

THE BRITISH CARDIO-ONCOLOGY SOCIETY

Charity No. 1179577

Minutes of the annual meeting of the Trustees held at: The Department Of Cardiology,
Ealing Hospital, Uxbridge Road, Middlesex, United Kingdom, UB1 3HW

On 22 January 2024

Present: Dr A R Lyon
Dr C J Plummer
Prof. S D Rosen

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1. **IT WAS PROPOSED** to consider the draft, financial statements for the year ended 1 May 2023.
 2. **IT WAS RESOLVED** that these be approved and that Professor S D Rosen signs the balance sheet and the trustees report.
 3. **IT WAS RESOLVED** to consider and once satisfied, for Professor S D Rosen to sign the Letter of Representation to the accountants.
 4. **IT WAS RESOLVED** to ask **CAMERON BAUM HOLLANDER LTD** to act as independent examiners and for the trustees to set their level of remuneration.

There being no further business the meeting terminated.

Professor Stuart Rosen

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Professor S D Rosen
On behalf of the Board

The British Cardio-Oncology Society

(By Guarantee)

Financial Statements

For The Year Ended

1 May 2023

Charity No : 1179577

The British Cardio-Oncology Society

Report and Financial Statements for the year ended 1 May 2023

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The British Cardio-Oncology Society

Reference and administrative information

Directors and Trustees

Dr Alexander Richard Lyon
Dr Christopher John Plummer
Professor Stuart David Rosen

Principal Office

Department of Cardiology, Ealing Hospital, Uxbridge Road, Middlesex, United Kingdom, UB1 3HW

Registered Office

Department of Cardiology, Ealing Hospital, Uxbridge Road, Middlesex, United Kingdom, UB1 3HW

Charity Number

1179577

Company Number

11517311

Independent Examiners

Cameron Baum Hollander Ltd, 88 Crawford Street, London, W1H 2EJ

Solicitors

Farrer & Co LLP, 66 Lincoln's Inn Fields, Holborn, London, WC2A 3LH

Bankers

National Westminster Bank Plc, Community Banking Centre, PO Box 575, Rotherham, S63 3FJ

The British Cardio-Oncology Society

Report of the Trustees for the year ended 1 May 2023

The directors and trustees present their report along with the financial statements for the year ended 1 May 2023. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 (SORP (FRS 102)).

Structure, governance and management

The company was incorporated on 14th August 2018, registered as a charity on 16th August 2018 and commenced charitable activities on the same date. The charity is constituted as a company limited by guarantee, without share capital, use of 'Limited' exemption. The company was established under a Memorandum of Association and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £3.

Recruitment and appointment of trustees

The directors and trustees, who are also the directors for the purpose of company law, and who served during the year were:

Dr A R Lyon
Dr C J Plummer
Prof S D Rosen

The Board has powers to appoint additional trustees as it considers fit to do so in accordance with the Memorandum and Articles of Association. The trustees hold office until retirement. There is no maximum number of trustees that the company may have. However, there must be at least three trustees. The trustees do not have a recruitment policy for appointing trustees and currently the trustees do not consider it necessary to appoint further trustees.

Trustee induction and training

Due to the size of the company there are currently no formal systems in place in relation to trustees' induction and training. These will be reviewed as and when the trustees decide to recruit new trustees.

Organisational structure

The charity is organised so that the trustees meet regularly to manage its affairs and to decide on the distribution of funds. There is no relationship with any other charity or organisation.

Risk management

The directors and trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The British Cardio-Oncology Society

Report of the Trustees for the year ended 1 May 2023

Objectives and activities

The charity's objects and its principal activities are that of the advancement of education, health and the saving of lives by (without limitation) improving the understanding of cardiovascular health and disease in cancer patients and the care affordable to such patients. The income is derived from various recognised funding bodies and charitable donations. Its trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Grant policies

The charity considers grant requests from organisations that fall within the criteria of the charity's objects and makes such grants from cash resources available.

Achievements and performance

During the year the charity continued its operations with a view to achieving its objectives.

