

# BURY CANCER SUPPORT CENTRE

England & Wales · Charity number 1155924

## Details

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**Other names** BURY CANCER SUPPORT CENTRE CIO

**Status** Registered

**Legal form** CIO

**Registered** 2014-02-25

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

## Contact

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**Address** 406 Bolton Road  
Bury  
Lancashire  
BL8 2DA

**Phone** 01617646609

**Email** [enquiries@burycancersupportcentre.com](mailto:enquiries@burycancersupportcentre.com)

**Website** [www.burycancersupportcentre.co.uk](http://www.burycancersupportcentre.co.uk)

## Activities

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**Objects:** THE FOUNDATION ASSOCIATION IS ESTABLISHED TO ALLEVIATE THE PHYSICAL AND MENTAL DISTRESS OF PERSONS WITH CANCER.OF THEIR PARTNERS AND IMMEDIATE FAMILY OF PERSONS WITH CANCER AND OF PERSONS RECENTLY BEREAVED THROUGH CANCER. THE AREA OF BENEFIT OF THE ASSOCIATION SHALL BE THE METROPOLITAN BOROUGH OF BURY,ALL AREAS BORDERING ON IT AND SUCH AREAS AS THE ASSOCIATION MAY FROM TIME TO TIME DETERMINE.

**Activities:** Support to Cancer Patients and their Families. The Centre is the Multi Agency Cancer Service for Bury and local areas A range of Services : Counselling . Hypnotherapy Relaxation Classes . Nutritional Advice ,Financial and Debt advice. Benefits Advice. Health and Employment Support. Massage. Bowen Therapy. Aromatherapy . Mindfulness . Reiki. Qi Gong.

## Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- Bolton
- Bury
- Lancashire
- Manchester City
- Oldham
- Rochdale
- Salford City
- Stockport
- Wigan

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £105,812 | £185,070    | -      | -         |
| 2024-03-31 | £168,631 | £186,421    | -      | -         |
| 2023-03-31 | £126,327 | £166,296    | -      | -         |
| 2022-03-31 | £206,277 | £151,681    | -      | -         |
| 2021-03-31 | £235,027 | £167,784    | -      | -         |

## Trustees

| Name              | Role  | Appointed  |
|-------------------|-------|------------|
| MR JEFF GREEN     | Chair | 2014-01-31 |
| Dennis Taylor MBE |       | 2026-02-01 |
| Joanne Barlow     |       | 2020-01-14 |
| LYNNE MARLAND     |       | 2014-01-31 |

**BURY CANCER SUPPORT CENTRE**

England & Wales - Charity number 1155924

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# Accounts

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Charity registration number: 1155924

**BURY CANCER SUPPORT CENTRE**  
**A CHARITABLE INCORPORATED ORGANISATION**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**31 MARCH 2025**

**BURY CANCER SUPPORT CENTRE**  
**CONTENTS (CONTINUED)**

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|                                      |          |
|--------------------------------------|----------|
| Reference and Administrative Details | 1        |
| Trustees' Report                     | 2 to 8   |
| Independent Examiner's Report        | 9        |
| Statement of Financial Activities    | 10       |
| Balance Sheet                        | 11       |
| Notes to the Financial Statements    | 12 to 20 |

## **BURY CANCER SUPPORT CENTRE**

### **REFERENCE AND ADMINISTRATIVE DETAILS**

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|                                    |  |
|------------------------------------|--|
| <b>Chairman</b>                    | Mr Jeff Green - Chair  |
| <b>Trustees</b>                    | Dennis Taylor MBE - Vice Chair<br>Lynne Marland - Trustee<br>Joanne Barlow - Trustee     |
| <b>Charity Registration Number</b> | 1155924  |
| <b>Principal Office</b>            | 406 Bolton Road<br>Bury<br>Lancashire<br>BL8 2DA   |
| <b>Independent Examiner</b>        | Horsfield & Smith<br>Tower House<br>269 Walmersley Road<br>Bury<br>Lancashire<br>BL9 6NX |

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT**

#### **YEAR ENDED 31 MARCH 2025**

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

#### **Objectives and activities**

##### ***Objects and aims***

The association is established to alleviate the physical and mental distress of persons with cancer, of the partners and immediate family of persons with cancer and of persons recently bereaved with cancer.

##### ***Public benefit***

The centre supports patients and their loved ones by providing counselling, emotional support and therapy. The area of benefit is the Metropolitan Borough of Bury, all areas bordering on it and other such areas as the association may from time to time determine.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

**BURY CANCER SUPPORT CENTRE**  
**TRUSTEES' REPORT (CONTINUED)**  
**YEAR ENDED 31 MARCH 2025**

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**Achievements and performance**

Once again it is clear how committed Staff, Volunteers, Supporters and Trustees are to maintain this vital service for Cancer Patients and their Families. A big thank you to you all.

Our Treasurer Jan Pearce-Langton retired but has still been on call to support the Charity. A big thank you to her.

The role she held has now passed to Joanne Barlow (Trustee) who has taken on the role and maintained the steady flow of financial information so plans for the future can be made.

The Manager Jan Katana has led the team for another year and is doing an outstanding job.

The year has seen a number of retirements and we are grateful for their support and service to the Centre and the Patients.

As we move in to our 23rd year there are challenges ahead as with all Charities, but we should look forward to another successful year.

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT (CONTINUED)**

**YEAR ENDED 31 MARCH 2025**

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#### **Financial review**

As Treasurer of Bury Cancer Support Centre, I present the financial report for the year ending 31st March 2025. This has been a challenging year financially, yet the charity remains committed to its missions and continues to operate responsibly with the resources available.

In 2024, we continued to focus on enhancing the accessibility and quality of our services, recognising the ongoing impact of cancer diagnoses on individuals and families. Fundraising plans remained central to maintaining service provision, supported by a range of events, donations, and grant applications.

During 2024 there was a recruitment drive for volunteers and support staff to cover a number of roles in anticipation of retirees who were due to leave late 2024 following their valued, long and dedicated service to the charity.

#### **Achievements and Performance**

Despite challenging fundraising conditions, the Centre raised £105,182 (2024: £175,677). Although this represents a decrease from the previous year, we continued to deliver our core services without interruption.

#### Key income highlights:

Income from individuals who have signed a Gift Aid Declaration increased by £5,769 to £24,003. This is mainly from individual fundraisers and regular income via Standing Orders. Gift Aid represents significant additional income for the charity and raising awareness of this valuable resource needs to remain a priority. Acknowledgement and thanks are extended to our former Treasurer, Jan Pearce-Langton who introduced this practice and continues to administer claims on behalf of the charity.

Support from local businesses and groups increased by £3,227 to £16,705 (2024: £13,478).

Lottery income rose steadily as more people joined that scheme throughout the year.

#### Operationally:

The Centre maintained delivery of all core services.

Payments to support staff increased as we invested in replacing skilled personnel, supporting both consistency and service quality.

Major repairs and maintenance work (£5,707) were undertaken to improve facilities.

The Centre managed its costs prudently, although the rise in general expenses and essential overheads, such as utilities and insurance, exerted pressure on the financial position.

The net deficit for the year was £79,258 (2024: deficit of £17,790), a significant increase, highlighting the need for ongoing focus on income generation and cost control.

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT (CONTINUED)**

### **YEAR ENDED 31 MARCH 2025**

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#### **Financial Review**

The financial year ended with a deficit of £79,258 reflecting both income challenges and rising costs, particularly in staffing and maintenance. Total expenditure rose modestly to £185,298 (2024: £189,637), despite targeted cost management efforts.

The trustees remain confident in the charity's financial resilience, owing to prudent financial management and ongoing efforts to secure diverse income streams. Nonetheless, the current financial environment underscores the need for strategic fundraising and possible expansion of funding sources.

#### **Reserves Policy**

The trustees aim to maintain free reserves equivalent to three months of running costs to ensure sustainability. The trustees will review the reserves policy in the coming year in light of the financial pressures faced

#### **Plans for the Future**

Looking ahead, the charity will:

- Strengthen its fundraising activities, targeting corporate sponsorships, grant funding and other initiatives to enhance donor engagement.
- Expand awareness campaigns to reach more people affected by cancer.
- Continue investing in staff development to ensure the highest quality of support services.
- Enhance the volunteer programme to extend service capacity.
- Recruit new trustees

#### **Conclusion**

While this year presented financial hurdles, Bury Cancer Support Centre remains resilient. Our commitment to our mission is unwavering, and through careful financial stewardship alongside targeted fundraising activities, we will continue working towards a sustainable future.

Joanne Barlow  
Treasurer

## BURY CANCER SUPPORT CENTRE

### TRUSTEES' REPORT (CONTINUED)

YEAR ENDED 31 MARCH 2025

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#### Plans for future periods

##### *Aims and key objectives for future periods*

First relating back to Trustees Report 31st March 2024

- a) Maintain our continued support for Patients and their Families. Achieved.
- b) Support staff and volunteers. Achieved.
- c) Continue fundraising/bids and grants. Ongoing.
- d) Recruit volunteers. Ongoing.
- e) Recruit trustees. Ongoing.
- f) Plan 22nd year activities.

##### Aims 2024/2025

- 1) Maintain our continued support for patients and their families.
- 2) Support staff and volunteers.
- 3) Fundraising: Achieve a regular income for the Centre.
- 4) Carry on with recruiting staff, volunteers and trustees.
- 5) Plan 23rd year activities.

# BURY CANCER SUPPORT CENTRE

## TRUSTEES' REPORT (CONTINUED)

### YEAR ENDED 31 MARCH 2025

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#### **Structure, governance and management**

##### ***Nature of governing document***

The charity's governing document is a Constitution adopted on 8th December 2003, as amended on 6th July 2004 and 24th February 2009. This was replaced by a Constitution of a Charitable Incorporated Organisation on 14th February 2014.

##### ***Organisational structure***

Bury Cancer Support Centre is a registered charity governed by its Constitution. The trustees, are appointed in accordance with the Constitution and meet regularly with the Centre management team to oversee the strategic direction and governance of the charity, ensuring that its resources are properly managed and applied in accordance with its charitable objectives. Day-to-day operations are overseen by the Centre's management team and delegated to staff and volunteers, who are all critical in delivering the services that the Centre offers.

#### **Financial instruments**

##### ***Objectives and policies***

The charity was established to provide meaningful, person centered emotional, psychological, social and practical support to anyone whose life is touched by Cancer. The service is available throughout the boroughs of Greater Manchester and surrounding areas. The charity offers a range of support, delivered by a team of highly skilled and experienced staff. Services include an initial consultation by a key worker with senior nursing experience, counselling, psychological support groups, complementary therapies and wellbeing and social activities.

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

The charity is reliant on continuing cash inflows from donations to ensure there are sufficient funds available for ongoing operations and future developments.

The charity's principal financial assets are bank balances and cash. The credit risk on these liquid funds is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

## BURY CANCER SUPPORT CENTRE

### TRUSTEES' REPORT (CONTINUED)

YEAR ENDED 31 MARCH 2025

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#### 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.

The annual report was approved by the trustees of the charity on 23/9/2025 and signed on its behalf by:

  
.....  
Mr Jeff Green - Chair  
Chairman

**BURY CANCER SUPPORT CENTRE**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**BURY CANCER SUPPORT CENTRE**

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I report to the trustees on my examination of the accounts of Bury Cancer Support Centre for the year ended 31 March 2025.

**Responsibilities and basis of report**

As the charity trustees of Bury Cancer Support Centre you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

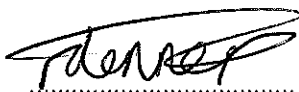
I report in respect of my examination of the Bury Cancer Support Centre's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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 Bury Cancer Support Centre 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.



.....  
Ryan Denner ACA  
ICAEW

Tower House  
269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX

Date: 23/9/25 .....

