

**NEWBURY CANCER CARE**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE PERIOD ENDED 31 DECEMBER 2020**

## **NEWBURY CANCER CARE**

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## **NEWBURY CANCER CARE**

### **REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE PERIOD ENDED 31 DECEMBER 2020**

#### **Trustees**

Dr Paul Millard, acting Chairperson (effective until December 2020)  
Sylvia Fones, Secretary (resigned 31 May 2021)  
Avril Cole, Treasurer  
Tessa Allum (appointed 7 April 2020)  
Jen Baggaley  
Christopher Bartlam  
Clare Bull (appointed 6 October 2020)  
Liz Chaplin  
Mike Hart  
Emma Holland  
David Ormrod, appointed Chairperson 1 January 2021 (appointed 7 April 2020)  
Richard Ward (resigned 13 April 2021)  
Penny Wright

Co-opted Members Helen Milroy

#### **Charity registered number**

1157796

#### **Principal office**

The Rosemary Centre  
West Berkshire Community Hospital  
Benham Hill  
Newbury  
Berkshire  
RG18 3AS

#### **President**

Dr Paul Millard

#### **Director of Operations**

Helen Milroy

#### **Accountants**

James Cowper Kreston  
Chartered Accountants  
2 Communications Road  
Greenham Business Park  
Greenham  
Newbury  
Berkshire  
RG19 6AB

#### **Bankers**

Lloyds Bank plc  
5 Bridge Street  
Newbury  
Berkshire  
RG14 5BQ

**NEWBURY CANCER CARE**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
(CONTINUED)  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**Solicitors**

Gardner Leader LLP  
20 - 24 Market Place  
Newbury  
Berkshire  
RG14 5BA

## **NEWBURY CANCER CARE**

### **TRUSTEES' REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020**

The Trustees present their annual report together with the financial statements of Newbury Cancer Care for the 12-month period ended 31 December 2020. The Trustees confirm that the annual report and financial statements of the Charity comply with the Charities Act 2011, have been prepared in accordance with the revised Statement of Recommended Practice 'Accounting and Reporting by Charities' SORP (FRS 102) 2019 and comply with the Charity's governing document.

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

##### **Constitution**

The Newbury and District Cancer Care Trust (NDCCT) was established as a Charitable Unincorporated Association Registered Charity No. 291975. On 1 October 2014 the NDCCT converted to a Charitable Incorporated Organisation (CIO) registration no. 1157796 and transferred its net assets into this entity. During the period ended 31 December 2018 NDCCT changed its name, corporate colours and logo to Newbury Cancer Care.

##### **Methods of appointment or election of Trustees**

When a vacancy occurs the remaining Trustees are responsible for the identification and appointment of suitable replacements. New Trustees are briefed on governance issues, responsibilities of the office of Charity Trustee and are familiarised with administrative procedures and the core objectives of the Charity.

##### **Organisational structure and how the charity makes decisions**

Decisions are made by the board of Trustees, and are carried out by the Charity's Executive Officer, Ms Helen Milroy, and two transport co-ordinators.

##### **Pay policy for key management personnel**

The remuneration of key management is set by the board of Trustees.

##### **Risk management**

The COVID-19 pandemic highlighted how very unexpected events can affect even the most stable and robust organisations, and we are in the process of implementing a more thorough and detailed risk management process. Although COVID-19 did present a risk to income, particularly in the area of community fund-raising and donations, we were able to manage and mitigate that risk by the tight control of expenditure and focusing on other income streams.

## **NEWBURY CANCER CARE**

### **TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 DECEMBER 2020**

#### **Objectives and activities**

#### **Policies and objectives**

Newbury Cancer Care was established more than 35 years ago to respond quickly and effectively to local (West Berkshire) needs by providing practical and emotional support to cancer patients and their families from diagnosis through to palliative and end of life care. The Charity also supports some other patients with life limiting illnesses. These remain our core objectives.

#### **Public Benefit**

The Trustees have considered the Charity Commission's general guidance on public benefit and are satisfied that the Charity's aims and objectives and overall activities in serving the local community are compliant and conform with statutory requirements.

