

Charity Number: 1182035

# Axminster and Lyme Cancer Support

Report and unaudited financial statements

For the year ended 30 June 2021

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For the year ended 30 June 2021

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## REFERENCE AND ADMINISTRATIVE INFORMATION

### **Registered Charity number**

1182035

### **Principal address**

Heathermoor, Yawl Hill Lane

Yawl

Devon

DT7 3RW

### **Trustees**

Dr Nick Hodges, GP

Dr Yvonne Hodges, GP

Minaxi Fountain

Georgia Robson

Kevin Townsend (December 2020)

### **Senior Staff**

Mary Kahn, Charity Managing Director (CMD)

Kevin Townsend, Finance Officer

### **Bankers**

Lloyds Bank

Trinity Square

Axminster

EX13 5AL

### **Independent examiner**

L Morgan, CIMA

Foye House

Lyme Regis

DT7 3NF

## **TRUSTEES' ANNUAL REPORT**

The trustees present their annual report with the financial statements of the charity for the year ended 30 June 2021.

Reference and administrative information set out on page 2 forms part of this report. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS 102).

### **Structure, Government and Management**

The Charity is a Charitable Incorporated Organisation (CIO) registered on 15<sup>th</sup> February 2019. It is governed by a board of trustees, in accordance with its constitution, who regularly review the objectives and activities undertaken by the organisation.

The trustees confirm that they have complied with the Charity Commission's general guidance on public benefit and have strategically applied these principles in the Charity's objectives and activities.

The day to day management of the Charity is the responsibility of the Charity Managing Director, Mary Kahn. Due to rapid growth of the charity and a commensurate increase in financial workload, the voluntary role of Treasurer was converted to the paid post of Finance Officer. Kevin Townsend stepped down as Treasurer and Trustee to take up this post. In addition, the Admin and IT role was increased by an extra four hours per week to support the CMD and volunteers.

The work of the Charity is underpinned by a group of exceptionally hard-working and dedicated volunteers who have a deep understanding of how cancer affects the lives of people and the support that our clients need. Their number has grown from 13 to 17 in the past financial year.

### **Objectives and activities**

Axminster and Lyme Cancer Support aims to provide relief for anyone in the communities of Axminster, Devon, and Lyme Regis, Dorset, living with and beyond cancer, including relatives and carers, regardless of age, ill-health, disability, financial hardship or other disadvantage.

The Charity provides support, information and education around a variety of issues surrounding a cancer diagnosis, including specific cancers. Much of the Charity's work relates to drop-in sessions where volunteer workers can engage, signpost and refer clients to various support teams including counselling and complementary therapies depending on individual need. In addition, the Charity holds events or workshops to support clients or raise awareness regarding aspects of cancer and the promotion of health and well-being throughout the year.

## Achievements and performance

Over the past year the Charity has supported 140 new clients in addition to 67 clients that joined prior to this financial year. These 207 people have been supported with a variety of activities as given below. Much of the year has been affected by Covid-19 pandemic restrictions so our work has continued in a safe and socially distanced manner with many of our activities are to relieve anxiety and loneliness for those who continue to isolate. Despite the huge growth in numbers and the limitations imposed by the pandemic, we have managed to provide all our clients with what they needed, when they needed it and for as long as they needed it.

### *Drop-in Sessions*

This financial year, our drop-in sessions have been held entirely by Zoom video conferencing with an average weekly attendance of 18 clients per session. These provide a forum for peer-to-peer support and sign posting to other organisations or relevant information. Of our 207 clients, 36 have attended drop-in sessions over the past year. We have held 47 sessions with 308 client visits and a total of 580 including volunteers, therapists and visitors.

### *Therapies*

There are currently 29 therapists on the website available for referrals, all interviewed, with appropriate forms, references and insurances. We are especially grateful to those therapists who were able to offer support during lockdown via Skype or Zoom.

We now have a dedicated closed Facebook page for our therapists which facilitates best practice by allowing exchange of ideas and links our self-employed professionals to the organisation as a whole.

Pandemic restrictions have made it impossible to organise most group therapy events this year. However, as soon as it was possible for small groups to meet outside, we re-started our Nordic walking sessions.

We have had contact with and offered support to 249 clients to date and have made the following referrals:

| <i><b>Therapy</b></i>      | <i><b>Clients</b></i> | <i><b>Therapy</b></i>    | <i><b>Clients</b></i> |
|----------------------------|-----------------------|--------------------------|-----------------------|
| Counselling                | 54                    | Water Therapy            | 15                    |
| Acupuncture                | 10                    | Hypnotherapy             | 3                     |
| Physio                     | 6                     | Metamorphic Technique    | 5                     |
| Bowen                      | 11                    | Oxygen Therapy           | 2                     |
| Massage - Reflexology/Head | 40                    | Pedicure/Manicure/facial | 13                    |
| Tripudio                   | 9                     | Reiki                    | 2                     |
| Scar Tissue Massage        | 9                     | Nordic Walking           | 14                    |

### ***Covid-19 Specific Support***

Throughout the Covid-19 crisis, support has been increased to particularly help people who are isolating with the aim that they can feel connected through the Charity. We have done this by making weekly deliveries of magazines, jigsaws, art or craft kits and books from our library, 135 items in all to 89 different clients.