## BURY CANCER SUPPORT CENTRE

### STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) YEAR ENDED 31 MARCH 2025

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|                                    | Note | Unrestricted<br>£    | Total<br>2025<br>£   | Total<br>2024<br>£    |
|------------------------------------|------|----------------------|----------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                      |                      |                       |
| Donations and legacies             | 2    | 101,981              | 101,981              | 164,446               |
| Other trading activities           | 3    | 1,485                | 1,485                | 2,785                 |
| Investment income                  | 4    | <u>2,346</u>         | <u>2,346</u>         | <u>1,400</u>          |
| Total Income                       |      | <u>105,812</u>       | <u>105,812</u>       | <u>168,631</u>        |
| <b>Expenditure on:</b>             |      |                      |                      |                       |
| Charitable activities              | 5    | <u>(185,070)</u>     | <u>(185,070)</u>     | <u>(186,421)</u>      |
| Total Expenditure                  |      | <u>(185,070)</u>     | <u>(185,070)</u>     | <u>(186,421)</u>      |
| Net expenditure                    |      | <u>(79,258)</u>      | <u>(79,258)</u>      | <u>(17,790)</u>       |
| Net movement in funds              |      | (79,258)             | (79,258)             | (17,790)              |
| <b>Reconciliation of funds</b>     |      |                      |                      |                       |
| Total funds brought forward        |      | <u>138,019</u>       | <u>138,019</u>       | <u>155,807</u>        |
| Total funds carried forward        | 14   | <u><u>58,761</u></u> | <u><u>58,761</u></u> | <u><u>138,019</u></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 14.

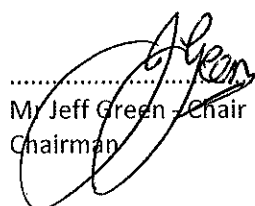
# BURY CANCER SUPPORT CENTRE

## BALANCE SHEET

31 MARCH 2025

|   | Note | 2025<br>£     | 2024<br>£      |
|---|------|---------------|----------------|
| <b>Fixed assets</b>                                   |      |               |                |
| Tangible assets                                       | 10   | 190           | 195            |
| <b>Current assets</b>                                 |      |               |                |
| Debtors   | 11   | 2,987         | 1,315          |
| Cash at bank and in hand                              | 12   | <u>55,697</u> | <u>136,617</u> |
|   |      | 58,684        | 137,932        |
| <b>Creditors: Amounts falling due within one year</b> | 13   | <u>(113)</u>  | <u>(108)</u>   |
| <b>Net current assets</b>                             |      | <u>58,571</u> | <u>137,824</u> |
| <b>Net assets</b>                                     |      | <u>58,761</u> | <u>138,019</u> |
| <b>Funds of the charity:</b>                          |      |               |                |
| <b>Restricted income funds</b>                        |      |               |                |
| Restricted funds                                      |      | -             | 5,903          |
| <b>Unrestricted income funds</b>                      |      |               |                |
| Unrestricted funds                                    |      | <u>58,761</u> | <u>132,116</u> |
| <b>Total funds</b>                                    | 14   | <u>58,761</u> | <u>138,019</u> |

The financial statements on pages 10 to 20 were approved by the trustees, and authorised for issue on 23/9/2025 and signed on their behalf by:

  
.....  
Mr Jeff Green - Chair  
Chairman

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2025**

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**1 Accounting policies**

**Statement of compliance**

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

**Basis of preparation**

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Bury Cancer Support Centre 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.

**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 and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

**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.

***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.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2025 (CONTINUED)

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#### 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.

#### 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 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 |
|---|------------------------------|
| Leasehold and Freehold Property         | 2% Straight Line             |
| Office equipment, fixtures and fittings | 10 - 25% Straight Line       |

#### 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

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.

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

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2025 (CONTINUED)

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#### **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.

#### **Financial instruments**

##### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

##### ***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2025 (CONTINUED)**

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**2 Income from donations and legacies**

|                            | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|----------------------------|---------------------------------------|--------------------------|---------------------|
| Donations and legacies;    |                                       |                          |                     |
| Donations from individuals | 88,589                                | -                        | 88,589              |
| Gift aid reclaimed         | 13,392                                | -                        | 13,392              |
| <b>Total for 2025</b>      | <u>101,981</u>                        | <u>-</u>                 | <u>101,981</u>      |
| <b>Total for 2024</b>      | <u>162,346</u>                        | <u>2,100</u>             | <u>164,446</u>      |

**3 Income from other trading activities**

|  | Unrestricted<br>funds<br>General<br>£ | Total<br>funds<br>£ |
|--|---------------------------------------|---------------------|
| Other income from other trading activities | 1,485                                 | 1,485               |
| <b>Total for 2025</b>                      | <u>1,485</u>                          | <u>1,485</u>        |
| <b>Total for 2024</b>                      | <u>2,785</u>                          | <u>2,785</u>        |

**4 Investment income**

|   | Unrestricted<br>funds<br>General<br>£ | Total<br>funds<br>£ |
|---|---------------------------------------|---------------------|
| Interest receivable and similar income; |                                       |                     |
| Interest receivable on bank deposits    | 2,346                                 | 2,346               |
| <b>Total for 2025</b>                   | <u>2,346</u>                          | <u>2,346</u>        |
| <b>Total for 2024</b>                   | <u>1,400</u>                          | <u>1,400</u>        |

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2025 (CONTINUED)

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#### 5 Expenditure on charitable activities

|                         | Note | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|-------------------------|------|---------------------------------------|--------------------------|---------------------|
| Allocated support costs |      | 183,374                               | -                        | 183,374             |
| Governance costs        |      | <u>1,696</u>                          | <u>-</u>                 | <u>1,696</u>        |
| <b>Total for 2025</b>   |      | <u>185,070</u>                        | <u>-</u>                 | <u>185,070</u>      |
| <b>Total for 2024</b>   |      | <u>185,871</u>                        | <u>550</u>               | <u>186,421</u>      |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2025 (CONTINUED)**

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**6 Analysis of governance and support costs**

**Governance costs**

|   | Unrestricted<br>funds<br>General<br>£ | Total<br>funds<br>£ |
|---|---------------------------------------|---------------------|
| Independent examiner fees               |                                       |                     |
| Examination of the financial statements | 1,536                                 | 1,536               |
| Legal fees                              | 160                                   | 160                 |
| <b>Total for 2025</b>                   | <u>1,696</u>                          | <u>1,696</u>        |
| <b>Total for 2024</b>                   | <u>4,795</u>                          | <u>4,795</u>        |

**7 Net incoming/outgoing resources**

Net outgoing resources for the year include:

|                              | 2025<br>£ | 2024<br>£ |
|------------------------------|-----------|-----------|
| Depreciation of fixed assets | -         | 5         |

**8 Independent examiner's remuneration**

|   | 2025<br>£    | 2024<br>£  |
|---|--------------|------------|
| Examination of the financial statements | <u>1,536</u> | <u>780</u> |

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2025 (CONTINUED)

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#### 9 Taxation

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

#### 10 Tangible fixed assets

|                       | Land and<br>buildings<br>£ | Furniture and<br>equipment<br>£ | Total<br>£   |
|-----------------------|----------------------------|---------------------------------|--------------|
| <b>Cost</b>           |                            |                                 |              |
| At 1 April 2024       | <u>295</u>                 | <u>2,987</u>                    | <u>3,282</u> |
| At 31 March 2025      | <u>295</u>                 | <u>2,987</u>                    | <u>3,282</u> |
| <b>Depreciation</b>   |                            |                                 |              |
| At 1 April 2024       | 100                        | 2,987                           | 3,087        |
| Charge for the year   | <u>5</u>                   | <u>-</u>                        | <u>5</u>     |
| At 31 March 2025      | <u>105</u>                 | <u>2,987</u>                    | <u>3,092</u> |
| <b>Net book value</b> |                            |                                 |              |
| At 31 March 2025      | <u>190</u>                 | <u>-</u>                        | <u>190</u>   |
| At 31 March 2024      | <u>195</u>                 | <u>-</u>                        | <u>195</u>   |

#### 11 Debtors

|             | 2025<br>£    | 2024<br>£    |
|-------------|--------------|--------------|
| Prepayments | <u>2,987</u> | <u>1,315</u> |

#### 12 Cash and cash equivalents

|              | 2025<br>£     | 2024<br>£      |
|--------------|---------------|----------------|
| Cash on hand | 522           | 1,056          |
| Cash at bank | <u>55,175</u> | <u>135,561</u> |
|              | <u>55,697</u> | <u>136,617</u> |

#### 13 Creditors: amounts falling due within one year

|                 | 2025<br>£  | 2024<br>£  |
|-----------------|------------|------------|
| Trade creditors | <u>113</u> | <u>108</u> |

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**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2025 (CONTINUED)**

14 Funds

|                           | Balance at<br>1 April<br>2024<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance at<br>31 March<br>2025<br>£ |
|---------------------------|------------------------------------|----------------------------|----------------------------|----------------|-------------------------------------|
| <b>Unrestricted funds</b> |                                    |                            |                            |                |                                     |
| <i>General</i>            |                                    |                            |                            |                |                                     |
| Unrestricted fund         | 132,116                            | 105,812                    | (185,070)                  | 5,903          | 58,761                              |
| <b>Restricted funds</b>   |                                    |                            |                            |                |                                     |
| Restricted fund           | <u>5,903</u>                       | <u>-</u>                   | <u>-</u>                   | <u>(5,903)</u> | <u>-</u>                            |
| <b>Total funds</b>        | <u>138,019</u>                     | <u>105,812</u>             | <u>(185,070)</u>           | <u>-</u>       | <u>58,761</u>                       |
|                           | Balance at 1<br>April 2023<br>£    | Incoming<br>resources<br>£ | Resources<br>expended<br>£ |                | Balance at 31<br>March 2024<br>£    |
| <b>Unrestricted funds</b> |                                    |                            |                            |                |                                     |
| <i>General</i>            |                                    |                            |                            |                |                                     |
| Unrestricted fund         | 151,456                            | 166,531                    | (185,871)                  |                | 132,116                             |
| <b>Restricted</b>         |                                    |                            |                            |                |                                     |
| Restricted fund           | <u>4,353</u>                       | <u>2,100</u>               | <u>(550)</u>               |                | <u>5,903</u>                        |
| <b>Total funds</b>        | <u>155,809</u>                     | <u>168,631</u>             | <u>(186,421)</u>           |                | <u>138,019</u>                      |

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

The restricted funds in the previous year consisted of the lottery run by Bury Cancer Support Centre.

It was agreed in the year that now the lottery is open to the public to no longer classify this as restricted, therefore the opening restricted fund balance was transferred into the general reserve.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2025 (CONTINUED)

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#### 15 Analysis of net assets between funds

|                       | Unrestricted<br>funds<br>General<br>£ | Total funds at<br>31 March<br>2025<br>£ |
|-----------------------|---------------------------------------|---|
| Tangible fixed assets | 190                                   | 190                                     |
| Current assets        | 58,684                                | 58,684                                  |
| Current liabilities   | <u>(113)</u>                          | <u>(113)</u>                            |
| Total net assets      | <u>58,761</u>                         | <u>58,761</u>                           |

|                       | Unrestricted<br>funds<br>General<br>£ | Total funds at<br>31 March<br>2024<br>£ |
|-----------------------|---------------------------------------|---|
| Tangible fixed assets | 195                                   | 195                                     |
| Current assets        | 137,932                               | 137,932                                 |
| Current liabilities   | <u>(108)</u>                          | <u>(108)</u>                            |
| Total net assets      | <u>138,019</u>                        | <u>138,019</u>                          |

**BURY CANCER SUPPORT CENTRE**

England & Wales - Charity number 1155924

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# Accounts

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**BURY CANCER SUPPORT CENTRE**  
**A CHARITABLE INCORPORATED ORGANISATION**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**31 MARCH 2024**

# **BURY CANCER SUPPORT CENTRE**

## **CONTENTS (CONTINUED)**

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|                                      |          |
|--------------------------------------|----------|
| Reference and Administrative Details | 1        |
| Trustees' Report                     | 2 to 7   |
| Independent Examiner's Report        | 8        |
| Statement of Financial Activities    | 9        |
| Balance Sheet                        | 10       |
| Notes to the Financial Statements    | 11 to 19 |

# **BURY CANCER SUPPORT CENTRE**

## **REFERENCE AND ADMINISTRATIVE DETAILS**

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|                                    |  |
|------------------------------------|--|
| <b>Chairman</b>                    | Mr Jeff Green - Chair  |
| <b>Trustees</b>                    | Dennis Taylor MBE - Vice Chair<br>Lynne Marland - Trustee<br>Joanne Barlow - Trustee     |
| <b>Charity Registration Number</b> | 1155924  |
| <b>Principal Office</b>            | 406 Bolton Road<br>Bury<br>Lancashire<br>BL8 2DA   |
| <b>Independent Examiner</b>        | Horsfield & Smith<br>Tower House<br>269 Walmersley Road<br>Bury<br>Lancashire<br>BL9 6NX |

# **BURY CANCER SUPPORT CENTRE**

## **TRUSTEES' REPORT**

### **YEAR ENDED 31 MARCH 2024**

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

#### **Objectives and activities**

##### ***Objects and aims***

The association is established to alleviate the physical and mental distress of persons with cancer, of the partners and immediate family of persons with cancer and of persons recently bereaved with cancer.