#### **Achievements and performance**

#### **Main achievements of the charity**

As alluded to in the Risk Management section, the COVID-19 pandemic led to a reduction in the demand for our transport services in particular, but we were able to continue to provide support and guidance to the individuals and families in West Berkshire who were presented with the challenges of cancer diagnoses and treatment. In terms of elements within our core objectives, we provided transport for 117 patients attending 602 appointments and awarded patient hardship grants totalling £8,153. Utilising a Greenham Common Trust "double match day" we were also able to fundraise for two cuddle beds for the Rainbow Rooms. A generous In Memoriam donation has allowed us to plan further Rainbow Room improvements such as French doors providing direct access to an improved patio and garden area.

In 2020, our financial contribution to Sue Ryder to support their day hospice services in the Rosemary Centre was reduced a little to reflect the reduced services during the COVID-19 lockdown, but we have worked closely with them in recent times to agree an increased level of financial support to match an increased level of Rosemary Centre services, and work with them re future RC services.

We have again been able to add a number of additional people with suitable skills and experience to strengthen our Trustee Board, and the transition to a new Chairperson was achieved very smoothly.

Newbury Cancer Care core objectives continue to be:

- Providing support and advice
- Patient transport service
- Patient hardship grants
- Equipment as and when requested
- Clinical staff educational support
- Support of the Rainbow Rooms and Rosemary Centre

## **NEWBURY CANCER CARE**

### **TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 DECEMBER 2020**

#### **Achievements and performance (continued)**

##### **Financial review**

Income from the Charity's core activity for the period ended 31 December 2020 amounted to £189,022 (2019: £138,164) comprising £169,891 (2019: £128,524) from various donations and local community fundraising initiatives, legacy receipts of £10,621 (2019: £nil) and the sale of calendars and surplus equipment.

Direct expenses of £83,356 (2019: £62,349) include patients grants of £8,153 (2019: £11,785), transport service and coordinator costs of £34,370 (2019: £49,963) and the donations of £nil (2019: £nil) to the Sue Ryder Organisation as these are now being paid out of restricted funds from the Rosemary Appeal. A further £45,456 (2019: £46,372) has been expended on overhead and support costs and there is a resultant surplus of income over expenditure on the charity's core activity of £56,592 (2019: £24,974).

The Charity's share of the Rosemary Appeal income for the period ended 31 December 2020 amounted to £192 (2019: £189,453). These funds are held on a restricted basis and during the year a sum of £69,242 (2019: £321,854) was transferred to the hospital project as a contribution to the ongoing building costs.

The overall effect of combining the Charity's core activity with the Rosemary Appeal funding leaves a deficit of £12,458 (2019: deficit of £107,427) resulting in a decrease in reserves to £449,615 (2019: £462,073), of which £237,123 (2019: £306,173) is restricted and £212,492 (2019: £155,900) is unrestricted.

##### **Reserves and grant making policy**

These are clearly related. There is a steady flow of requests to support/assist individuals who are experiencing financial hardship as a consequence of their cancer and each request for a financial grant is considered sympathetically and approved when considered appropriate. The Charity continues to support patient services and capital projects at the West Berkshire Hospital as funds allow.

The reserves policy is based upon the Charity's core objectives and its principal features are:

- a. To achieve a margin of working capital sufficient to enable all aspects of the Charity's activities to be conducted efficiently and unimpeded.
- b. To provide sufficient resources to cover unexpected or unavoidable expenditure that cannot otherwise be met from income.

Total unrestricted reserves have been reduced dramatically over the past several years but are considered sufficient to cover one year of routine fixed expenditure and allow the Charity to continue to fulfil its core objectives.

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

We will be utilising some of the remaining Rosemary Appeal funds to further improve the facilities within the Rosemary Centre, specifically enhancing the appearance and ambience of the reception area and the installation of a covered canopy linking the rear door of the West Berkshire Community Hospital to the two sets of entrance doors to the Rosemary Centre.

Raising awareness of Newbury Cancer Care, our objectives and our services, continues to be a priority for us so that we can maximise our impact and benefit. Publicity via local media and community fundraising events will feature strongly in our future plans.