New clients have also been visited where appropriate and 1-2-1 volunteer buddying is in place for our most vulnerable clients.

### ***Workshops and Events***

We have successfully continued our Creative Writing workshops via Zoom this year and have also held several floristry workshops via Zoom with items for the workshop being delivered safely to the client's door the day before. The feedback from these workshops has been enormously positive, both at distracting clients for a short time from their health issues but also for connecting clients in a safe and secure way.

### ***Beach Hut Project***

The beach hut has been made available throughout the whole year and is in high demand. It has been an introduction to us for many of our new clients who have enquired first about the beach hut but have subsequently engaged with other forms of support that we offer. There has been a total of 231 out of 287 (due to lockdown) visits to the beach hut and it has been used by 61 different clients.

### ***Fundraising***

With many of our fundraising events such as quiz nights, auction of promises and summer fayres not taking place again this year we have relied heavily on grant funding. We are grateful to have received a total of £10,000 in Covid-19 emergency funding from Dorset Community Fund, Devon Community Foundation, The Sylvia Waddilove Emergency Fund and Local Connections Fund. Together with a further £6,625 of combined grants from Coop Community Fund, Tesco Bags of Help, Albert Hunt Trust, Assura Community Fund, D'Oyly Carte Foundation, South West Water, Lyme Regis Community Fund, Macmillan Cancer Support, February Foundation and Localgiving Magic Little Grants, this helped us to continue to provide as full a service to our clients as pandemic restrictions allowed.

As businesses re-opened, donations through collection pots resumed. These, together with other donations received either personally or through online platforms, have supported our core business, especially counselling and therapies.

Sales of our recipe book, cards and music CDs through our online shop have continued to do well but this revenue stream remains a small proportion of our income.

## Financial Review

It has been another challenging year financially for the Charity as usual streams of income from fundraising events and collection pots were still much reduced. We have been fortunate to offset this through emergency Covid-19 funding as well as being able to support specific projects through targeted grants. A summary of income and expenditure for the year to 30<sup>th</sup> June 2021 is as follows:

- Income - £57,018.93
- Expenditure - £37,558.24
- Surplus – £19,46.69

Full details are given in the statement of financial activities (page 9 onwards).

### ***Reserves policy***

The Charity aims to maintain enough reserves to operate for six months. This is to safeguard the Charity's service commitment to clients and to provide a cushion against risk and future uncertainties.

This target has been maintained this year through several large personal donations. Grant funding for specific projects and core activities such as counselling, therapies and purchase and delivery of distraction aids, has further reduced the need to draw on reserves. However, timely support of our client base is of paramount importance to us and we will use our reserves to pay for these services should it be necessary whilst actively seeking additional sources of income.

## Plans for future periods

Despite a challenging year, we have maintained our objective of providing relief for anyone living with and beyond cancer in the communities of Axminster and Lyme Regis. We have adapted well to challenges posed by the pandemic, including financial constraints and a rapid rise in clients, allowing us to continually deliver a full range of services to those who need it. This gives us confidence that we can continue to support our clients, new and old, with our current range of services whilst also supplementing these with new activities.

In the coming year we are planning to raise awareness of cancer and cancer screening programmes through a number of targeted events including a awareness days for skin cancer, breast and cervical cancer, bowel cancer and cancers that affect men.

We will continue to seek grant income to fund our activities but will also work to secure unrestricted income from shop sales, donations and events.

## Statement of trustees' responsibilities

The Charity's trustees are responsible for preparing a Trustees' Annual Report and Financial Statements in accordance with the appropriate legislation. These have been prepared to give a true and fair view of the state of affairs of the Charity, the incoming resources and the

application of those resources for the relevant period. In preparing the financial statements the trustees have given due regard to the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

This report was approved by the Board of Trustees on 24<sup>th</sup> November 2021 and signed on its behalf by:

A handwritten signature in dark ink, consisting of a large, stylized 'N' followed by a horizontal line extending to the right.

**Dr N Hodges**

**Trustee**



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AXMINSTER AND LYME CANCER SUPPORT**

I report to the Trustees on my examination of the accounts of the charity for the year ended 30 June 2021.