##### ***Public benefit***

The centre supports patients and their loved ones by providing counselling, emotional support and therapy. The area of benefit is the Metropolitan Borough of Bury, all areas bordering on it and other such areas as the association may from time to time determine.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT (CONTINUED)**

#### **YEAR ENDED 31 MARCH 2024**

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##### **Achievements and performance**

This year has been a special year for the Centre.

A charity that achieves 20 years, demonstrates how committed staff, volunteers, supporters and trustees have been. Well done and a big thank you to them all.

The years have not been without their trials, but through everything the Bury Cancer Support Team have made it work.

The 20th Year captured the public imagination and all the events were well supported raising money to support the excellent work carried out by the centre.

The centre is back to full operation and that has been achieved by the excellent leading of the team by Jan Katana (Manager).

The Centre has had a marked increase of patients since covid .The team are working extremely hard to ensure all patients are seen and supported.

As our Treasurer, Jan Pearce-Langton has noted the challenge of raising funds never goes away and we will be very sad to lose our Treasurer as she retires in November 2024.

Although there are still pressures on the Centre; the team will ensure our 21st year is as successful as our 20th year.

Jeff Green  
Chair of Trustees

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT (CONTINUED)**

**YEAR ENDED 31 MARCH 2024**

---

#### **Financial review**

Bury Cancer Support Centre has now moved into its 21st year and as such it is a time to reflect proudly on the Centre's achievements. The 20th anniversary year gathered financial momentum, the imagination of supporters was embraced and the Centre's profile was raised.

Under the tireless dedication and versatility of Centre Manager, Jan Katana, the team have consistently worked together alongside strong Chairmanship/Leadership.

Challenges may need to be faced in the coming year as the Centre is in a period of adjustment with both new financial systems being put in place and a change of Leadership structure, Staff & Volunteers. This includes my resignation from the role of Treasurer.

As a Team, we can be proud that the Centre's fragility has been protected. Moving forward financial aims should be realistic. It is important that all financial decisions are prioritised and are manageable. Time spent, the work involved and the resulting value to the Centre should all be considered.

Acknowledgement and thanks are extended to Nancy who professionally produced the first six months Accounts for the year. The monthly Accounts are now being input on Xero and it is hoped that this will prove to work as an efficient generic system.

I have always maintained the vital importance of regular income from background systems that are already in place. Two of which are Gift Aid and BCSC Lottery.

Gift Aid is significant income for the Centre. Raising awareness and understanding the huge potential of the financial benefit to the Centre should not be underestimated.

The Lottery is in the process of being rolled out to the public. I believe this is another source of regular funding and should be actively promoted.

The Centre is dependent on the dedication of all involved and new contacts will in turn bring fresh ideas and enable new opportunities to be explored. The key is to maintain financial reserves. This is a consequential ongoing challenge in the present economic climate.

It is important to be prepared that the financial future for the Centre could be demanding and competitive. Brave decisions may have to be made and it is imperative that finances are closely monitored. Prudent spending should always be observed, and new opportunities be grasped.

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT (CONTINUED)**

#### **YEAR ENDED 31 MARCH 2024**

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Independent fundraising, including individual Just Giving pages, should be encouraged and corporate systems, including Matched Funding initiatives, are a valuable income for the Centre. Applying for funding by a bid process and fundraising events organised by the Centre (which also raises profile) should be concentrated on but measured as to the Centre's manpower resources.

The unrivalled ethos model of the Centre, the strong work ethic of the team and the involvement of both existing/new supporters will help ensure Bury Cancer Support Centre strives to reach its goals and that the Centre's future is secured.

JAN PEARCE-LANGTON  
TREASURER

#### **Plans for future periods**

##### ***Aims and key objectives for future periods***

First relating back to the trustees report ending 31st March 2023:

- 1) Maintain our continued support for patients and families. Achieved.
- 2) Support staff and volunteers through financial crisis. Achieved.
- 3) Continue fundraising. Continue work on bids and grants. Ongoing.
- 4) Recruit further well qualified staff. Open recruitment day: 19/4/2024.
- 5) Maintain our current highly qualified staff .Although retirements have taken place the centre is actively recruiting.
- 6) Plan to re-open centre with appointments alongside drop in centre. Achieved.
- 7) Recruit further trustees. Ongoing.
- 8) Plan for 20th year. Achieved.

##### **Aims 2023/2024**

- a) Maintain our continued support for patients and families.
- b) Support staff and volunteers.
- c) To continue with fundraising/bids and grants.
- d) Continue with recruitment of qualified staff.
- e) Recruit volunteers
- f) Recruit new trustees
- g) Plan 21st year activities

**BURY CANCER SUPPORT CENTRE**  
**TRUSTEES' REPORT (CONTINUED)**  
**YEAR ENDED 31 MARCH 2024**

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**Structure, governance and management**

***Nature of governing document***

The charity's governing document is a Constitution adopted on 8th December 2003, as amended on 6th July 2004 and 24th February 2009. This was replaced by a Constitution of a Charitable Incorporated Organisation on 14th February 2014.

**Financial instruments**

***Objectives and policies***

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

The charity is reliant on continuing cash inflows from donations to ensure there are sufficient funds available for ongoing operations and future developments.

The charity's principal financial assets are bank balances and cash. The credit risk on these liquid funds is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

## BURY CANCER SUPPORT CENTRE

### TRUSTEES' REPORT (CONTINUED) YEAR ENDED 31 MARCH 2024

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#### 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.

The annual report was approved by the trustees of the charity on 15/8/2024 and signed on its behalf by:

  
.....  
Mr Jeff Green - Chair  
Chairman

**BURY CANCER SUPPORT CENTRE**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**BURY CANCER SUPPORT CENTRE**

---

I report to the trustees on my examination of the accounts of Bury Cancer Support Centre for the year ended 31 March 2024.

**Responsibilities and basis of report**

As the charity trustees of Bury Cancer Support Centre 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 Bury Cancer Support Centre'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**

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 Bury Cancer Support Centre 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.



.....  
Peter Nicol BSc FCA

Tower House  
269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX

Date: 19 August 2023

## BURY CANCER SUPPORT CENTRE

### STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) YEAR ENDED 31 MARCH 2024

|                                    | Note | Unrestricted<br>£     | Restricted<br>£     | Total<br>2024<br>£    | Total<br>2023<br>£    |
|------------------------------------|------|-----------------------|---------------------|-----------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                       |                     |                       |                       |
| Donations and legacies             | 2    | 162,346               | 2,100               | 164,446               | 123,605               |
| Other trading activities           | 3    | 2,785                 | -                   | 2,785                 | 2,720                 |
| Investment income                  | 4    | 1,400                 | -                   | 1,400                 | 2                     |
| Total Income                       |      | <u>166,531</u>        | <u>2,100</u>        | <u>168,631</u>        | <u>126,327</u>        |
| <b>Expenditure on:</b>             |      |                       |                     |                       |                       |
| Charitable activities              | 5    | <u>(185,871)</u>      | <u>(550)</u>        | <u>(186,421)</u>      | <u>(166,296)</u>      |
| Total Expenditure                  |      | <u>(185,871)</u>      | <u>(550)</u>        | <u>(186,421)</u>      | <u>(166,296)</u>      |
| Net (expenditure)/income           |      | <u>(19,340)</u>       | <u>1,550</u>        | <u>(17,790)</u>       | <u>(39,969)</u>       |
| Net movement in funds              |      | (19,340)              | 1,550               | (17,790)              | (39,969)              |
| <b>Reconciliation of funds</b>     |      |                       |                     |                       |                       |
| Total funds brought forward        |      | <u>151,456</u>        | <u>4,353</u>        | <u>155,809</u>        | <u>195,778</u>        |
| Total funds carried forward        | 14   | <u><u>132,116</u></u> | <u><u>5,903</u></u> | <u><u>138,019</u></u> | <u><u>155,809</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 14.


## BURY CANCER SUPPORT CENTRE

### BALANCE SHEET

31 MARCH 2024

|   | Note | 2024<br>£      | 2023<br>£      |
|---|------|----------------|----------------|
| <b>Fixed assets</b>                                   |      |                |                |
| Tangible assets                                       | 10   | 195            | 199            |
| <b>Current assets</b>                                 |      |                |                |
| Debtors   | 11   | 1,315          | 8,978          |
| Cash at bank and in hand                              | 12   | <u>136,617</u> | <u>146,632</u> |
|   |      | 137,932        | 155,610        |
| <b>Creditors: Amounts falling due within one year</b> | 13   | <u>(108)</u>   | <u>-</u>       |
| <b>Net current assets</b>                             |      | <u>137,824</u> | <u>155,610</u> |
| <b>Net assets</b>                                     |      | <u>138,019</u> | <u>155,809</u> |
| <b>Funds of the charity:</b>                          |      |                |                |
| <b>Restricted income funds</b>                        |      |                |                |
| Restricted funds                                      |      | 5,903          | 4,353          |
| <b>Unrestricted income funds</b>                      |      |                |                |
| Unrestricted funds                                    |      | <u>132,116</u> | <u>151,456</u> |
| <b>Total funds</b>                                    | 14   | <u>138,019</u> | <u>155,809</u> |

The financial statements on pages 9 to 19 were approved by the trustees, and authorised for issue on 15/3/2024 and signed on their behalf by:

  
.....  
Mr Jeff Green - Chair  
Chairman

# **BURY CANCER SUPPORT CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2024**

---

### **1 Accounting policies**

#### **Statement of compliance**

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### **Basis of preparation**

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Bury Cancer Support Centre 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.

#### **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 and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

#### **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.

#### ***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.

# BURY CANCER SUPPORT CENTRE

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2024 (CONTINUED)

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### 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.

### 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 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 |
|---|------------------------------|
| Leasehold and Freehold Property         | 2% Straight Line             |
| Office equipment, fixtures and fittings | 10 - 25% Straight Line       |

### 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

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.

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

## **BURY CANCER SUPPORT CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2024 (CONTINUED)**

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#### **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.