**NEWBURY CANCER CARE**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**Statement of Trustees' responsibilities**

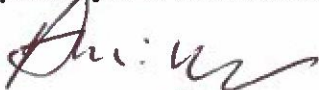
The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Memorandum of Association. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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



.....  
**Dr Paul Millard**  
Acting Chairperson to 31 December 2020  
Date: 01/10/2021.



.....  
**David Ommrod**  
Chairperson effective 1 January 2021



## **NEWBURY CANCER CARE**

### **INDEPENDENT EXAMINER'S REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020**

#### **Independent Examiner's Report to the Trustees of Newbury Cancer Care ('the charity')**

I report to the charity Trustees on my examination of the accounts of the charity for the period ended 31 December 2020.

#### **Responsibilities and Basis of Report**

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

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

#### **Independent Examiner's Statement**

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

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

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

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

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.

**NEWBURY CANCER CARE**

**INDEPENDENT EXAMINER'S REPORT (CONTINUED)  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Signed: *MNFarwell*

Dated: *6/10/2021*

Michael Farwell MA FCA DChA

**James Cowper Kreston**  
Chartered Accountants  
2 Communications Road  
Greenham Business Park  
Greenham  
Newbury  
Berkshire  
RG19 6AB

**NEWBURY CANCER CARE**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

	<b>Note</b>	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
<b>Income from:</b>					
Donations and legacies	3	180,512	192	180,704	317,977
Other trading activities	4	6,792	-	6,792	7,345
Investments	5	1,718	-	1,718	2,295
<b>Total income</b>		<b>189,022</b>	<b>192</b>	<b>189,214</b>	<b>327,617</b>
<b>Expenditure on:</b>					
Raising funds		3,618	-	3,618	5,076
Charitable activities:					
Direct costs	6	83,356	-	83,356	62,349
Support costs	7	42,774	-	42,774	46,140
Governance costs	8	2,682	-	2,682	14,710
Rosemary Appeal		-	-	-	306,769
Other charitable activities		-	69,242	69,242	-
<b>Total expenditure</b>		<b>132,430</b>	<b>69,242</b>	<b>201,672</b>	<b>435,044</b>
<b>Net income/(expenditure)</b>		<b>56,592</b>	<b>(69,050)</b>	<b>(12,458)</b>	<b>(107,427)</b>
<b>Net movement in funds</b>		<b>56,592</b>	<b>(69,050)</b>	<b>(12,458)</b>	<b>(107,427)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		155,900	306,173	462,073	569,500
Net movement in funds		56,592	(69,050)	(12,458)	(107,427)
<b>Total funds carried forward</b>		<b>212,492</b>	<b>237,123</b>	<b>449,615</b>	<b>462,073</b>

The Statement of Financial Activities includes all gains and losses recognised in the period.

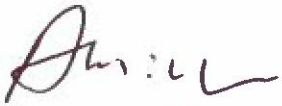
The notes on pages 12 to 24 form part of these financial statements.

**NEWBURY CANCER CARE**

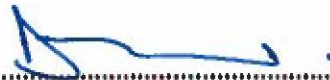
**BALANCE SHEET  
AS AT 31 DECEMBER 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	12	799	999
<b>Current assets</b>			
Debtors	13	21,240	21,749
Cash at bank and in hand	19	444,220	465,676
		<u>465,460</u>	<u>487,425</u>
Creditors: amounts falling due within one year	14	(16,644)	(26,351)
<b>Net current assets</b>		<u>448,816</u>	<u>461,074</u>
<b>Total net assets</b>		<u><u>449,615</u></u>	<u><u>462,073</u></u>
<b>Charity funds</b>			
Restricted funds	15	237,123	306,173
Unrestricted funds	15	212,492	155,900
<b>Total funds</b>		<u><u>449,615</u></u>	<u><u>462,073</u></u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



.....  
**Dr Paul Millard**  
 Acting Chairperson to 31 December 2020  
 Date: 01/10/2021.



.....  
**David Ormrod**  
 Chairperson effective 1 January 2021

The notes on pages 12 to 24 form part of these financial statements.

