



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/04/2022  
Period end date

Period start date To

31/03/2023

**Charity name:** TEAM LUKE FOUNDATION

**Charity registration number:**1185232

## Objectives and Activities

|   | SORP reference     |  |
|---|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document   | Para 1.17          | <p>To preserve &amp; protect good health for the public benefit of children with Neuroblastoma by:</p> <p>a Raising awareness &amp; sharing information about Neuroblastoma amongst the general public.</p> <p>b Encouraging &amp; supporting equality of access to support &amp; information for parents &amp; families of children with Neuroblastoma as the Trustees see fit.</p> <p>c Relieving the needs of parents &amp; families of children with Neuroblastoma through practical support &amp; services as the Trustees see fit.</p> <p>d Providing funding/grants for research into Neuroblastoma causes, treatment &amp; better diagnosis.</p>     |
| <b>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.</b> | Para 1.17 and 1.19 | <p>a Regularly sharing information to the general public through all social media platforms, presentations to professional bodies, local businesses, social groups, community-based centres, including facts &amp; figures about symptoms, diagnosis, prognosis &amp; treatment of Neuroblastoma.</p> <p>b Continuing to support NHS research initiatives to improve parental involvement in the design &amp; delivery of supportive interventions, including REDMAPP, which is a research project to facilitate parental involvement in decision-making in relation to treatment options. Contributing to professional articles in the public domain to</p> |

|   |                  |  |
|---|------------------|--|
|   |                  | <p>facilitate &amp; support better access to information &amp; support for parents.</p> <p>c Providing direct support/signposting through social media messaging for advice &amp; information. Developing knowledge of current treatment landscape to ensure accuracy of advice.</p> <p>d Engaging professionally with the Institute of Cancer Research &amp; establishing a research partnership to fund a Senior Research Scientist. Engaging with other leading bodies to establish partnerships for collaborative working, e.g. CCLG, SKC.</p> |
| <b>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</b> | <b>Para 1.18</b> | TLF can confirm that all trustees have had full regard to the Charity Commission's guidance on public benefit & have taken it into account in respect of all decisions to which it is relevant.  |

**Additional information (optional)**

**You may choose to include further statements where relevant about:**

|  | <b>SORP reference</b> |  |
|--|-----------------------|--|
| <b>Policy on grant making</b>                                    | <b>Para 1.38</b>      | TLF's criteria for consideration of the provision of grants is subject to the following criteria (see below) & reflects an agreed amendment to the original upper limit for a single grant from £10000 to £15000. This was discussed & agreed by all Trustees in FY 2020/21.   |
| Policy on social investment including program related investment | Para 1.38             | <p>a. Available only to officially-recognised organisations &amp; charities who are working in furtherance of the same or very similar purpose, principles &amp; objectives as TLF.</p> <p>b Unless formally agreed by all Trustees, the maximum amount of a single grant will be £15000.</p> <p>c Grants will be conditional on their use being consistent with the purpose, principles &amp; objectives of TLF &amp; be subject to a rigorous process prior to approval.</p> |
| Contribution made by volunteers                                  | Para 1.38             | TLF is generously supported by a proactive network of willing volunteers, social groups, community associations & businesses who all contribute to fundraising events by providing practical help, participating in events, e.g. playing rugby, hiking, cycling, running, swimming etc., and/or donating money or providing sponsorship. Their contribution is priceless & TLF continues to be hugely grateful for their unstinting loyalty                                    |

|       |  |   |
|-------|--|---|
|       |  | & support. It has a massive impact on our ability to raise significant funds & successfully achieve our objectives. |
| 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>Our main achievements for this period were:</p> <p>a Continuing our support for the Institute of Cancer Research. We continue to be hugely impressed by their work, passion &amp; the actual &amp; potential impact of their achievements in respect of the diagnosis &amp; treatment of children's cancer.</p> <p>b. Continuing to reach out to &amp; engage with other charities with similar values &amp; objectives to encourage collaboration &amp; be better together.</p> <p>c. Taking on &amp; supporting new physical challenges to generate increased funding &amp; support.</p> <p>d. Engaging with social, community &amp; business groups to raise awareness.</p> <p>e. Continuing our participation in the REDMAPP study to support parents of children with Neuroblastoma who have relapsed.</p> <p>f. Raising our profile more widely.</p> <p>g. Putting plans in place for a high profile campaign to raise awareness of the signs &amp; symptoms of children's cancer.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                     |           |  |
|-------------------------------------|-----------|--|
| Achievements against objectives set | Para 1.41 |  |
| Performance of fundraising          | Para 1.41 |  |