#### **Financial instruments**

##### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

##### ***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2024 (CONTINUED)

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#### 2 Income from donations and legacies

|  | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|--|---------------------------------------|--------------------------|---------------------|
| Donations and legacies;                                  |                                       |                          |                     |
| Donations from companies, trusts and similar<br>proceeds | -                                     | 2,100                    | 2,100               |
| Donations from individuals                               | 151,308                               | -                        | 151,308             |
| Gift aid reclaimed                                       | 11,038                                | -                        | 11,038              |
| <b>Total for 2024</b>                                    | <u>162,346</u>                        | <u>2,100</u>             | <u>164,446</u>      |
| <b>Total for 2023</b>                                    | <u>121,541</u>                        | <u>2,064</u>             | <u>123,605</u>      |

#### 3 Income from other trading activities

|  | Unrestricted<br>funds<br>General<br>£ | Total<br>funds<br>£ |
|--|---------------------------------------|---------------------|
| Other income from other trading activities | <u>2,785</u>                          | <u>2,785</u>        |
| <b>Total for 2024</b>                      | <u>2,785</u>                          | <u>2,785</u>        |
| <b>Total for 2023</b>                      | <u>2,720</u>                          | <u>2,720</u>        |

#### 4 Investment income

|   | Unrestricted<br>funds<br>General<br>£ | Total<br>funds<br>£ |
|---|---------------------------------------|---------------------|
| Interest receivable and similar income; |                                       |                     |
| Interest receivable on bank deposits    | <u>1,400</u>                          | <u>1,400</u>        |
| <b>Total for 2024</b>                   | <u>1,400</u>                          | <u>1,400</u>        |
| <b>Total for 2023</b>                   | <u>2</u>                              | <u>2</u>            |

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2024 (CONTINUED)

---

#### 5 Expenditure on charitable activities

|                         | Note | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|-------------------------|------|---------------------------------------|--------------------------|---------------------|
| Allocated support costs |      | 181,076                               | 550                      | 181,626             |
| Governance costs        |      | 4,795                                 | -                        | 4,795               |
| <b>Total for 2024</b>   |      | <u>185,871</u>                        | <u>550</u>               | <u>186,421</u>      |
| <b>Total for 2023</b>   |      | <u>165,646</u>                        | <u>650</u>               | <u>166,296</u>      |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2024 (CONTINUED)**

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**6 Analysis of governance and support costs**

**Governance costs**

|   | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total<br/>funds<br/>£</b> |
|---|---|------------------------------|
| Independent examiner fees               |   |                              |
| Examination of the financial statements | 780   | 780                          |
| Legal fees                              | 15  | 15                           |
| Other governance costs                  | 4,000   | 4,000                        |
| <b>Total for 2024</b>                   | <u>4,795</u>                                    | <u>4,795</u>                 |
| <b>Total for 2023</b>                   | <u>5,199</u>                                    | <u>5,199</u>                 |

**7 Net incoming/outgoing resources**

Net outgoing resources for the year include:

|                              | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|------------------------------|-------------------|-------------------|
| Depreciation of fixed assets | <u>5</u>          | <u>5</u>          |

**8 Independent examiner's remuneration**

|   | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|---|-------------------|-------------------|
| Examination of the financial statements | <u>780</u>        | <u>750</u>        |

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2024 (CONTINUED)

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#### 9 Taxation

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

#### 10 Tangible fixed assets

|                       | Land and<br>buildings<br>£ | Furniture and<br>equipment<br>£ | Total<br>£ |
|-----------------------|----------------------------|---------------------------------|------------|
| <b>Cost</b>           |                            |                                 |            |
| At 1 April 2023       | 295                        | 2,987                           | 3,282      |
| At 31 March 2024      | 295                        | 2,987                           | 3,282      |
| <b>Depreciation</b>   |                            |                                 |            |
| At 1 April 2023       | 95                         | 2,987                           | 3,082      |
| Charge for the year   | 5                          | -                               | 5          |
| At 31 March 2024      | 100                        | 2,987                           | 3,087      |
| <b>Net book value</b> |                            |                                 |            |
| At 31 March 2024      | 195                        | -                               | 195        |
| At 31 March 2023      | 200                        | -                               | 200        |

#### 11 Debtors

|             | 2024<br>£ | 2023<br>£ |
|-------------|-----------|-----------|
| Prepayments | 1,315     | 8,978     |

#### 12 Cash and cash equivalents

|              | 2024<br>£ | 2023<br>£ |
|--------------|-----------|-----------|
| Cash on hand | 1,056     | 1,014     |
| Cash at bank | 135,561   | 145,618   |
|              | 136,617   | 146,632   |

#### 13 Creditors: amounts falling due within one year

|                 | 2024<br>£ |
|-----------------|-----------|
| Trade creditors | 108       |

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2024 (CONTINUED)

---

#### 14 Funds

|                           | Balance at 1<br>April 2023<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at 31<br>March 2024<br>£ |
|---------------------------|---------------------------------|----------------------------|----------------------------|----------------------------------|
| <b>Unrestricted funds</b> |                                 |                            |                            |                                  |
| <i>General</i>            |                                 |                            |                            |                                  |
| Unrestricted fund         | 151,456                         | 166,531                    | (185,871)                  | 132,116                          |
| <b>Restricted funds</b>   |                                 |                            |                            |                                  |
| Restricted fund           | <u>4,353</u>                    | <u>2,100</u>               | <u>(550)</u>               | <u>5,903</u>                     |
| <b>Total funds</b>        | <u>155,809</u>                  | <u>168,631</u>             | <u>(186,421)</u>           | <u>138,019</u>                   |
|                           | Balance at 1<br>April 2022<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at 31<br>March 2023<br>£ |
| <b>Unrestricted funds</b> |                                 |                            |                            |                                  |
| <i>General</i>            |                                 |                            |                            |                                  |
| Unrestricted fund         | 192,839                         | 124,263                    | (165,646)                  | 151,456                          |
| <b>Restricted</b>         |                                 |                            |                            |                                  |
| Restricted fund           | <u>2,939</u>                    | <u>2,064</u>               | <u>(650)</u>               | <u>4,353</u>                     |
| <b>Total funds</b>        | <u>195,778</u>                  | <u>126,327</u>             | <u>(166,296)</u>           | <u>155,809</u>                   |

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

The restricted funds in the year consisted of the lottery run by Bury Cancer Support Centre.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2024 (CONTINUED)

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#### 15 Analysis of net assets between funds

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total funds at<br/>31 March<br/>2024<br/>£</b> |
|-----------------------|---|---|
| Tangible fixed assets | 195   | 195   |
| Current assets        | 137,932   | 137,932   |
| Current liabilities   | (108)   | (108)   |
| Total net assets      | <u>138,019</u>                                  | <u>138,019</u>                                    |

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total funds at<br/>31 March<br/>2023<br/>£</b> |
|-----------------------|---|---|
| Tangible fixed assets | 199   | 199   |
| Current assets        | <u>155,610</u>                                  | <u>155,610</u>                                    |
| Total net assets      | <u>155,809</u>                                  | <u>155,809</u>                                    |

**BURY CANCER SUPPORT CENTRE**

England & Wales - Charity number 1155924

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# Accounts

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Charity registration number: 1155924

**BURY CANCER SUPPORT CENTRE**  
**A CHARITABLE INCORPORATED ORGANISATION**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**31 MARCH 2023**

# **BURY CANCER SUPPORT CENTRE**

## **CONTENTS**

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|                                      |          |
|--------------------------------------|----------|
| Reference and Administrative Details | 1        |
| Trustees' Report                     | 2 to 7   |
| Independent Examiner's Report        | 8        |
| Statement of Financial Activities    | 9        |
| Balance Sheet                        | 10       |
| Notes to the Financial Statements    | 11 to 18 |

# **BURY CANCER SUPPORT CENTRE**

## **REFERENCE AND ADMINISTRATIVE DETAILS**

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|                                    |  |
|------------------------------------|--|
| <b>Trustees</b>                    | Jeff Green - Chair<br>Dennis Taylor MBE - Vice Chair<br>Lynne Marland - Trustee<br>Joanne Barlow - Trustee<br>Keith Barker - Trustee (Resigned 02/03/2023) |
| <b>Charity Registration Number</b> | 1155924  |
| <b>Principal Office</b>            | 406 Bolton Road<br>Bury<br>Lancashire<br>BL8 2DA   |
| <b>Independent Examiner</b>        | Horsfield & Smith<br>Tower House<br>269 Walmersley Road<br>Bury<br>Lancashire<br>BL9 6NX   |

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT**

### **YEAR ENDED 31 MARCH 2023**

---

The trustees the annual report together with the financial statements of the Charitable Incorporated Organisation (the "association") for the year ended 31 March 2023.

#### **Objectives and activities**

##### ***Objects and aims***

The association is established to alleviate the physical and mental distress of persons with cancer, of the partners and immediate family of persons with cancer and of persons recently bereaved with cancer.

##### ***Public benefit***

The centre supports patients and their loved ones by providing counselling, emotional support and therapy. The area of benefit is the Metropolitan Borough of Bury, all areas bordering on it and other such areas as the association may from time to time determine.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT**

**YEAR ENDED 31 MARCH 2023**

---

#### **Achievements and performance**

As in last years report we had anticipated moving back to a drop in Centre for Cancer Support.

Due to on-going infection rates and the fact our Patients have a low immunity to infection we remained with our Covid Protocols in place; testing both staff and patients. We were able to carry out our vital work on an appointment based system.

The Staff and Volunteers have done a magnificent job to keep the service running led by Jan Katana our Manager.

The Trustees have continued with their good work although Keith Barker resigned in February 2023. We wish him well for the future.

As in all Organisations the search for new staff and new trustees is on-going but is proving difficult.

In March 2023 there was glimmer of hope that we would move back to opening fully as a drop in centre. This will hopefully be the case later in 2023.

As our Treasurer states in her report we are in a positive Financial Position and look forward to next year with continued support from Staff ,Volunteers ,Trustees ,Fundraisers and Businesses.

Jeff Green  
Chair of Trustees.

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT**

**YEAR ENDED 31 MARCH 2023**

---

#### **Financial review**

Bury Cancer Support Centre's positive financial position has been sustained, throughout the year, despite the many challenges an independent charity, with no mainstream funding, is up against. This is because of strong Chairmanship/Leadership and the consistent support of all involved. The Centre is managed by Jan Katana, whose tireless dedication and versatility has professionally led the team.

As a Team, there is plenty to feel proud about, but the Centre's fragility should be protected. Financial aims should be realistic and prioritised to ensure they are manageable, in terms of time spent, the work involved and the resulting value for the Centre.

The 20th Anniversary year is proving to be momentous on many levels, including raising the Centre's profile. Opportunities have been embraced and four months into the year, fundraising is already treble the £20k target.

Focusing on fundraising from independent supporters is essential income and promoting systems which are already in place, such as Standing Orders, Online Fundraisers (including Just Giving/Facebook), Matched Funding programmes and Easy Fundraising bringing in vital funding.

Gift Aid continues to be a significant source of income for the Centre. I am however mindful that raising awareness of eligibility, to ensure the Centre receives what it is entitled to, is needed to maximise its huge potential.

Rolling out the staff lottery to the public, the new minimum donation initiative and the recent opening of two new interest-bearing Bank Accounts will hopefully prove to be a sustainable boost for the Centre's finances.

I would like to sincerely thank Nancy for her dedication and for professionally producing the Centre's monthly financial accounts.

Moving forward into the Centre's 21st year may present challenges. The 20th celebrations have captured imagination bringing an interest and support which could be difficult to maintain. The Centre's survival is dependent on involvement from new trustees, staff, volunteers, businesses and supporters. This, in turn, will bring new contacts and fresh ideas.

I believe the key is to protect the Centre's financial reserves, ensure prudent spending is always observed and explore new opportunities. The future as a self-funding charity will be demanding and competitive, especially with the rising cost of living, but by working together as a focused team, I am confident that Bury Cancer Support Centre will strive and achieve its goals.

**JAN PEARCE-LANGTON  
TREASURER  
BURY CANCER SUPPORT CENTRE**

# **BURY CANCER SUPPORT CENTRE**

## **TRUSTEES' REPORT**

**YEAR ENDED 31 MARCH 2023**

---

### **Plans for future periods**

#### ***Aims and key objectives for future periods***

First relating back to the Trustees report ending 31st March 2022. Updates are as follows:

- 1) Maintain our continued support for Patients and their Families. Achieved
- 2) Support Staff and Volunteers through financial crisis due to covid. Achieved
- 3) Continue Fundraising and continue work on bids. Ongoing
- 4) Recruit further well Qualified Staff. Ongoing
- 5) Maintain our Current High Standard of High Qualified Staff. Achieved
- 6) Plan to reopen Centre to Patients and Families. Not yet achieved. See Chairs Report.
- 7) Look at Recruitment at Trustee and Staff level. Ongoing
- 8) Planning for 20th Year. Ongoing and Events in Calendar

#### **Aims for 2023/2024**

- 1) Maintain Support for Patients and Families
- 2) Maintain Support for Staff and Volunteers
- 3) Continue Effective Fundraising
- 4) Recruit Further Well Qualified Staff
- 5) Maintain and Support our Existing Highly Qualified Staff
- 6) Plan to reopen Centre as A Drop in Centre
- 7) Recruit New Trustees

# **BURY CANCER SUPPORT CENTRE**

## **TRUSTEES' REPORT**

**YEAR ENDED 31 MARCH 2023**

---

### **Structure, governance and management**

#### ***Nature of governing document***

The charity's governing document is a Constitution adopted on 8th December 2003, as amended on 6th July 2004 and 24th February 2009. This was replaced by a Constitution of a Charitable Incorporated Organisation on 14th February 2014.