**NEWBURY CANCER CARE**

**STATEMENT OF CASH FLOWS  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

	<b>Note</b>	<b>2020 £</b>	<b>2019 £</b>
<b>Cash flows from operating activities</b>			
Net cash used in operating activities	18	<b>(23,174)</b>	<b>307,007</b>
<b>Cash flows from investing activities</b>			
Investment income		<b>1,718</b>	<b>2,295</b>
Proceeds from the sale of tangible fixed assets		<b>-</b>	<b>142</b>
<b>Net cash provided by investing activities</b>		<b>1,718</b>	<b>2,437</b>
<b>Change in cash and cash equivalents in the period</b>		<b>(21,456)</b>	<b>309,444</b>
Cash and cash equivalents at the beginning of the period		<b>465,676</b>	<b>156,232</b>
<b>Cash and cash equivalents at the end of the period</b>	19	<b>444,220</b>	<b>465,676</b>

The notes on pages 12 to 24 form part of these financial statements

## **NEWBURY CANCER CARE**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020**

#### **1. Accounting policies**

##### **1.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Newbury Cancer Care 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.

##### **1.2 Going concern**

The trustees have considered the impact of the global COVID-19 pandemic on the ability of the charity to continue trading for the foreseeable future. This review has included considering the impact of the pandemic to the date of signing the financial statements. Based on this review the trustees believe that the financial statements have been prepared appropriately on the going concern basis.

## **NEWBURY CANCER CARE**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020**

#### **1. Accounting policies (continued)**

##### **1.3 Income**

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

General donations are accounted for on a cash received basis. Donations and gifts in kind are included in the financial statements at market value.

Income from calendars and functions is included when the charity has entitlement to receive it.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

The Rosemary Appeal was a joint appeal with Newbury and Thatcham Hospital Building Trust. The purpose of the appeal was to build a purpose built building offering both bespoke care for cancer patients (on top floor) and those with renal failure (on ground floor). The building was opened in 2018. The income and expenditure for this appeal is split equally between the two charities. All income and expenditure is restricted for this project.



## **NEWBURY CANCER CARE**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020**

#### **1. Accounting policies (continued)**

##### **1.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the period when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the period end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

##### **1.5 Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Office equipment	- 20% straight line
------------------	---------------------

##### **1.6 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### **1.7 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.



## **NEWBURY CANCER CARE**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020**

#### **1. Accounting policies (continued)**

##### **1.8 Liabilities**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

##### **1.9 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

##### **1.10 Pensions**

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the period.

##### **1.11 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

#### **2. Critical accounting estimates and areas of judgment**

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The Trustees consider that there are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

**NEWBURY CANCER CARE**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**3. Income from donations and legacies**

	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Donations	169,891	-	169,891	128,524
Legacies	10,621	-	10,621	-
Rosemary Appeal	-	192	192	189,453
	<u>180,512</u>	<u>192</u>	<u>180,704</u>	<u>317,977</u>
Total 2019	<u>128,524</u>	<u>189,453</u>	<u>317,977</u>	

**4. Income from other trading activities**

**Income from fundraising events**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Calendar sales	<u>6,792</u>	<u>6,792</u>	<u>7,345</u>
Total 2019	<u>7,345</u>	<u>7,345</u>	

**5. Investment income**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Investment income	<u>1,718</u>	<u>1,718</u>	<u>2,295</u>
Total 2019	<u>2,295</u>	<u>2,295</u>	

# **NEWBURY CANCER CARE**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020**

### **6. Direct costs**

	<b>General Activities 2020 £</b>	<b>Rosemary Appeal 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Patient transport costs	34,370	-	34,370	49,963
Grants to individuals	8,153	-	8,153	11,785
Grants to institutions	-	69,242	69,242	306,769
Rainbow Rooms equipment and expenses	40,833	-	40,833	125
Support for Charles Clore Unit WBCH	-	-	-	476
	<b>83,356</b>	<b>69,242</b>	<b>152,598</b>	<b>369,118</b>
<b>Total 2019</b>	<b>62,349</b>	<b>306,769</b>	<b>369,118</b>	

