office is The ELF Office, Haematology Centre, Royal Devon & Exeter Hospital, Barrack Road, Exeter, Devon, EX2 5DW.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

2.2 Going concern

2020/2021 has been a year like no other for the charity. At the beginning of the year, there were five shops, significant staff numbers and plans for the year which involved community fund raising activities and working with our many committed volunteers to support those patients with blood disorders. The pandemic and the first lockdown meant that income from retail activity and community fund raising was severely curtailed. The Trustees responded to this by taking the decision to undertake a complete reorganisation, which resulted in the closure of three shops and the loss by redundancy of a number of staff, including the Chief Executive.

Given the action taken to restructure the charity in response to the pandemic, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

EXETER LEUKAEMIA FUND CIO

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

2. Accounting policies (continued)

2.3 Income

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

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

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

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

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

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

EXETER LEUKAEMIA FUND CIO

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

2. Accounting policies (continued)

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £100 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

Freehold property	- 2% straight line
Motor vehicles	- 20% straight line
Fixtures and fittings	- 15% straight line
Office equipment	- 20% straight line

2.8 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.9 Debtors

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

2.10 Cash at bank and in hand

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

EXETER LEUKAEMIA FUND CIO

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

2. Accounting policies (continued)

2.11 Liabilities and provisions

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

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

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

2.12 Financial instruments

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

2.13 Pensions

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

2.14 Fund accounting

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

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

Investment income, gains and losses are allocated to the appropriate fund.

EXETER LEUKAEMIA FUND CIO

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

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations	145,185	-	145,185
Legacies	123,914	-	123,914
Grants	3,400	8,844	12,244
Government grants	150,940	-	150,940
	<u>423,439</u>	<u>8,844</u>	<u>432,283</u>

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Donations	244,010	170	244,180
Legacies	116,626	-	116,626
Grants	3,050	28,300	31,350
Government grants	40,000	-	40,000
	<u>403,686</u>	<u>28,470</u>	<u>432,156</u>

EXETER LEUKAEMIA FUND CIO

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

4. Income from charitable activities

	Total funds 2021 £
Filling time	-

The Filling Time kiosk at the RD&E hospital was closed for the duration of the accounting period and all staff have been furloughed. Included within government grants is £11,944 of Coronavirus Job Retention Scheme income relating to furloughed Filling Time staff.

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Filling time	46,961	46,961

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £
Charity shops	54,722	54,722
Other fundraising	3,726	3,726
	<u>58,448</u>	<u>58,448</u>

The charity's shops were closed for the majority of the accounting period due to government restrictions resulting from the Covid-19 pandemic. Included within government grants is £98,574 relating to the charity shops and fundraising.

EXETER LEUKAEMIA FUND CIO

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

5. Income from other trading activities (continued)

Income from fundraising events (continued)

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Charity shops	270,395	270,395
Other fundraising	9,847	9,847
	<u>280,242</u>	<u>280,242</u>

6. Investment income

	<i>Unrestricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Listed investments	182	182
Interest received	1,461	1,461
	<u>1,643</u>	<u>1,643</u>

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Listed investments	204	204
Interest received	1,885	1,885
	<u>2,089</u>	<u>2,089</u>

EXETER LEUKAEMIA FUND CIO

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

7. Other incoming resources

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Insurance income	4,398	4,398	-
	<u>4,398</u>	<u>4,398</u>	<u>-</u>

8. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £
Community Support	136,702	141,221	277,923
Hospital Support	4,044	-	4,044
Filling time	24,138	-	24,138
	<u>164,884</u>	<u>141,221</u>	<u>306,105</u>

	<i>Activities undertaken directly 2020 £</i>	<i>Support costs 2020 £</i>	<i>Total funds 2020 £</i>
Community Support	194,727	115,014	309,741
Hospital Support	23,121	-	23,121
Filling time	45,281	-	45,281
	<u>263,129</u>	<u>115,014</u>	<u>378,143</u>

EXETER LEUKAEMIA FUND CIO

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

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Community Support 2021 £	Hospital Support 2021 £	Filling time 2021 £	Total funds 2021 £
Staff costs	95,716	-	22,040	117,756
Depreciation	4,516	-	625	5,141
NHS staff recharges	-	3,555	-	3,555
Purchases	1,630	-	30	1,660
Office costs	5,664	-	206	5,870
Travel and subsistence	896	-	-	896
IT and communications	2,538	-	619	3,157
Repairs and maintenance	108	-	-	108
Transport	19,285	-	-	19,285
Professional fees	1,006	-	108	1,114
Other	5,343	489	510	6,342
	<u>136,702</u>	<u>4,044</u>	<u>24,138</u>	<u>164,884</u>