#### **Financial instruments**

#### ***Objectives and policies***

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

The charity is reliant on continuing cash inflows from donations to ensure there are sufficient funds available for ongoing operations and future developments.

The charity's principal financial assets are bank balances and cash. The credit risk on these liquid funds is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

# BURY CANCER SUPPORT CENTRE

## TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2023

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### 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.

The annual report was approved by the trustees of the charity on 9/10/23 and signed on its behalf by:

  
.....  
Jeff Green - Chair

## BURY CANCER SUPPORT CENTRE

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURY CANCER SUPPORT CENTRE

---

I report to the trustees on my examination of the accounts of Bury Cancer Support Centre for the year ended 31 March 2023.

#### Responsibilities and basis of report

As the charity trustees of Bury Cancer Support Centre 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 Bury Cancer Support Centre'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

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 Bury Cancer Support Centre 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.



Jonathan Staples B.Sc FCA

Tower House  
269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX

Date: 9/10/2023

## BURY CANCER SUPPORT CENTRE

### STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) YEAR ENDED 31 MARCH 2023

|                                    | Note | Unrestricted<br>£ | Restricted<br>£ | Total<br>2023<br>£ | Total<br>2022<br>£ |
|------------------------------------|------|-------------------|-----------------|--------------------|--------------------|
| <b>Income and Endowments from:</b> |      |                   |                 |                    |                    |
| Donations and legacies             | 2    | 121,541           | 2,064           | 123,605            | 199,967            |
| Other trading activities           | 3    | 2,720             | -               | 2,720              | 6,310              |
| Investment income                  |      | 2                 | -               | 2                  | -                  |
| <b>Total Income</b>                |      | <b>124,263</b>    | <b>2,064</b>    | <b>126,327</b>     | <b>206,277</b>     |
| <b>Expenditure on:</b>             |      |                   |                 |                    |                    |
| Charitable activities              | 4    | (165,646)         | (650)           | (166,296)          | (151,681)          |
| <b>Total Expenditure</b>           |      | <b>(165,646)</b>  | <b>(650)</b>    | <b>(166,296)</b>   | <b>(151,681)</b>   |
| <b>Net (expenditure)/income</b>    |      | <b>(41,383)</b>   | <b>1,414</b>    | <b>(39,969)</b>    | <b>54,596</b>      |
| <b>Net movement in funds</b>       |      | <b>(41,383)</b>   | <b>1,414</b>    | <b>(39,969)</b>    | <b>54,596</b>      |
| <b>Reconciliation of funds</b>     |      |                   |                 |                    |                    |
| Total funds brought forward        |      | 192,839           | 2,939           | 195,778            | 141,182            |
| Total funds carried forward        | 12   | 151,456           | 4,353           | 155,809            | 195,778            |

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

The funds breakdown for 2022 is shown in note 12.


# BURY CANCER SUPPORT CENTRE

## BALANCE SHEET

31 MARCH 2023

|                                  | Note | 2023<br>£      | 2022<br>£      |
|----------------------------------|------|----------------|----------------|
| <b>Fixed assets</b>              |      |                |                |
| Tangible assets                  | 9    | 199            | 204            |
| <b>Current assets</b>            |      |                |                |
| Debtors                          | 10   | 8,978          | 17,571         |
| Cash at bank and in hand         | 11   | <u>146,632</u> | <u>178,003</u> |
|                                  |      | <u>155,610</u> | <u>195,574</u> |
| <b>Net assets</b>                |      | <u>155,809</u> | <u>195,778</u> |
| <b>Funds of the charity:</b>     |      |                |                |
| <b>Restricted income funds</b>   |      |                |                |
| Restricted funds                 |      | 4,353          | 2,939          |
| <b>Unrestricted income funds</b> |      |                |                |
| Unrestricted funds               |      | <u>151,456</u> | <u>192,839</u> |
| <b>Total funds</b>               | 12   | <u>155,809</u> | <u>195,778</u> |

The financial statements on pages 9 to 18 were approved by the trustees, and authorised for issue on 9/10/23 and signed on their behalf by:

  
.....  
Jeff Green - Chair

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

---

**1 Accounting policies**

**Statement of compliance**

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

**Basis of preparation**

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Bury Cancer Support Centre 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.

**Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

**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 and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

**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.

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

---

***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.

**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 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:

| <b>Asset class</b>                      | <b>Depreciation method and rate</b> |
|---|-------------------------------------|
| Leasehold and Freehold Property         | 2% Straight Line                    |
| Office equipment, fixtures and fittings | 10 - 25% Straight Line              |

**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.

## **BURY CANCER SUPPORT CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023**

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#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees's 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.

#### **Financial instruments**

##### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

##### ***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

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**2 Income from donations and legacies**

|  | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>funds<br/>£</b> |
|--|---|-----------------------------------|------------------------------|
| Donations and legacies;                                  |   |                                   |                              |
| Donations from companies, trusts and similar<br>proceeds | -   | 2,064                             | 2,064                        |
| Donations from individuals                               | 112,837   | -                                 | 112,837                      |
| Gift aid reclaimed                                       | 8,704   | -                                 | 8,704                        |
| <b>Total for 2023</b>                                    | <b>121,541</b>                                  | <b>2,064</b>                      | <b>123,605</b>               |
| <b>Total for 2022</b>                                    | <b>198,031</b>                                  | <b>1,936</b>                      | <b>199,967</b>               |

**3 Income from other trading activities**

|  | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total<br/>funds<br/>£</b> |
|--|---|------------------------------|
| Other income from other trading activities | 2,720   | 2,720                        |
| <b>Total for 2023</b>                      | <b>2,720</b>                                    | <b>2,720</b>                 |
| <b>Total for 2022</b>                      | <b>6,310</b>                                    | <b>6,310</b>                 |

**4 Expenditure on charitable activities**

|                         | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>funds<br/>£</b> |
|-------------------------|---|-----------------------------------|------------------------------|
|                         | <b>Note</b>                                     |                                   |                              |
| Allocated support costs | 160,447   | 650                               | 161,097                      |
| Governance costs        | 5,199   | -                                 | 5,199                        |
| <b>Total for 2023</b>   | <b>165,646</b>                                  | <b>650</b>                        | <b>166,296</b>               |
| <b>Total for 2022</b>   | <b>151,131</b>                                  | <b>550</b>                        | <b>151,681</b>               |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

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**5 Analysis of governance and support costs**

**Governance costs**

|   | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total<br/>funds<br/>£</b> |
|---|---|------------------------------|
| Independent examiner fees               |   |                              |
| Examination of the financial statements | 750   | 750                          |
| Legal fees                              | 449   | 449                          |
| Other governance costs                  | 4,000   | 4,000                        |
| <b>Total for 2023</b>                   | <b>5,199</b>                                    | <b>5,199</b>                 |
| <b>Total for 2022</b>                   | <b>4,750</b>                                    | <b>4,750</b>                 |

**6 Net incoming/outgoing resources**

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

**2023  
£**

**7 Independent examiner's remuneration**

|   | <b>2023<br/>£</b> | <b>2022<br/>£</b> |
|---|-------------------|-------------------|
| Examination of the financial statements | 750               | 750               |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

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**8 Taxation**

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

**9 Tangible fixed assets**

|                       | Land and<br>buildings<br>£ | Furniture and<br>equipment<br>£ | Total<br>£ |
|-----------------------|----------------------------|---------------------------------|------------|
| <b>Cost</b>           |                            |                                 |            |
| At 1 April 2022       | 295                        | 2,987                           | 3,282      |
| At 31 March 2023      | 295                        | 2,987                           | 3,282      |
| <b>Depreciation</b>   |                            |                                 |            |
| At 1 April 2022       | 91                         | 2,987                           | 3,078      |
| Charge for the year   | 5                          | -                               | 5          |
| At 31 March 2023      | 96                         | 2,987                           | 3,083      |
| <b>Net book value</b> |                            |                                 |            |
| At 31 March 2023      | 199                        | -                               | 199        |
| At 31 March 2022      | 204                        | -                               | 204        |

**10 Debtors**

|             | 2023<br>£ | 2022<br>£ |
|-------------|-----------|-----------|
| Prepayments | 8,978     | 17,571    |

**11 Cash and cash equivalents**

|              | 2023<br>£ | 2022<br>£ |
|--------------|-----------|-----------|
| Cash on hand | 1,014     | 154       |
| Cash at bank | 145,618   | 177,849   |
|              | 146,632   | 178,003   |

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2023

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#### 12 Funds

|                           | Balance at 1<br>April 2022<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at 31<br>March 2023<br>£ |
|---------------------------|---------------------------------|----------------------------|----------------------------|----------------------------------|
| <b>Unrestricted funds</b> |                                 |                            |                            |                                  |
| <i>General</i>            |                                 |                            |                            |                                  |
| Unrestricted fund         | 192,839                         | 124,263                    | (165,646)                  | 151,456                          |
| <b>Restricted funds</b>   |                                 |                            |                            |                                  |
| Restricted fund           | <u>2,939</u>                    | <u>2,064</u>               | <u>(650)</u>               | <u>4,353</u>                     |
| <b>Total funds</b>        | <u>195,778</u>                  | <u>126,327</u>             | <u>(166,296)</u>           | <u>155,809</u>                   |
|                           | Balance at 1<br>April 2021<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at 31<br>March 2022<br>£ |
| <b>Unrestricted funds</b> |                                 |                            |                            |                                  |
| <i>General</i>            |                                 |                            |                            |                                  |
| Unrestricted fund         | 136,624                         | 198,031                    | (144,816)                  | 189,839                          |
| <b>Restricted</b>         |                                 |                            |                            |                                  |
| Restricted fund           | <u>1,553</u>                    | <u>1,936</u>               | <u>(550)</u>               | <u>2,939</u>                     |
| <b>Total funds</b>        | <u>138,177</u>                  | <u>199,967</u>             | <u>(145,366)</u>           | <u>192,778</u>                   |

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

The restricted funds in the year consisted of the lottery run by Bury Cancer Support Centre.

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

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**13 Analysis of net assets between funds**

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total funds at<br/>31 March<br/>2023<br/>£</b> |
|-----------------------|---|---|
| Tangible fixed assets | 199   | 199   |
| Current assets        | <u>155,610</u>                                  | <u>155,610</u>                                    |
| Total net assets      | <u>155,809</u>                                  | <u>155,809</u>                                    |
|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total funds at<br/>31 March<br/>2022<br/>£</b> |
| Tangible fixed assets | 204   | 204   |
| Current assets        | <u>195,574</u>                                  | <u>195,574</u>                                    |
| Total net assets      | <u>195,778</u>                                  | <u>195,778</u>                                    |

**BURY CANCER SUPPORT CENTRE**

England & Wales - Charity number 1155924

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# Accounts

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Charity registration number: 1155924

**BURY CANCER SUPPORT CENTRE**  
**A CHARITABLE INCORPORATED ORGANISATION**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**31 MARCH 2022**

# BURY CANCER SUPPORT CENTRE

## CONTENTS

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|                                      |          |
|--------------------------------------|----------|
| Reference and Administrative Details | 1        |
| Trustees' Report                     | 2 to 7   |
| Independent Examiner's Report        | 8        |
| Statement of Financial Activities    | 9        |
| Balance Sheet                        | 10       |
| Notes to the Financial Statements    | 11 to 18 |

## **BURY CANCER SUPPORT CENTRE**

### **REFERENCE AND ADMINISTRATIVE DETAILS**

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|                                    |  |
|------------------------------------|--|
| <b>Trustees</b>                    | Jeff Green - Chair<br>Dennis Taylor MBE - Vice Chair<br>Lynne Marland - Trustee<br>Joanne Barlow - Trustee<br>Keith Barker - Trustee |
| <b>Charity Registration Number</b> | 1155924  |
| <b>Principal Office</b>            | 406 Bolton Road<br>Bury<br>Lancashire<br>BL8 2DA   |
| <b>Independent Examiner</b>        | Horsfield & Smith<br>Tower House<br>269 Walmersley Road<br>Bury<br>Lancashire<br>BL9 6NX   |

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT**

#### **YEAR ENDED 31 MARCH 2022**

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The trustees the annual report together with the financial statements of the Charitable Incorporated Organisation (the "association") for the year ended 31 March 2022.