### **Grants payable**

	<b>2020 £</b>	<b>2019 £</b>
Grants to individuals	8,153	11,785
Grants to institutions	69,242	306,769
	<b>77,395</b>	<b>318,554</b>

### **During the year grants were made to the following institutions:**

	<b>2020 £</b>	<b>2019 £</b>
Sue Ryder Charity - Palliative Care Service	20,000	40,000
West Berkshire Community Hospital	49,242	266,769
	<b>69,242</b>	<b>306,769</b>

**NEWBURY CANCER CARE**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**7. Support costs**

	<b>General Activities 2020 £</b>	<b>Rosemary Appeal 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Rent	1,157	-	1,157	1,157
Insurance	485	-	485	1,314
Travel costs	434	-	434	194
Printing, postage and stationery	682	-	682	1,071
Telephone	1,363	-	1,363	1,898
Computer expenses	1,008	-	1,008	1,188
Marketing and PR	8,109	-	8,109	8,531
Training and education	-	-	-	838
General office expenses	1,096	-	1,096	376
Bank charges	224	-	224	471
Loss on disposal of tangible fixed assets	-	-	-	98
Wages and salaries	27,079	-	27,079	28,259
Pension	634	-	634	495
Depreciation	200	-	200	250
	<u>42,471</u>	<u>-</u>	<u>42,471</u>	<u>46,140</u>
Total 2019	<u>42,936</u>	<u>3,204</u>	<u>46,140</u>	

**8. Governance costs**

	<b>General Activities 2020 £</b>	<b>Rosemary Appeal 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Accountancy fees	210	-	210	11,490
Independent examiner's remuneration	2,472	-	2,472	2,400
Trustees' indemnity insurance	303	-	303	820
	<u>2,985</u>	<u>-</u>	<u>2,985</u>	<u>14,710</u>
Total 2019	<u>3,436</u>	<u>11,274</u>	<u>14,710</u>	

# NEWBURY CANCER CARE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020

### 9. Independent examiner's remuneration

	2020 £	2019 £
Fees payable to the charity's independent examiner for the independent examination of the charity's annual accounts	<u>2,472</u>	<u>2,400</u>

### 10. Staff costs

	2020 £	2019 £
Wages and salaries	43,879	45,080
Pension	634	495
	<u>44,513</u>	<u>45,575</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Average number of employees - all part time	3	3
	<u>3</u>	<u>3</u>

No employee received remuneration amounting to more than £60,000 in either year.

The remuneration paid to key management for the year was £27,713 (2019: £28,754).

### 11. Trustees' remuneration and expenses

During the period Trustees received no remuneration or other benefits (2019 - £NIL).

During the period ended 31 December 2020, no Trustee expenses have been incurred (2019 - £NIL).

**NEWBURY CANCER CARE**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**12. Tangible fixed assets**

	<b>Office equipment £</b>
<b>Cost or valuation</b>	
At 1 January 2020	<b>4,078</b>
At 31 December 2020	<b>4,078</b>
<b>Depreciation</b>	
At 1 January 2020	<b>3,079</b>
Charge for the period	<b>200</b>
At 31 December 2020	<b>3,279</b>
<b>Net book value</b>	
At 31 December 2020	<b>799</b>
At 31 December 2019	<b>999</b>

**13. Debtors**

	<b>2020 £</b>	<b>2019 £</b>
Gift aid	<b>6,356</b>	<b>4,500</b>
Other debtors	<b>14,158</b>	<b>16,523</b>
Prepayments and accrued income	<b>726</b>	<b>726</b>
	<b>21,240</b>	<b>21,749</b>

**14. Creditors: Amounts falling due within one year**

	<b>2020 £</b>	<b>2019 £</b>
Trade creditors	<b>2,779</b>	<b>11,804</b>
Other taxation and social security	<b>-</b>	<b>682</b>
Accruals and deferred income	<b>13,865</b>	<b>13,865</b>
	<b>16,644</b>	<b>26,351</b>