|   |           |  |
|---|-----------|--|
| activities against objectives set         |           |  |
| 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 | We are on track with our expected spend. Payments continue to reflect our planning around new activities, campaigns & projects over the next few years. Overall, our financial position remains very stable.   |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | As our financial position remains stable, we are able to make full use of our funds & have no cause to hold a fixed level of reserves. As it stands, we have sufficient levels to manage any unexpected drop in funding & we have always held the view that TLF will seek to use the funds it raises to fulfil its objectives rather than focusing on growing its financial resources exponentially. But we continue to be very mindful of managing financial risk in difficult economic times.  |
| Amount of reserves held  | Para 1.22 | No fixed level has been set but we monitor our finances closely & our minimum resources remain steady at a level appropriate to the aims & objectives of our charity.  |
| Reasons for holding zero reserves  | Para 1.22 | Although funding medical research is one of our key objectives, we are also passionate about raising awareness & working with other charities to develop & improve access to information about Neuroblastoma, & childhood cancer more generally. It is also something which can be achieved with comparatively lower levels of financial resourcing. Although we have never found ourselves in this situation, it means we have the capacity to manage our income more effectively across different projects if funding levels fluctuated or dipped significantly. But we will continue to review our position & be receptive to the possibility of fixing an appropriate level of reserves if it provides additional financial security in the longterm. It follows that this will form part of any formal policy relating to holding reserves. |
| Details of fund materially in deficit  | Para 1.24 | Not applicable.  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | Not applicable.  |

### 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 |  |
|  |           |  |

|   |           |  |
|---|-----------|--|
| 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<br>(trust deed, royal charter)   | Para 1.25 | CIO Foundation Constitution   |
| How is the charity constituted?<br>(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 | Trustees are the immediate close family members of Luke Bell (& a close family friend). Luke died from Neuroblastoma in 2018. The Charity was set up as his legacy. |

### 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                | Team Luke Foundation                     |
| Other name the charity uses | TeamLuke Foundation                      |
| Registered charity number   | 1185232                                  |
| Charity's principal address | 3 Boundary View<br>Darlington<br>DL3 9BQ |
|                             |  |



**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  | Mark Denton BELL        | Chair           |                                   |   |
| 2  | Carol BELL              | Trustee         |                                   |   |
| 3  | Graham Denton BELL      | Trustee         |                                   |   |
| 4  | Joseph Patrick BUCHANAN | Trustee         |                                   |   |
| 5  | Rebecca BELL            | Trustee         |                                   |   |
| 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 |  |  |
|---------------|--|--|
| N/A           |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |

**Name of trustees holding title to property belonging to the charity**

| Trustee name | Dates acted if not for whole year |  |
|--------------|-----------------------------------|--|
| N/A          |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |

## Funds held as custodian trustees on behalf of others

|   |     |
|---|-----|
| Description of the assets held in this capacity   | N/A |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | N/A |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| N/A             |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

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

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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

## Other optional information

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

## 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)

|                  |                                      |
|------------------|--------------------------------------|
| Mark Denton Bell | Carol Bell,<br>Trustee<br>22/01/2024 |
|------------------|--------------------------------------|

Position (eg Secretary,  
Chair, etc)