#### **Objectives and activities**

##### ***Objects and aims***

The association is established to alleviate the physical and mental distress of persons with cancer, of the partners and immediate family of persons with cancer and of persons recently bereaved with cancer.

##### ***Public benefit***

The centre supports patients and their loved ones by providing counselling, emotional support and therapy. The area of benefit is the Metropolitan Borough of Bury, all areas bordering on it and other such areas as the association may from time to time determine.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022**

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#### **Achievements and performance**

In last years report we were hopeful of reopening the Centre as the covid pandemic receded. Unfortunately this did not happen as the ongoing situation meant we carried out the charities functions in a different way.

It is important to recognise that our Patients that are going through the journey of cancer are more at risk from the virus and its effects.

So whilst the country moved on we had to remain with strict covid protocols.

The staff led by manager Jan Katana has responded once again to the challenge. The staff volunteers and trustees have been a credit to the Centre in these difficult times.

On average the staff have responded with Support by appointment; phone and zoom over 300 times per month. No one who contacts the Centre is left unsupported.

To allow us to continue in this way the manager with the treasurers support has identified sources of income. This year in the treasurers report Jan Pearce-Langton has acknowledged the Centres positive financial position. The support we have received from individuals, groups and business has been outstanding. Fundraising events have continued and raised vital funds. We thank all who have supported the Centre.

This time I can look forward to a full re-opening of the Centre. Probably late summer with appointments running alongside a drop in attendance at the Centre.

The challenges have not gone away but as we head toward our 20th Year in 2023, I feel confident the Centre is in a good position for the future.

Jeff Green  
Chair of Trustees.

# BURY CANCER SUPPORT CENTRE

## TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2022

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### Financial review

There is a lot to be proud of in acknowledging the Centre's positive financial position. The challenges coming out of Covid have been relentless and demanding. Strong, consistent leadership and chairship, alongside the continued involvement from supporters, have put the Centre, as an independent self funding charity, in an unrivalled financial position.

The team, tirelessly steered by the Centre's multi skilled, dedicated and versatile manager, Jan Katana, have remained focused, been willing to adapt and grasped new opportunities. It is testament to all involved that the Centre's fragility has been protected.

After the challenges of covid, a period of worldwide recovery and recalibration may be required. Any objectives, including financial, should therefore be tailored to the Centre and its needs.

I believe the key is to protect the financial position and keep hold of what is in reserve in order to build on it for the future. However, I feel it is prudent to be realistic and understand the present position is circumstantial because, although not by accident, the Centre has fared well through Covid. It is important to be mindful that any aims are manageable and not counter productive.

Fundraising will be challenging and its demands on the Centre and already covid fatigued individuals should not be under estimated. The sad loss of Theresa Buckley, who over the years raised £1000's for the Centre, will leave a huge hole both emotionally and financially. It should therefore be a considered decision that any financial projects are prioritised and the time, work and energy required is balanced against the resulting value and benefit to the Centre.

Outside support by individual/group fundraising should be encouraged. Ongoing corporate support and building up relationships, both current and new, should be developed. This in turn will also bring in new contacts.

The significant background income from systems already in place, which also raise awareness, include Online/Facebook Fundraisers, Easy Fundraising, Amazon Smile, Staff Lottery (to be rolled out to the public) and regular standing order donations should be actively promoted.

The Centre has benefited through covid from Barclays Matched Funding but this covid Scheme is finishing soon and is income that cannot be relied upon. Gift Aid continues to be a vital income for the Centre and it is important to raise awareness to maximise its huge potential.

The future will be demanding and competitive. It is essential to be aware that the Centre's uniqueness means precarious decisions may have to be made and a healthy financial position can quickly change. Prudent spending and never allowing ourselves to relax from exploring new opportunities are key objectives.

I would like to personally thank Nancy for her dedication and valued work, including professionally producing the monthly accounts.

## BURY CANCER SUPPORT CENTRE

### TRUSTEES' REPORT YEAR ENDED 31 MARCH 2022

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Next year the Centre will have been founded 20 years ago by Lynne Marland. This is a significant milestone and a credit to all involved as to how the Centre has evolved and what it has achieved from humble beginnings. It is an occasion to be proud of and recognise. Planning meetings on how to celebrate this wonderful occasion and thank everyone involved are being arranged. This is also a timely opportunity to raise both funds and the Centre's profile.

There are financial challenges ahead, including the annual running costs and already high energy prices are set to significantly rise, but I believe that by staying focused and working together as a dedicated team, alongside caution, the Centre will strive to reach its goals, performances and achievements.

JAN PEARCE-LANGTON TREASURER  
BURY CANCER SUPPORT CENTRE

#### **Plans for future periods**

##### ***Aims and key objectives for future periods***

First relating back to the Trustees report ending 31st March 2021. Updates are as follows:

- a) Maintain our continued support for patients and their families . Achieved
- b) Continue fundraising. Continue work on bids and grants. Achieved and ongoing
- c) Support staff and volunteers through ongoing pandemic. Achieved
- d) Maintain our current high standard of high qualified staff. 2 staff members left for new employment. We wish them well. Recruitment Started.
- e) Plan to reopen Centre to patients and families. Appointment based support achieved.
- f) Look at recruitment at trustee and staff level. In planning. Delayed by covid
- g) Continue work on income streams. Ongoing.

#### **Aims for 2022/2023**

- 1) Maintain our continued support for patients and families.
- 2) Support our staff and volunteers through the financial crisis.
- 3) Continue fundraising. Continue work on bids and grants.
- 4) Recruit further well qualified staff
- 5) Maintain our current highly qualified standard of staff
- 6) Plan to re-open Centre with appointments alongside drop-in Centre.
- 7) Recruit further trustees that has been on hold for some time.
- 8) Plan for 20th year of the Centre

## BURY CANCER SUPPORT CENTRE

### TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2022

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#### **Structure, governance and management**

##### ***Nature of governing document***

The charity's governing document is a Constitution adopted on 8th December 2003, as amended on 6th July 2004 and 24th February 2009. This was replaced by a Constitution of a Charitable Incorporated Organisation on 14th February 2014.

##### **Financial instruments**

##### ***Objectives and policies***

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

The charity is reliant on continuing cash inflows from donations to ensure there are sufficient funds available for ongoing operations and future developments.

The charity's principal financial assets are bank balances and cash. The credit risk on these liquid funds is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

## BURY CANCER SUPPORT CENTRE

### TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2022

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#### 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.

The annual report was approved by the trustees of the charity on ...8/8/2022... and signed on its behalf by:

.....  
Jeff Green - Chair

  
8/8/2022

## BURY CANCER SUPPORT CENTRE

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURY CANCER SUPPORT CENTRE

---

I report to the trustees on my examination of the accounts of Bury Cancer Support Centre for the year ended 31 March 2022.

#### Responsibilities and basis of report

As the charity trustees of Bury Cancer Support Centre 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 Bury Cancer Support Centre'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

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 Bury Cancer Support Centre 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.



Jonathan Staples B.Sc FCA

Tower House  
269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX

Date: 16/8/22

## BURY CANCER SUPPORT CENTRE

### STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) YEAR ENDED 31 MARCH 2022

|                                    | Note | Unrestricted<br>£ | Restricted<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|------------------------------------|------|-------------------|-----------------|--------------------|--------------------|
| <b>Income and Endowments from:</b> |      |                   |                 |                    |                    |
| Donations and legacies             | 2    | 198,031           | 1,936           | 199,967            | 235,027            |
| Other trading activities           | 3    | 6,310             | -               | 6,310              | -                  |
| Total Income                       |      | <u>204,341</u>    | <u>1,936</u>    | <u>206,277</u>     | <u>235,027</u>     |
| <b>Expenditure on:</b>             |      |                   |                 |                    |                    |
| Charitable activities              | 4    | <u>(151,131)</u>  | <u>(550)</u>    | <u>(151,681)</u>   | <u>(167,784)</u>   |
| Total Expenditure                  |      | <u>(151,131)</u>  | <u>(550)</u>    | <u>(151,681)</u>   | <u>(167,784)</u>   |
| Net income                         |      | <u>53,210</u>     | <u>1,386</u>    | <u>54,596</u>      | <u>67,243</u>      |
| Net movement in funds              |      | 53,210            | 1,386           | 54,596             | 67,243             |
| <b>Reconciliation of funds</b>     |      |                   |                 |                    |                    |
| Total funds brought forward        |      | <u>139,629</u>    | <u>1,553</u>    | <u>141,182</u>     | <u>73,939</u>      |
| Total funds carried forward        | 13   | <u>192,839</u>    | <u>2,939</u>    | <u>195,778</u>     | <u>141,182</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 13.

# BURY CANCER SUPPORT CENTRE

## BALANCE SHEET 31 MARCH 2022

|   | Note | 2022<br>£      | 2021<br>£      |
|---|------|----------------|----------------|
| <b>Fixed assets</b>                                   |      |                |                |
| Tangible assets                                       | 9    | 204            | 209            |
| <b>Current assets</b>                                 |      |                |                |
| Debtors   | 10   | 17,571         | 16,755         |
| Cash at bank and in hand                              | 11   | <u>178,003</u> | <u>125,009</u> |
|   |      | 195,574        | 141,764        |
| <b>Creditors: Amounts falling due within one year</b> | 12   | <u>-</u>       | <u>(791)</u>   |
| <b>Net current assets</b>                             |      | <u>195,574</u> | <u>140,973</u> |
| <b>Net assets</b>                                     |      | <u>195,778</u> | <u>141,182</u> |
| <b>Funds of the charity:</b>                          |      |                |                |
| <b>Restricted income funds</b>                        |      |                |                |
| Restricted funds                                      |      | 2,939          | 1,553          |
| <b>Unrestricted income funds</b>                      |      |                |                |
| Unrestricted funds                                    |      | <u>192,839</u> | <u>139,629</u> |
| <b>Total funds</b>                                    | 13   | <u>195,778</u> | <u>141,182</u> |

The financial statements on pages 9 to 18 were approved by the trustees, and authorised for issue on 8/6/2022 and signed on their behalf by:

  
.....  
Jeff Green - Chair

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

---

**1 Accounting policies**

**Statement of compliance**

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

**Basis of preparation**

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Bury Cancer Support Centre 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.

**Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

**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 and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

**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.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

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#### **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.

#### **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 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:

| <b>Asset class</b>                      | <b>Depreciation method and rate</b> |
|---|-------------------------------------|
| Leasehold and Freehold Property         | 2% Straight Line                    |
| Office equipment, fixtures and fittings | 10 - 25% Straight Line              |

#### **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.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

---

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees's 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.