### **Responsibilities and basis of report**

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

Signed



Date

6-12-21

L Morgan, CIMA  
Foye House  
Lyme Regis  
DT7 3NF

## Axminster and Lyme Cancer Support

### Statement of Financial Activities

For the year ended 30<sup>th</sup> June 2021

|   | Unrestricted funds<br>£ | Restricted income funds<br>£ | 2020/21<br>Total funds<br>£ | 2019/20<br>Total funds<br>£ |
|---|-------------------------|------------------------------|-----------------------------|-----------------------------|
| <b>Income and endowments from:</b>          |                         |                              |                             |                             |
| Donations and legacies                      | 28,880                  |                              | 28,880                      | 6,920                       |
| Charitable activities (Grants)              | 300                     | 25,095                       | 25,395                      | 13,783                      |
| Other trading activities (Sales and Events) | 2,743                   |                              | 2,743                       | 1,182                       |
| <b>Total</b>                                | <b>31,923</b>           | <b>25,095</b>                | <b>57,018</b>               | <b>21,885</b>               |
| <b>Expenditure on:</b>                      |                         |                              |                             |                             |
| Raising funds                               | 4,533                   |                              | 4,533                       | 1,252                       |
| Charitable activities                       |                         | 18,445                       | 18,455                      | 8,014                       |
| Core costs                                  | 13,940                  |                              | 13,940                      | 3,634                       |
| Other                                       | 640                     |                              | 640                         | 181                         |
| <b>Total</b>                                | <b>19,113</b>           | <b>18,445</b>                | <b>37,558</b>               | <b>13,081</b>               |
| <b>Net income/(expenditure)</b>             | 12,810                  | 6,650                        | 19,460                      | 8,804                       |
| <b>Net movement in funds</b>                | 12,810                  | 6,650                        | 19,460                      | 8,804                       |
| <b>Total funds carried forward</b>          | <b>12,810</b>           | <b>6,650</b>                 | <b>19,460</b>               | <b>8,804</b>                |

The notes form part of these financial statements.

## Axminster and Lyme Cancer Support

### Balance Sheet as at 30<sup>th</sup> June 2021

|   | Unrestricted<br>income funds<br>£ | Restricted<br>income<br>funds<br>£ | Total<br>2021<br>£ | Total<br>2020<br>£ |
|---|-----------------------------------|------------------------------------|--------------------|--------------------|
| <b>Current assets</b>                                     |                                   |                                    |                    |                    |
| Debtors   |                                   |                                    |                    | 206                |
| Cash at bank and in hand                                  | 26,388                            | 6,650                              | 33,038             | 15,690             |
| <b>Total current assets</b>                               | <b>26,388</b>                     | <b>6,650</b>                       | <b>33,038</b>      | <b>15,896</b>      |
| <b>Creditors: amounts falling due<br/>within one year</b> |                                   | 130                                | 130                | 2,282              |
| <b>Net current assets/(liabilities)</b>                   | 26,388                            | 6,650                              | 33,038             | 13,614             |
| <b>Total assets less current liabilities</b>              |                                   | 6,520                              | 32,908             | 13,614             |
| <b>Total net assets or liabilities</b>                    | <b>26,388</b>                     | <b>6,520</b>                       | <b>32,908</b>      | <b>13,614</b>      |
| <b>Funds of the Charity</b>                               |                                   |                                    |                    |                    |
| Restricted income funds                                   |                                   |                                    |                    | 11,160             |
| Unrestricted funds  |                                   |                                    |                    | 4,530              |
| <b>Total funds</b>  | <b>26,388</b>                     | <b>6,520</b>                       | <b>32,908</b>      | <b>15,896</b>      |

The financial statements were approved by the Board of Trustees on 24<sup>th</sup> November 2021 and were signed on its behalf by:



**Trustee**

The notes form part of these financial statements.

## Notes to the Financial Statements

### For the Year Ended 30 June 2021

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#### 1. Accounting Policies

##### **Basis of preparing the financial statements**

The financial statements of the Charity, which is a public benefit entity under FRS 102, 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

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

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

##### **Cash at Bank and In Hand**

Cash at bank and in hand includes cash and the Charity's current and deposit accounts which are immediately accessible.

##### **Taxation**

The Charity is exempt from tax on its charitable activities.

##### **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.

**2. Trustees' Remuneration and Benefits**

There were no trustees' remuneration or other benefits for the year ended 30 June 2021 nor for the year ended 30 June 2020.

There were trustees' expenses of £192 paid to Kevin Townsend for the year ended 30 June 2021 but none paid for the year ended 30 June 2020.

**3. Staff Costs**

The average weekly staff support during the year was 0.5 Full Time Equivalents, provided by three individuals.

No employees received emoluments in excess of £60,000.

**4. Related Party Disclosures**

There were no related party transactions for the year to 30 June 2021.