|       |  |
|-------|--|
| Chair |  |
|-------|--|

Date

|            |
|------------|
| 22/01/2024 |
|------------|



## Receipts and payments accounts

|                        |                                 |    |                               |
|------------------------|---------------------------------|----|-------------------------------|
| For the period<br>from | Period start date<br>01/04/2022 | To | Period end date<br>31/03/2023 |
|------------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ |
|---|--|---|--|---------------------------------|
| <b>A1 Receipts</b>                                    |  |   |  |                                 |
| Donations   | 33,124                                       | -                                       | -                                      | 33,124                          |
| Gift Aid  | 488  | -                                       | -                                      | 488                             |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
| <b>Sub total (Gross income for AR)</b>                | <b>33,612</b>                                | <b>-</b>                                | <b>-</b>                               | <b>33,612</b>                   |
| <b>A2 Asset and investment sales, (see table).</b>    |  |   |  |                                 |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        |
| <b>Total receipts</b>                                 | <b>33,612</b>                                | <b>-</b>                                | <b>-</b>                               | <b>33,612</b>                   |
| <b>A3 Payments</b>                                    |  |   |  |                                 |
| Just Giving Fees                                      | 562  | -                                       | -                                      | 562                             |
| Institute of Cancer Research Grant                    | 15,000                                       | -                                       | -                                      | 15,000                          |
| Promotional Sportswear                                | 1,364  | -                                       | -                                      | 1,364                           |
| France Rugby/Cycling Tour 2022                        | 2,800  | -                                       | -                                      | 2,800                           |
| Art, Design, Promotional Material                     | 1,663  | -                                       | -                                      | 1,663                           |
| Endurance Event Safety & Security                     | 1,000  | -                                       | -                                      | 1,000                           |
| Event Hospitality                                     | 252  | -                                       | -                                      | 252                             |
| Annual Secure Storage Fees                            | 263  | -                                       | -                                      | 263                             |
| Event Transport                                       | 1,800  | -                                       | -                                      | 1,800                           |
| Contribution to Golf Event                            | -  | -                                       | -                                      | -                               |
| <b>Sub total</b>                                      | <b>24,704</b>                                | <b>-</b>                                | <b>-</b>                               | <b>24,704</b>                   |
| <b>A4 Asset and investment purchases, (see table)</b> |  |   |  |                                 |
|   | -  | -                                       | -                                      | -                               |
|   | -  | -                                       | -                                      | -                               |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        |
| <b>Total payments</b>                                 | <b>24,704</b>                                | <b>-</b>                                | <b>-</b>                               | <b>24,704</b>                   |

|                                   |         |   |   |         |
|-----------------------------------|---------|---|---|---------|
| <i>Net of receipts/(payments)</i> | 8,908   | - | - | 8,908   |
| A5 Transfers between funds        | -       | - | - | -       |
| A6 Cash funds last year end       | 104,031 | - | - | 104,031 |
| <i>Cash funds this year end</i>   | 112,939 | - | - | 112,939 |

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

| Categories  | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ |
|---|--|------------------------------------|----------------------------------|
| <b>B1 Cash funds</b>                                |  | 112,939                            | -                                |
|   |  | -                                  | -                                |
|   |  | -                                  | -                                |
|   | <b>Total cash funds</b>                                | 112,939                            | -                                |
|   | (agree balances with receipts and payments account(s)) | OK                                 | OK                               |
| <b>B2 Other monetary assets</b>                     | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ |
|   |  | -                                  | -                                |
|   |  | -                                  | -                                |
|   |  | -                                  | -                                |
|   |  | -                                  | -                                |
|   |  | -                                  | -                                |
|   |  | -                                  | -                                |
| <b>B3 Investment assets</b>                         | Details  | Fund to which asset belongs        | Cost (optional)                  |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
| <b>B4 Assets retained for the charity's own use</b> | Details  | Fund to which asset belongs        | Cost (optional)                  |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
|   |  |                                    | -                                |
| CCXX R3 accounts (SS)                               | Details  | Fund to which liability relates    | Amount due (optional)            |

**B5 Liabilities**

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

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

| Signature        | Print Name       |
|------------------|------------------|
| Mark Denton Bell | MARK DENTON BELL |
| Carol Bell       | CAROL BELL       |

**CC16a**

**Last year**

**to the nearest £**

|        |
|--------|
| 42,056 |
| 374    |
| -      |
| -      |
| -      |
| -      |
| -      |
| -      |
| 42,430 |

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

|        |
|--------|
| 42,430 |
|--------|

|        |
|--------|
| 417    |
| 15,000 |
| 1,275  |
| 1,700  |
| 1,910  |
| 6,390  |
| -      |
| -      |
| -      |
| 300    |
| 26,992 |

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

|        |
|--------|
| 26,992 |
|--------|

|         |
|---------|
| 15,438  |
| -       |
| 88,593  |
| 104,031 |



**Endowment  
funds**

to nearest £

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

OK

**Endowment  
funds**

to nearest £

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

**Current value  
(optional)**

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

**Current value  
(optional)**

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

**When due  
(optional)**

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

|                  |
|------------------|
| Date of approval |
|                  |
|                  |



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Team Luke Foundation

On accounts for the year  
ended

31/03/2023

Charity no  
(if any)

1185232

Set out on pages

Pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 Trust'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 Act.

Independent  
examiner's statement

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

26.01.2024

Name:

Paul Moss

Relevant professional  
qualification(s) or body  
(if any):

Address:

192 North Road  
Darlington  
DL1 2EL

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**