#### **Financial instruments**

##### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

##### ***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

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**2 Income from donations and legacies**

|  | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|--|---------------------------------------|--------------------------|---------------------|
| Donations and legacies;                                  |                                       |                          |                     |
| Donations from companies, trusts and similar<br>proceeds | -                                     | 1,936                    | 1,936               |
| Donations from individuals                               | 186,243                               | -                        | 186,243             |
| Gift aid reclaimed                                       | 11,788                                | -                        | 11,788              |
| <b>Total for 2022</b>                                    | <u>198,031</u>                        | <u>1,936</u>             | <u>199,967</u>      |
| <b>Total for 2021</b>                                    | <u>225,152</u>                        | <u>9,875</u>             | <u>235,027</u>      |

**3 Income from other trading activities**

|  | Unrestricted<br>funds<br>General<br>£ | Total<br>funds<br>£ |
|--|---------------------------------------|---------------------|
| Other income from other trading activities | <u>6,310</u>                          | <u>6,310</u>        |
| <b>Total for 2022</b>                      | <u>6,310</u>                          | <u>6,310</u>        |

**4 Expenditure on charitable activities**

|                         | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|-------------------------|---------------------------------------|--------------------------|---------------------|
| Note                    |                                       |                          |                     |
| Allocated support costs | 146,381                               | 550                      | 146,931             |
| Governance costs        | 4,750                                 | -                        | 4,750               |
| <b>Total for 2022</b>   | <u>151,131</u>                        | <u>550</u>               | <u>151,681</u>      |
| <b>Total for 2021</b>   | <u>158,183</u>                        | <u>9,601</u>             | <u>167,784</u>      |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

---

**5 Analysis of governance and support costs**

**Governance costs**

|   | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total<br/>funds<br/>£</b> |
|---|---|------------------------------|
| Independent examiner fees               |   |                              |
| Examination of the financial statements | 750   | 750                          |
| Other governance costs                  | <u>4,000</u>                                    | <u>4,000</u>                 |
| <b>Total for 2022</b>                   | <u><u>4,750</u></u>                             | <u><u>4,750</u></u>          |
| <b>Total for 2021</b>                   | <u><u>5,327</u></u>                             | <u><u>5,327</u></u>          |

**6 Net incoming/outgoing resources**

Net incoming resources for the year include:

|                              | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|------------------------------|-------------------|-------------------|
| Depreciation of fixed assets | <u>-</u>          | <u>5</u>          |

**7 Independent examiner's remuneration**

|   | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|---|-------------------|-------------------|
| Examination of the financial statements | <u>750</u>        | <u>720</u>        |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

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**8 Taxation**

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

**9 Tangible fixed assets**

|                       | Land and<br>buildings<br>£ | Furniture and<br>equipment<br>£ | Total<br>£ |
|-----------------------|----------------------------|---------------------------------|------------|
| <b>Cost</b>           |                            |                                 |            |
| At 1 April 2021       | 295                        | 2,987                           | 3,282      |
| At 31 March 2022      | 295                        | 2,987                           | 3,282      |
| <b>Depreciation</b>   |                            |                                 |            |
| At 1 April 2021       | 86                         | 2,987                           | 3,073      |
| Charge for the year   | 5                          | -                               | 5          |
| At 31 March 2022      | 91                         | 2,987                           | 3,078      |
| <b>Net book value</b> |                            |                                 |            |
| At 31 March 2022      | 204                        | -                               | 204        |
| At 31 March 2021      | 209                        | -                               | 209        |

**10 Debtors**

|             | 2022<br>£ | 2021<br>£ |
|-------------|-----------|-----------|
| Prepayments | 17,571    | 16,755    |

**11 Cash and cash equivalents**

|              | 2022<br>£ | 2021<br>£ |
|--------------|-----------|-----------|
| Cash on hand | 154       | 54        |
| Cash at bank | 177,849   | 124,955   |
|              | 178,003   | 125,009   |

**12 Creditors: amounts falling due within one year**

|          | 2022<br>£ | 2021<br>£ |
|----------|-----------|-----------|
| Accruals | -         | 791       |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

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**13 Funds**

|                           | <b>Balance at 1<br/>April 2021<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Balance at 31<br/>March 2022<br/>£</b> |
|---------------------------|--|-------------------------------------|-------------------------------------|---|
| <b>Unrestricted funds</b> |  |                                     |                                     |   |
| <i>General</i>            |  |                                     |                                     |   |
| Unrestricted fund         | 139,629                                  | 198,031                             | (144,816)                           | 192,844                                   |
| <b>Restricted funds</b>   |  |                                     |                                     |   |
| Restricted fund           | <u>1,553</u>                             | <u>1,936</u>                        | <u>(550)</u>                        | <u>2,939</u>                              |
| <b>Total funds</b>        | <u>141,182</u>                           | <u>199,967</u>                      | <u>(145,366)</u>                    | <u>195,783</u>                            |
|                           | <b>Balance at 1<br/>April 2020<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Balance at 31<br/>March 2021<br/>£</b> |
| <b>Unrestricted funds</b> |  |                                     |                                     |   |
| <i>General</i>            |  |                                     |                                     |   |
| Unrestricted fund         | 72,660                                   | 225,152                             | (158,183)                           | 139,629                                   |
| <b>Restricted</b>         |  |                                     |                                     |   |
| Restricted fund           | <u>1,279</u>                             | <u>9,875</u>                        | <u>(9,601)</u>                      | <u>1,553</u>                              |
| <b>Total funds</b>        | <u>73,939</u>                            | <u>235,027</u>                      | <u>(167,784)</u>                    | <u>141,182</u>                            |

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

The restricted funds in the year consisted of a National Lottery Grant for family support services.

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

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**14 Analysis of net assets between funds**

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total funds at<br/>31 March<br/>2022<br/>£</b> |
|-----------------------|---|---|
| Tangible fixed assets | 204   | 204   |
| Current assets        | <u>195,574</u>                                  | <u>195,574</u>                                    |
| Total net assets      | <u>195,778</u>                                  | <u>195,778</u>                                    |
|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total funds at<br/>31 March<br/>2021<br/>£</b> |
| Tangible fixed assets | 209   | 209   |
| Current assets        | 141,764   | 141,764   |
| Current liabilities   | <u>(791)</u>                                    | <u>(791)</u>                                      |
| Total net assets      | <u>141,182</u>                                  | <u>141,182</u>                                    |

**BURY CANCER SUPPORT CENTRE**

England & Wales - Charity number 1155924

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# Accounts

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Charity registration number: 1155924

**BURY CANCER SUPPORT CENTRE**  
**A CHARITABLE INCORPORATED ORGANISATION**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**31 MARCH 2021**

# BURY CANCER SUPPORT CENTRE

## CONTENTS

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|                                      |          |
|--------------------------------------|----------|
| Reference and Administrative Details | 1        |
| Trustees' Report                     | 2 to 7   |
| Independent Examiner's Report        | 8        |
| Statement of Financial Activities    | 9        |
| Balance Sheet                        | 10       |
| Notes to the Financial Statements    | 11 to 20 |

## **BURY CANCER SUPPORT CENTRE**

### **REFERENCE AND ADMINISTRATIVE DETAILS**

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|                                    |  |
|------------------------------------|--|
| <b>Trustees</b>                    | Jeff Green - Chair<br>Lynne Marland - Trustee<br>Dennis Taylor MBE - Vice Chair<br>Joanne Barlow - Trustee (From 14/01/2020)<br>Keith Barker - Trustee (From 14/01/2020) |
| <b>Principal Office</b>            | 406 Bolton Road<br>Bury<br>Lancashire<br>BL8 2DA   |
| <b>Charity Registration Number</b> | 1155924  |
| <b>Independent Examiner</b>        | Horsfield & Smith<br>Tower House<br>269 Walmersley Road<br>Bury<br>Lancashire<br>BL9 6NX   |

## **BURY CANCER SUPPORT CENTRE**

### **TRUSTEES' REPORT**

### **YEAR ENDED 31 MARCH 2021**

---

The trustees the annual report together with the financial statements of the Charitable Incorporated Organisation (the "association") for the year ended 31 March 2021.

#### **Objectives and activities**

##### ***Objects and aims***

The association is established to alleviate the physical and mental distress of persons with cancer, of the partners and immediate family of persons with cancer and of persons recently bereaved with cancer.

##### ***Public benefit***

The centre supports patients and their loved ones by providing counselling, emotional support and therapy. The area of benefit is the Metropolitan Borough of Bury, all areas bordering on it and other such areas as the association may from time to time determine.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

# **BURY CANCER SUPPORT CENTRE**

## **TRUSTEES' REPORT**

**YEAR ENDED 31 MARCH 2021**

---

### **Achievements and performance**

Last year's report ended with the Centre building closing and the team preparing to continue the Centres vital work under covid restrictions and raise money so that work could continue.

On both fronts we have been successful.

This has not come easily as all charities were in the same position. The majority of our staff and volunteers were in the high-risk category due to their age as identified by government guidelines and therefore had to isolate.

Our working model therefore had to adapted. The centre manager Jan Katana and a small team adapted quickly to the changing circumstances of covid.

In the early months phone and zoom became essential to our support structure for patients, families, staff and volunteers.

Also, in the early months we found the financial support from businesses, organisations and individuals overwhelming. This support has continued throughout the year.

Fundraising continued through organised events such as a 24 hour Dancethon on zoom. We also had successful bids with the manager and treasurer Jan Pearce-Langton taking lead on them.

Whilst the financial side was achieving results, we were having referrals to the Centre from McMillan, NHS and self-referrals. This increased the workloads to our small team of staff.

Besides phone support, the staff via zoom have carried out:

Talk and support: social mornings: counselling: hypnotherapy and relaxation classes. On Thursday evenings we delivered meals to our supper club patients which was a great source of social contact for us and the patients. All carried out under government guidelines.

This work will continue for the foreseeable future although we are hopeful that we will be able to open the building in the coming months.

Staff, volunteers, and trustees have all done a good job under difficult circumstances and we are in good position to continue our work in the future although in a different way.

# BURY CANCER SUPPORT CENTRE

## TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2021

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### Financial review

The Centre's financial situation is showing a healthier position than at the end of the 2020 financial year. However, in my opinion this is unprecedented and due to the circumstances of Covid-19 having a positive impact on the financial position.

This present position has been achieved by successful bids, substantial one-off donations, Barclays Covid-19 employee matched funding scheme and imaginative fundraising has been enthusiastically supported.

It should be noted that this position has not happened by accident. Fore-planning, being one step ahead, strong, brave leadership and our brilliant fundraising team, tirelessly led by Jan Katana, the Centre's multi skilled, dedicated manager, have all been factors. The challenges of covid-19 have been grasped and new opportunities have been quickly seized. Everyone who has worked so very hard together often taking on and adapting to role changes, along with all our generous supporters, have a lot to feel proud of.

However, it should be acknowledged that the present circumstantial position cannot be expected to be repeated or relied upon long term. As such, the current positive position, and the reasons, should be recognised as that, in order to understand how the Centre moves forward and how to protect it's future.

As a self-funding charity relying on charitable giving and fundraising, it is vital to be aware of the Centre's fragility and how quickly the position can change. We can never afford to relax, and prudent spending must always be a priority. In order for the Centre to safely reopen ongoing expenses still remain and will increase in order to adapt to the changes Covid-19 has brought and to provide a safe environment. A significant in memory of legacy is expected and this will be a most welcome buffer as the Centre faces ongoing challenges in the coming year.

The cost to run the Centre is in the region of £17K per month and my recommendation of always having 4 months in reserve is at present being exceeded. Every penny received/spent is meticulously recorded and accounted for and I am in awe of, as a Team, how we meet demands.

I would like to extend a heartfelt "Thank You" to Nancy for her valued support, who works with dedication and professionalism.

## BURY CANCER SUPPORT CENTRE

### TRUSTEES' REPORT

#### YEAR ENDED 31 MARCH 2021

---

The coming year will be challenging. It is likely that accessing funding bids will be competitive, supporters may be experiencing financial difficulties and the staff that have been working relentlessly throughout Covid-19 may need to recalibrate. Due to the Centre's doors being closed to visitors, the daily donations are down and as such the Gift Aid, which is an essential income for the Centre, has been affected. The "Friends Scheme" and Facebook/online fundraisers have secured a regular income and it is hoped that the new Centre Lottery will do the same. All of these fundraising initiatives should be actively promoted, and it is crucial that any opportunities to generate income are explored, are creative and are maximised, especially as it appears inevitable that we learn to adapt to a predominantly electronic, cashless society.

There is so much to acknowledge of how the Centre as a dedicated Team works to achieve its goals and achievements. By continuing to work together, alongside caution and prudence, I believe the current financial position can be protected in the coming year.

JAN PEARCE-LANGTON TREASURER  
BURY CANCER SUPPORT CENTRE

#### Plans for future periods

##### *Aims and key objectives for future periods*

First relating back to the Trustees Report ending 31st March 2020. Updates are as follows:

- a) Maintain support for our patients and their families. Achieved
- b) Look into payment holidays, covid grants and fundraising. Ongoing.
- c) Re-open Centre. Not yet in position to do this.
- d) Explore current and additional revenue sources. Ongoing.
- e) Ensure we maintain our highly qualified staff. Support given and achieved.
- f) Maintain our current high standard of support and care. Achieved.
- g) Recruit 1 further Trustee. On hold due to covid.

##### Aims for 2021/2022

- 1) Maintain our continued support for patients and their families.
- 2) Continue fundraising. Continue work on bids and grants.
- 3) Support our staff and volunteers through the ongoing pandemic
- 4) Maintain our current high standard of highly qualified staff.
- 5) To plan the reopening of the Centre to patients and their families. This will be different from our past open model and will lead to an appointment-based model.
- 6) Look at recruitment at trustee and staff level.
- 7) Continue work on income streams.