# NEWBURY CANCER CARE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020

### 15. Statement of funds

#### Statement of funds - current period

	Balance at 1 January 2020 £	Income £	Expenditure £	Balance at 31 December 2020 £
<b>Unrestricted funds</b>				
General funds	<u>155,900</u>	<u>189,022</u>	<u>(132,430)</u>	<u>212,492</u>
<b>Restricted funds</b>				
Rosemary Appeal	<u>306,173</u>	<u>192</u>	<u>(69,242)</u>	<u>237,123</u>
<b>Total of funds</b>	<u><b>462,073</b></u>	<u><b>189,214</b></u>	<u><b>(201,672)</b></u>	<u><b>449,615</b></u>

#### Statement of funds - prior period

	Balance at 1 January 2019 £	Income £	Expenditure £	Balance at 31 December 2019 £
<b>Unrestricted funds</b>				
General Funds	<u>130,926</u>	<u>138,164</u>	<u>(113,190)</u>	<u>155,900</u>
<b>Restricted funds</b>				
Rosemary Appeal	<u>438,574</u>	<u>189,453</u>	<u>(321,854)</u>	<u>306,173</u>
<b>Total of funds</b>	<u><b>569,500</b></u>	<u><b>327,617</b></u>	<u><b>(435,044)</b></u>	<u><b>462,073</b></u>

#### Restricted funds

The Rosemary Appeal was a joint project with the Newbury & Thatcham Hospital Building Trust (N&THBT), to provide a building to provide essential facilities for the local community, including chemotherapy, IV therapies, day care, renal dialysis.

**NEWBURY CANCER CARE**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**16. Summary of funds**

**Summary of funds - current period**

	Balance at 1 January 2020 £	Income £	Expenditure £	Balance at 31 December 2020 £
General funds	155,900	189,022	(132,430)	212,492
Restricted funds	306,173	192	(69,242)	237,123
	<u>462,073</u>	<u>189,214</u>	<u>(201,672)</u>	<u>449,615</u>

**Summary of funds - prior period**

	Balance at 1 January 2019 £	Income £	Expenditure £	Balance at 31 December 2019 £
General funds	130,926	138,164	(113,190)	155,900
Restricted funds	438,574	189,453	(321,854)	306,173
	<u>569,500</u>	<u>327,617</u>	<u>(435,044)</u>	<u>462,073</u>



# NEWBURY CANCER CARE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020

### 17. Analysis of net assets between funds

#### Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	799	-	799
Current assets	228,337	237,123	465,460
Creditors due within one year	(16,644)	-	(16,644)
<b>Total</b>	<b>212,492</b>	<b>237,123</b>	<b>449,615</b>

#### Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	999	-	999
Current assets	181,252	306,173	487,425
Creditors due within one year	(26,351)	-	(26,351)
<b>Total</b>	<b>155,900</b>	<b>306,173</b>	<b>462,073</b>

### 18. Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	2019 £
Net expenditure for the period (as per Statement of Financial Activities)	(12,458)	(107,427)
<b>Adjustments for:</b>		
Depreciation charges	200	250
Investment income	(1,718)	(2,295)
Profit on sale of fixed assets	-	98
Decrease in debtors	509	421,654
Decrease in creditors	(9,707)	(5,273)
<b>Net cash provided by/(used in) operating activities</b>	<b>(23,174)</b>	<b>307,007</b>

# **NEWBURY CANCER CARE**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020**

### **19. Analysis of cash and cash equivalents**

	2020 £	2019 £
Cash in hand	444,220	465,676
<b>Total cash and cash equivalents</b>	<b>444,220</b>	<b>465,676</b>

### **20. Analysis of changes in net debt**

	At 1 January 2020 £	Cash flows £	At 31 December 2020 £
Cash at bank and in hand	465,676	(21,456)	444,220
	<b>465,676</b>	<b>(21,456)</b>	<b>444,220</b>

### **21. Pension commitments**

During the year contributions of £634 (2019: £495) were paid to a defined contribution scheme. As at the year end £nil (2019: £nil) was unpaid.

### **22. Related party transactions**

No related party transactions took place during the year.

### **23. Controlling party**

Newbury Cancer Care is controlled by its Trustees who are listed on page 1 of the financial statements.