Financial review

The Statement of Financial Activities shows net unrestricted expense of (£799), and £30,000 restricted income, which equates to total net movement in funds of £29,201 (2022 - £97). Unrestricted funds at the balance sheet date were £11,762 (1 May 2022 - £12,561), and restricted funds at the balance sheet date were £30,000. Charitable donations paid during the period were nil (2022 – nil).

The trustees consider that the performance of the charity this period has been satisfactory and that the present level of funding is adequate to support the continuation of the objects of the charity. There have been no changes in the activities or strategy of the charity.

Reserves policy

The charity's policy is based upon the application within each year of a significant proportion of such unrestricted funds as are available. The trustees are of the opinion that its unrestricted reserves are such that it should be able to continue to support its principal objectives for the foreseeable future.

Principal funding sources

The charity's main sources of income are from donations from recognised funding bodies and from activities undertaken to generate income and achieve its objectives.

Plans for the future

The trustees continue to seek ways to maximise the charity's income to enable it to continue to meet its charitable objectives.

The British Cardio-Oncology Society
Report of the Trustees for the period ended 1 May 2023

Statement of directors and trustees responsibilities

The charity trustees (who are also the directors of The British Cardio-Oncology Society (by Guarantee) for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the 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 UK accounting standards 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006, the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice FRS102 effective 1 January 2015. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on its behalf by:

Professor Stuart Rosen

Prof S D Rosen
Trustee

Date: 22 January 2024

The British Cardio-Oncology Society

Independent Examiner's Report to the Trustees of The British Cardio-Oncology Society (By Guarantee), Charity No. 1179577

I report on the accounts of the company for the year ended 1 May 2023, which are set out on pages 7 to 10.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daniel Baum

Mr Daniel Baum FCA
For and on behalf of Cameron Baum Hollander Ltd
88 Crawford Street, London
W1H 2EJ

Date 22 January 2024

THE BRITISH CARDIO-ONCOLOGY SOCIETY**Statement of Financial Activities for the year ended 1 May 2023**

				2023	2022
	NOTES	Unrestricted Fund £	Restricted Fund £	Total Funds £	Total Funds £
Incoming Resources					
Income and endowments from					
Donations	2	1,500	30,000	31,500	350
Total income and endowments		1,500	30,000	31,500	350
Expenditure on					
Charitable activities					
Grants payable		-	-	-	-
Governance costs	3	(2,299)	-	(2,299)	(253)
Total expenditure		(2,299)	-	(2,299)	(253)
Net movement in funds		(799)	30,000	29,201	97
Balance at start of period		12,561	-	12,561	12,464
Balance at 1 May 2023		11,762	30,000	41,762	12,561

All amounts relate to continuing activities.

The notes on pages 9 to 10 form part of these financial statements.

THE BRITISH CARDIO-ONCOLOGY SOCIETY**Balance sheet as at 1 May 2023**

	Notes	Unrestricted Fund £	Restricted Fund £	2023 Total Funds £	2022 Total Funds £
Current Assets					
Cash at bank and in hand		13,097	30,000	43,097	13,656
		<u>13,097</u>	<u>30,000</u>	<u>43,097</u>	<u>13,656</u>
Current Liabilities					
Creditors falling due within one year	4	(1,335)	-	(1,335)	(1,095)
Total net assets		<u>11,762</u>	<u>30,000</u>	<u>41,762</u>	<u>12,561</u>
Total Funds		<u>11,762</u>	<u>30,000</u>	<u>41,762</u>	<u>12,561</u>

The directors and trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Companies Act 2006.

The directors and trustees acknowledge their responsibilities for:-

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements so far as applicable.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the trustees on **22 January 2024** and signed on their behalf by

Professor Stuart Rosen

Prof S D Rosen
Trustee

THE BRITISH CARDIO-ONCOLOGY SOCIETY**Notes to the Financial Statements for the year ended 1 May 2023****1 ACCOUNTING POLICIES****a) Accounting convention**

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), and the Charities Act 2011.

b) Income and endowments

All income and endowments are included in the SoFA when the charity becomes entitled to the resources or it is more likely than not that the trustees will receive the resources income and the monetary value can be quantified with sufficient reliability.

c) Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

d) Expenditure and liabilities

Expenditure is included on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to specific headings they have been allocated to activities on a basis consistent with use of the resources.