# BURY CANCER SUPPORT CENTRE

## TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2021

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### Structure, governance and management

#### *Nature of governing document*

The charity's governing document is a Constitution adopted on 8th December 2003, as amended on 6th July 2004 and 24th February 2009. This was replaced by a Constitution of a Charitable Incorporated Organisation on 14th February 2014.

### Financial instruments

#### *Objectives and policies*

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

The charity is reliant on continuing cash inflows from donations to ensure there are sufficient funds available for ongoing operations and future developments.

The charity's principal financial assets are bank balances and cash. The credit risk on these liquid funds is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

# BURY CANCER SUPPORT CENTRE

## TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2021

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### Statement of Trustees' Responsibilities

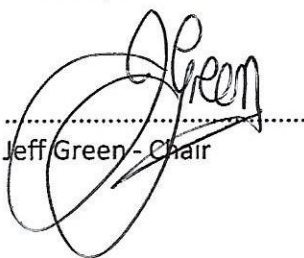
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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.

The annual report was approved by the trustees of the charity on .....<sup>7/4/2021</sup>..... and signed on its behalf by:

  
.....  
Jeff Green - Chair

## BURY CANCER SUPPORT CENTRE

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURY CANCER SUPPORT CENTRE

---

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 9 to 20.

#### **Respective responsibilities of trustees and examiner**

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

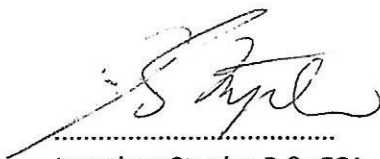
I report in respect of my examination of the Bury Cancer Support Centre's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

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 Bury Cancer Support Centre 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.



Jonathan Staples B.Sc FCA

Tower House  
269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX

Date:.....7/7/2021.....

## BURY CANCER SUPPORT CENTRE

### STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2021

|                                    | Note | Unrestricted<br>£     | Restricted<br>£     | Total<br>2021<br>£    | Total<br>2020<br>£   |
|------------------------------------|------|-----------------------|---------------------|-----------------------|----------------------|
| <b>Income and Endowments from:</b> |      |                       |                     |                       |                      |
| Donations and legacies             | 2    | 225,152               | 9,875               | 235,027               | 172,280              |
| Other trading activities           | 3    | -                     | -                   | -                     | 7,553                |
| Total Income                       |      | <u>225,152</u>        | <u>9,875</u>        | <u>235,027</u>        | <u>179,833</u>       |
| <b>Expenditure on:</b>             |      |                       |                     |                       |                      |
| Charitable activities              | 4    | <u>(158,183)</u>      | <u>(9,601)</u>      | <u>(167,784)</u>      | <u>(214,929)</u>     |
| Total Expenditure                  |      | <u>(158,183)</u>      | <u>(9,601)</u>      | <u>(167,784)</u>      | <u>(214,929)</u>     |
| Net income/(expenditure)           |      | <u>66,969</u>         | <u>274</u>          | <u>67,243</u>         | <u>(35,096)</u>      |
| Net movement in funds              |      | 66,969                | 274                 | 67,243                | (35,096)             |
| <b>Reconciliation of funds</b>     |      |                       |                     |                       |                      |
| Total funds brought forward        |      | <u>72,660</u>         | <u>1,279</u>        | <u>73,939</u>         | <u>109,035</u>       |
| Total funds carried forward        | 13   | <u><u>139,629</u></u> | <u><u>1,553</u></u> | <u><u>141,182</u></u> | <u><u>73,939</u></u> |

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

The funds breakdown for 2020 is shown in note 13.

# BURY CANCER SUPPORT CENTRE

## BALANCE SHEET

31 MARCH 2021

|   | Note | 2021<br>£      | 2020<br>£     |
|---|------|----------------|---------------|
| <b>Fixed assets</b>                                   |      |                |               |
| Tangible assets                                       | 9    | 209            | 214           |
| <b>Current assets</b>                                 |      |                |               |
| Debtors   | 10   | 16,755         | 20,223        |
| Cash at bank and in hand                              | 11   | <u>125,009</u> | <u>53,999</u> |
|   |      | 141,764        | 74,222        |
| <b>Creditors: Amounts falling due within one year</b> | 12   | <u>(791)</u>   | <u>(497)</u>  |
| <b>Net current assets</b>                             |      | <u>140,973</u> | <u>73,725</u> |
| <b>Net assets</b>                                     |      | <u>141,182</u> | <u>73,939</u> |
| <b>Funds of the charity:</b>                          |      |                |               |
| <b>Restricted income funds</b>                        |      |                |               |
| Restricted funds                                      |      | 1,553          | 1,279         |
| <b>Unrestricted income funds</b>                      |      |                |               |
| Unrestricted funds                                    |      | <u>139,629</u> | <u>72,660</u> |
| <b>Total funds</b>                                    | 13   | <u>141,182</u> | <u>73,939</u> |

The financial statements on pages 9 to 20 were approved by the trustees, and authorised for issue on 7/7/2021 and signed on their behalf by:

  
.....  
Jeff Green - Chair

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

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**1 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) (effective 1 January 2015) - (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**

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Bury Cancer Support Centre 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.

**Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

**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 and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

## **BURY CANCER SUPPORT CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021**

---

#### **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.

#### ***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.

#### **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.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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#### Tangible fixed assets

Individual fixed assets 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:

| <b>Asset class</b>                      | <b>Depreciation method and rate</b> |
|---|-------------------------------------|
| Leasehold and Freehold Property         | 2% Straight Line                    |
| Office equipment, fixtures and fittings | 10 - 25% Straight Line              |

#### 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.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees's 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.

#### **Financial instruments**

##### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

##### ***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

**2 Income from donations and legacies**

|  | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|--|---------------------------------------|--------------------------|---------------------|
| Donations and legacies;                                  |                                       |                          |                     |
| Donations from companies, trusts and similar<br>proceeds | -                                     | 9,875                    | 9,875               |
| Donations from individuals                               | 211,940                               | -                        | 211,940             |
| Gift aid reclaimed                                       | 13,212                                | -                        | 13,212              |
| <b>Total for 2021</b>                                    | <u>225,152</u>                        | <u>9,875</u>             | <u>235,027</u>      |
| <b>Total for 2020</b>                                    | <u>172,280</u>                        | <u>-</u>                 | <u>172,280</u>      |

**3 Income from other trading activities**

|                       | Unrestricted<br>funds<br>General<br>£ | Total<br>funds<br>£ |
|-----------------------|---------------------------------------|---------------------|
| <b>Total for 2021</b> | <u>-</u>                              | <u>-</u>            |
| <b>Total for 2020</b> | <u>7,553</u>                          | <u>7,553</u>        |

**4 Expenditure on charitable activities**

|                         | Note | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|-------------------------|------|---------------------------------------|--------------------------|---------------------|
| Allocated support costs |      | 152,856                               | 9,601                    | 162,457             |
| Governance costs        |      | 5,327                                 | -                        | 5,327               |
| <b>Total for 2021</b>   |      | <u>158,183</u>                        | <u>9,601</u>             | <u>167,784</u>      |
| <b>Total for 2020</b>   |      | <u>207,704</u>                        | <u>7,225</u>             | <u>214,929</u>      |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

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**5 Analysis of governance and support costs**

**Governance costs**

|   | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total<br/>funds<br/>£</b> |
|---|---|------------------------------|
| Independent examiner fees               |   |                              |
| Examination of the financial statements | 720   | 720                          |
| Legal fees                              | 607   | 607                          |
| Other governance costs                  | 4,000   | 4,000                        |
| <b>Total for 2021</b>                   | <u>5,327</u>                                    | <u>5,327</u>                 |
| <b>Total for 2020</b>                   | <u>4,690</u>                                    | <u>4,690</u>                 |

**6 Net incoming/outgoing resources**

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

|                              | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|------------------------------|-------------------|-------------------|
| Depreciation of fixed assets | <u>5</u>          | <u>45</u>         |

**7 Independent examiner's remuneration**

|   | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|---|-------------------|-------------------|
| Examination of the financial statements | <u>720</u>        | <u>690</u>        |

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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#### 8 Taxation

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

#### 9 Tangible fixed assets

|                       | Land and<br>buildings<br>£ | Furniture and<br>equipment<br>£ | Total<br>£ |
|-----------------------|----------------------------|---------------------------------|------------|
| <b>Cost</b>           |                            |                                 |            |
| At 1 April 2020       | 295                        | 2,987                           | 3,282      |
| At 31 March 2021      | 295                        | 2,987                           | 3,282      |
| <b>Depreciation</b>   |                            |                                 |            |
| At 1 April 2020       | 81                         | 2,987                           | 3,068      |
| Charge for the year   | 5                          | -                               | 5          |
| At 31 March 2021      | 86                         | 2,987                           | 3,073      |
| <b>Net book value</b> |                            |                                 |            |
| At 31 March 2021      | 209                        | -                               | 209        |
| At 31 March 2020      | 214                        | -                               | 214        |

#### 10 Debtors

|             | 2021<br>£ | 2020<br>£ |
|-------------|-----------|-----------|
| Prepayments | 16,755    | 20,223    |

#### 11 Cash and cash equivalents

|              | 2021<br>£ | 2020<br>£ |
|--------------|-----------|-----------|
| Cash on hand | 54        | 51        |
| Cash at bank | 124,955   | 53,948    |
|              | 125,009   | 53,999    |

**BURY CANCER SUPPORT CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

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**12 Creditors: amounts falling due within one year**

|          | 2021<br>£  | 2020<br>£  |
|----------|------------|------------|
| Accruals | <u>791</u> | <u>497</u> |

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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#### 13 Funds

|                           | Balance at 1<br>April 2020<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at 31<br>March 2021<br>£ |
|---------------------------|---------------------------------|----------------------------|----------------------------|----------------------------------|
| <b>Unrestricted funds</b> |                                 |                            |                            |                                  |
| <i>General</i>            |                                 |                            |                            |                                  |
| Unrestricted fund         | 72,660                          | 225,152                    | (158,183)                  | 139,629                          |
| <b>Restricted funds</b>   |                                 |                            |                            |                                  |
| Restricted fund           | <u>1,279</u>                    | <u>9,875</u>               | <u>(9,601)</u>             | <u>1,553</u>                     |
| <b>Total funds</b>        | <u>73,939</u>                   | <u>235,027</u>             | <u>(167,784)</u>           | <u>141,182</u>                   |
|                           | Balance at 1<br>April 2019<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at 31<br>March 2020<br>£ |
| <b>Unrestricted funds</b> |                                 |                            |                            |                                  |
| <i>General</i>            |                                 |                            |                            |                                  |
| Unrestricted fund         | 100,531                         | 179,833                    | (207,704)                  | 72,660                           |
| <b>Restricted</b>         |                                 |                            |                            |                                  |
| Restricted fund           | <u>8,504</u>                    | <u>-</u>                   | <u>(7,225)</u>             | <u>1,279</u>                     |
| <b>Total funds</b>        | <u>109,035</u>                  | <u>179,833</u>             | <u>(214,929)</u>           | <u>73,939</u>                    |

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

The restricted funds in the year consisted of a National Lottery Grant for family support services.

## BURY CANCER SUPPORT CENTRE

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

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#### 14 Analysis of net assets between funds

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total funds at<br/>31 March<br/>2021<br/>£</b> |
|-----------------------|---|---|
| Tangible fixed assets | 209   | 209   |
| Current assets        | 141,764   | 141,764   |
| Current liabilities   | <u>(791)</u>                                    | <u>(791)</u>                                      |
| Total net assets      | <u>141,182</u>                                  | <u>141,182</u>                                    |

|                       | <b>Unrestricted<br/>funds<br/>General<br/>£</b> | <b>Total funds at<br/>31 March<br/>2020<br/>£</b> |
|-----------------------|---|---|
| Tangible fixed assets | 214   | 214   |
| Current assets        | 74,222  | 74,222  |
| Current liabilities   | <u>(497)</u>                                    | <u>(497)</u>                                      |
| Total net assets      | <u>73,939</u>                                   | <u>73,939</u>                                     |