



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st October 2021
To 30th September 2022

Period start date
Period end date

Charity name: **HEAD AND NECK CANCER UK (HANCUK)**

Charity registration number: **1175181**

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To relieve sickness and promote the health of people who have Head and Neck cancer and their families in such ways as the Trustees think fit. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>Five meetings of the charity were held virtually during the year, in October, January, March, May and July. One of the founding Trustees, David Stanbury, who held the post of Secretary, retired in October, he was replaced as Trustee by Professor Jo Patterson, with Catherine Cahill, a survivor, agreeing to take on the secretarial duties.</p> <p>The charities original aims were examined and it was agreed that they remained relevant albeit difficult to achieve due to the constraints still imposed due to the pandemic. The charity established a social media group organised by a lecturer at Birmingham University and staffed by a number of trainee speech and language therapists, to raise awareness of Head and Neck Cancer. The group substantially increased the number of followers on Twitter and created an Instagram account which were well received by both health professionals and members of the public. The focus of the group was designed to appreciate the problems faced by survivors living beyond treatment together with raising awareness of symptoms.</p> <p>In collaboration with a commercial pharmaceutical company, a series of videos were produced and circulated</p> |

| | | |
|--|-----------|---|
| | | <p>amongst pharmacies throughout the country and in-person presentations recommenced.</p> <p>The charity connected survivors with both public and private sector groups to facilitate research in a series of projects designed to improve outcomes for patients. In addition, the charity joined a collaboration of support charities to increase patient influence within the NHS.</p> <p>Links with National Health bodies were improved with participation in projects, webinars and investigations organised by NIHR, NICE and the NHS. It was agreed to attempt to increase the number of survivors on the charity's steering group and develop further links with professional Head and Neck groups.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The Trustees had regard to the guidance |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|---|
| Policy on grant making | Para 1.38 | The charity do not provide grants at present |
| Policy on social investment including program related investment | Para 1.38 | None |
| Contribution made by volunteers | Para 1.38 | See summary above |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>The charity uses social media extensively, building up hundreds of followers viewing our posts on research ongoing and tips for survivors.</p> <p>The website is used by thousands of patients, survivors and carers. It had a minor refresh in 2021/2 and a major revamp is due in 2022/3.</p> <p>The provision of this information, both raises awareness of the condition and enables survivors to access information and support groups to improve their quality of life.</p> <p>The charity has collaborated with other similar groups to influence policy on Head and Neck Cancer.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | Social media has far exceeded the objectives set as has the number of website visits. |
| Performance of fundraising activities against objectives set | Para 1.41 | Fundraising was less than anticipated due to the restrictions imposed by the pandemic which affected the events in which our supporters would normally participate. |
| Investment performance against objectives | Para 1.41 | |
| | | |

| | | |
|-------|--|--|
| Other | | |
|-------|--|--|

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | The charity's financial position remained stable due to strong management. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The objective is to build up sufficient reserves to enable the charity to fund events for survivors and carers |
| Amount of reserves held | Para 1.22 | 22094 |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | Fundraising by supporters using a variety of activities; together with small grants from various organisations wishing to support our charity |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Trust Deed |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Persons with an interest in the condition either as a professional working with patients and survivors ; or a patient, survivor or carer with lived experience |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|----------------------------------|
| Charity name | HEAD AND NECK CANCER UK (HANCUK) |
| Other name the charity uses | |
| Registered charity number | 1175181 |

| | |
|-----------------------------|--|
| Charity's principal address | 13 Wiggin Close, Barton Mills, Bury St Edmunds IP28 6AN |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|------------------|-----------------|-----------------------------------|---|
| 1 | Paul Pracy | | | |
| 2 | Satyesh Parmar | | | |
| 3 | Joanne Patterson | | From 11/01/2022 | |
| 4 | Chris Elkington | Chairman | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Corporate trustees - names of the directors at the date the report was approved

| Director name | | |
|---------------|--|--|
| | | |
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| | | |
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| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
| | | |
| | | |

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Funds held as custodian trustees on behalf of others

| | |
|---|------|
| Description of the assets held in this capacity | None |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

| |
|------|
| None |
|------|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|-------------|
| None |
|-------------|

Other optional information

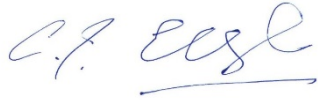
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

| | |
|---|--|
|  | |
|---|--|

Full name(s)

| | |
|----------------------------|--|
| Christopher John Elkington | |
|----------------------------|--|

Position (eg
Secretary, Chair, etc)

| | |
|----------|--|
| Chairman | |
|----------|--|

Date

| |
|---------------------------|
| 27 th May 2023 |
|---------------------------|



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
HEAD AND NECK CANCER UK (HANCUK)

No (if any)
1175181

Receipts and payments accounts

| | | | |
|------------------------|--------------------------------|----|------------------------------|
| For the period from | Period start date 10/1/2021 | To | Period end date 9/30/2022 |
|------------------------|--------------------------------|----|------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ |
|---|--|---|--|---------------------------------|
| A1 Receipts | | | | |
| Donations | 2,991 | - | - | 2,991 |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| Sub total (Gross income for AR) | 2,991 | - | - | 2,991 |
| A2 Asset and investment sales, (see table). | | | | |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | - | - | - | - |
| Total receipts | 2,991 | - | - | 2,991 |
| A3 Payments | | | | |
| Printing, Postage ,stationary etc | 465 | - | - | 465 |
| Costs of charitable activities | 319 | - | - | 319 |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | 784 | - | - | 784 |
| A4 Asset and investment purchases, (see table) | | | | |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | - | - | - | - |
| Total payments | 784 | - | - | 784 |
| Net of receipts/(payments) | 2,207 | - | - | 2,207 |
| A5 Transfers between funds | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - |
| Cash funds this year end | 2,207 | - | - | 2,207 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|
| B1 Cash funds | Nat West Accounts | 22,094 | - |
| | | - | - |
| | | - | - |
| | Total cash funds | 22,094 | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | OK |

| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|
| B2 Other monetary assets | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |


| | Details | Fund to which asset belongs | Cost (optional) |
|-----------------------------|---------|-----------------------------|-----------------|
| B3 Investment assets | | 0 | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |

| | Details | Fund to which asset belongs | Cost (optional) |
|---|---------|-----------------------------|-----------------|
| B4 Assets retained for the charity's own use | | 0 | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |

| | Details | Fund to which liability relates | Amount due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|
| B5 Liabilities | | 0 | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |

Signed by one or two trustees on behalf of all the trustees

Signature



Print Name

C.J. Elkington

CC16a

Last year

to the nearest £

| |
|-------|
| 4,615 |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| 4,615 |

| |
|---|
| - |
| - |
| - |

| |
|-------|
| 4,615 |
|-------|

| |
|-----|
| 360 |
| 120 |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| 480 |

| |
|---|
| - |
| - |
| - |

| |
|-----|
| 480 |
|-----|

| |
|-------|
| 4,135 |
| - |
| - |
| 4,135 |



**Endowment
funds**

to nearest £

| |
|---|
| - |
| - |
| - |
| - |

OK

**Endowment
funds**

to nearest £

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |

**Current value
(optional)**

| |
|---|
| - |
| - |
| - |
| - |
| - |

**Current value
(optional)**

| |
|---|
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |
| - |

**When due
(optional)**

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Date of
approval

1/11/2022