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. They are initially recognised at cost and then subsequently measured at the best estimate of the amount required to settle the obligation at reporting date.

Grants payable are charged in the year when the grant is awarded by the trustees.

Governance costs comprises costs of the general running of the Charity as opposed to those costs associated with generating funds or charitable activity.

e) Creditors

The charity has creditors which are measured at settlement amounts less any discounts.

f) Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

THE BRITISH CARDIO-ONCOLOGY SOCIETY

Notes forming part of the financial statements for the period ended 1 May 2023 (continued)

			2023	2022
	Unrestricted Fund	Restricted Fund	Total Funds	Total Funds
	£	£		
2 DONATIONS				
Covenants and donations	1,500	30,000	31,500	350
			<u>31,500</u>	<u>350</u>
3 GOVERNANCE COSTS				
Legal and professional fees	2,246	-	2,246	240
Other costs	53	-	53	13
			<u>2,299</u>	<u>253</u>
a Analysis of legal and professional fees:				
Independent examiner's fees	240	-	240	240
Other - Honorary Payments	2,006	-	2,006	-
			<u>2,246</u>	<u>240</u>
4 CREDITORS				
Accounting fees	480	-	480	240
Directors loans	855	-	855	855
			<u>1,335</u>	<u>1,095</u>

THE BRITISH CARDIO-ONCOLOGY SOCIETY
Department Of Cardiology,
Ealing Hospital,
Uxbridge Road,
Middlesex,
United Kingdom,
UB1 3HW

CAMERON BAUM HOLLANDER LIMITED
88 Crawford Street
London
W1H 2EJ

22 January 2024

Dear Sirs,

REPRESENTATION LETTER – YEAR ENDED 1 MAY 2023

We confirm as trustees, that the following representations are made on the basis of enquiries of management and staff with the relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you in connection with your preparation of the financial statements for the year ended 1 May 2023.

- (1) We acknowledge as trustees our responsibilities under law applicable for charities, for preparing financial statements for the year ended 1 May 2023 and for making accurate representations to you.
- (2) All the accounting records have been made available to you for the purpose of the accounts preparation and where these were insufficient we have given trustees representations. All other records and related information, including minutes of all management and shareholders' meetings, have been made available to you.
- (3) The trust has not had, or entered into, at any time during the period, any arrangement, transaction or agreement to provide credit facilities (including loans, quasi-loans, or credit transactions) for trustees or to guarantee or provide security for such matters, and that there are no other related party transactions that need disclosure other than as shown on the accounts.
- (4) There have been no events since the balance sheet date, which necessitate revision of the figures included in the financial statements or inclusion of a note thereto.

- (5) We confirm as trustees, that in our opinion, the trust can continue to meet its day-to-day requirements within its current facilities, for at least the next twelve months.
- (6) We confirm as trustees, that the trust had not, at the period end, authorised but not contracted for; or contracted but not provided, for any capital commitments.
- (7) We confirm as trustees, that the trust has not entered into any new commitments in respect of leases or other forms of contract, other than shown in the notes to the financial statements.
- (8) We confirm as trustees that there are no related party transactions, other than as shown in the accounts.
- (9) We confirm as trustees that we have received a £30,000 donation which is restricted to specific use as a research grant for one of our members.
- (10) As trustees, we are not aware of any breaches of law or regulations, which would have a material impact on these financial statements.
- (11) We confirm that we agree with all of the journals prepared during the accounts preparation. We further confirm that we are satisfied that any uncorrected misstatements in the financial statements, which have been aggregated during the accounts preparation are immaterial, both individually and in aggregate and we are therefore satisfied that no adjustment to the financial statements is required.

As minuted by the Board of Trustees at its meeting on 22 January 2024.

Professor Stuart Rosen

Professor S D Rosen

On behalf of the Board of Trustees