	Community Support 2020 £	Hospital Support 2020 £	Filling time 2020 £	Total funds 2020 £
Staff costs	139,890	-	23,896	163,786
Depreciation	5,013	-	694	5,707
NHS staff recharges	-	18,729	-	18,729
Purchases	1,693	-	18,159	19,852
Office costs	7,221	127	943	8,291
Travel and subsistence	3,471	-	9	3,480
IT and communications	2,719	-	726	3,445
Repairs and maintenance	311	-	-	311
Transport	24,526	-	-	24,526
Professional fees	1,818	-	122	1,940
Other	8,065	4,265	732	13,062
	<u>194,727</u>	<u>23,121</u>	<u>45,281</u>	<u>263,129</u>

EXETER LEUKAEMIA FUND CIO

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

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Community Support 2021 £	Total funds 2021 £
Staff costs	82,915	82,915
Depreciation	1,764	1,764
Purchases	546	546
Office costs	3,866	3,866
Travel and subsistence	138	138
IT and communications	9,800	9,800
Repairs and maintenance	899	899
Transport	7,537	7,537
Professional fees	8,938	8,938
Other	3,194	3,194
(Profit)/loss on disposal of fixed assets	2,325	2,325
Governance costs	19,299	19,299
	<u>141,221</u>	<u>141,221</u>

EXETER LEUKAEMIA FUND CIO

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

8. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

	<i>Community Support 2020 £</i>	<i>Total funds 2020 £</i>
Staff costs	54,180	54,180
Depreciation	1,956	1,956
Purchases	2,747	2,747
Office costs	3,545	3,545
Travel and subsistence	992	992
IT and communications	3,799	3,799
Repairs and maintenance	161	161
Transport	2,329	2,329
Professional fees	7,150	7,150
Other	7,257	7,257
Governance costs	30,898	30,898
	<u>115,014</u>	<u>115,014</u>

EXETER LEUKAEMIA FUND CIO

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

9. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £750 (2020 - £4,000 audit fee), and a fee for the preparation of the statutory accounts of £1,000 (2020 - £1,500).

10. Staff costs

	2021 £	2020 £
Wages and salaries	405,715	449,138
Social security costs	25,070	30,290
Other pension costs	7,163	8,599
	<u>437,948</u>	<u>488,027</u>

Included within staff costs are redundancy payments totalling £27,634 (2020 - £Nil). The payments were all contractual and fully paid at 31 March 2021.

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

	2021 No.	2020 No.
Average number of employees	<u>17</u>	<u>26</u>

The average headcount expressed as full-time equivalents was:

	2021 No.	2020 No.
Fundraising team	2	2
Retail activities	5	7
Management and administration	2	2
Community support	5	5
	<u>14</u>	<u>16</u>

EXETER LEUKAEMIA FUND CIO

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

10. Staff costs (continued)

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

	2021 No.	2020 No.
In the band £60,001 - £70,000	1	-

The key management personnel of the charity comprise the Chief Executive Officer and the Business Manager. The total benefits of the key management personnel (including employer pension contributions and termination payments) for their services to the charity was £98,594 (2020 £88,168).

EXETER LEUKAEMIA FUND CIO

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

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

12. Tangible fixed assets

	Freehold property £	Equipment £	Motor vehicles £	Fixtures and fittings £	Total £
Cost or valuation					
At 1 April 2020	230,184	25,079	8,000	7,388	270,651
Additions	-	4,612	-	-	4,612
Disposals	-	(11,052)	-	(1,288)	(12,340)
At 31 March 2021	230,184	18,639	8,000	6,100	262,923
Depreciation					
At 1 April 2020	24,170	17,086	4,800	5,279	51,335
Charge for the year	4,603	3,269	1,600	448	9,920
On disposals	-	(8,808)	-	(1,056)	(9,864)
At 31 March 2021	28,773	11,547	6,400	4,671	51,391
Net book value					
At 31 March 2021	201,411	7,092	1,600	1,429	211,532
At 31 March 2020	206,014	7,993	3,200	2,109	219,316

13. Stocks

	2021 £	2020 £
Finished goods and goods for resale	2,679	4,738

EXETER LEUKAEMIA FUND CIO

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

14. Debtors

	2021 £	2020 £
Trade debtors	276	1,549
Other debtors	8,147	44,819
Prepayments and accrued income	15,766	62,709
Grants receivable	2,096	-
	<u>26,285</u>	<u>109,077</u>

15. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	10,463	8,714
Other creditors	2,572	2,465
Accruals and deferred income	3,770	9,057
	<u>16,805</u>	<u>20,236</u>

EXETER LEUKAEMIA FUND CIO

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

16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds	763,925	487,928	(655,533)	596,320
Restricted funds				
Chevithorne Family Suite	1,153	-	-	1,153
ELF@Home	-	8,074	(8,074)	-
Retail van	3,200	-	(1,600)	1,600
Counsellor	5,000	-	(2,500)	2,500
Transport	-	220	-	220
Patient equipment	58	550	-	608
Accommodation	4,000	-	(4,000)	-
	13,411	8,844	(16,174)	6,081
Total of funds	777,336	496,772	(671,707)	602,401

Chevithorne Family Suite: The restricted funds represent amounts received for the Chevithorne project. The project is complete and the balance carried forward is to pay for the upkeep of the suite. There has not been any spend on this project in the year.

ELF@Home: The restricted funds represent amounts received for the ELF@Home project. This has been offset against the total expenditure in the year with no balance to carry forward.

Retail van: Income has been received to fund the purchase and related costs of the retail van. The balance is to be offset against depreciation each year.

Counselling: Grants received to cover counselling staffing costs. £2,500 was spent in year, with another £2,500 carried forward to be spent in the next financial year.

Transport: Income has been received in the period to help support the transport service. The service has been running on reduced capacity in the year and therefore, funds have been carried forwards.

Patient equipment: A donation was made to be spent on patient equipment.

Accommodation: Donations of £4,000 received in the prior year to help fund the accommodation, which was spent in this year.

EXETER LEUKAEMIA FUND CIO

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

16. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2020 £</i>
Unrestricted funds				
General Funds	755,331	732,978	(724,384)	763,925
Restricted funds				
Chevithorne Family Suite	1,166	-	(13)	1,153
ELF@Home	4,512	14,000	(18,512)	-
Retail van	4,800	-	(1,600)	3,200
Counsellor	-	7,300	(2,300)	5,000
Transport	-	3,000	(3,000)	-
Patient equipment	149	60	(151)	58
Accommodation	-	4,110	(110)	4,000
	10,627	28,470	(25,686)	13,411
Total of funds	765,958	761,448	(750,070)	777,336

17. Summary of funds

Summary of funds - current year

	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2021 £</i>
General funds	763,925	487,928	(655,533)	596,320
Restricted funds	13,411	8,844	(16,174)	6,081
	777,336	496,772	(671,707)	602,401

EXETER LEUKAEMIA FUND CIO

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

17. Summary of funds (continued)

Summary of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2020 £</i>
General funds	755,331	732,978	(724,384)	763,925
Restricted funds	10,627	28,470	(25,686)	13,411
	<u>765,958</u>	<u>761,448</u>	<u>(750,070)</u>	<u>777,336</u>

18. Analysis of net assets between funds

Analysis of net assets between funds - current year

	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	209,932	1,600	211,532
Current assets	403,193	4,481	407,674
Creditors due within one year	(16,805)	-	(16,805)
Total	<u>596,320</u>	<u>6,081</u>	<u>602,401</u>

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	216,116	3,200	219,316
Current assets	568,045	10,211	578,256
Creditors due within one year	(20,236)	-	(20,236)
Total	<u>763,925</u>	<u>13,411</u>	<u>777,336</u>

EXETER LEUKAEMIA FUND CIO

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

19. Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net income/expenditure for the year (as per Statement of Financial Activities)	(174,935)	11,378
Adjustments for:		
Depreciation charges	9,920	11,012
Dividends, interests and rents from investments	(1,643)	(2,089)
Profit on the sale of fixed assets	2,326	-
Decrease in stocks	2,059	1,575
Decrease in debtors	82,792	9,478
Decrease in creditors	(3,431)	(2,662)
Net cash provided by/(used in) operating activities	(82,912)	28,692

20. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	378,710	464,441
Total cash and cash equivalents	378,710	464,441

21. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	464,441	(85,731)	378,710
	464,441	(85,731)	378,710

EXETER LEUKAEMIA FUND CIO

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

22. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £7,163 (2020 - £8,599). Contributions totaling £2,370 (2020 - £1,971) were payable to the fund at the balance sheet date and are included in creditors.

23. Operating lease commitments

At 31 March 2021 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	63,661	71,067
Later than 1 year and not later than 5 years	112,028	140,959
Later than 5 years	27,329	44,233
	<u>203,018</u>	<u>256,259</u>

24. Related party transactions

No related party transactions took place in the period of account.