

# 2020 Annual Report & Accounts







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## Objectives

**The Objectives of Friends of The Royal Marsden, Chelsea are:**

*To supplement the service provided by The Royal Marsden Hospital, Chelsea, for the health, welfare and comfort of the patients ... by the provision of facilities, buildings and equipment which may be required for the treatment of such patients, or for the efficient running of the hospital.*

*To provide, or to assist in the provision of amenities in The Royal Marsden Hospital for patients and staff, including the provision and running of hospital shops, canteens, libraries, flower services, the establishment of clubs, health and recreation centres, hostels and rest and convalescent homes for the use and benefit of such persons.*

## Public Benefit

The activities described in this report benefit The Royal Marsden Hospital and its patients. The Trustees have paid due regard to the guidance published by the Charities Commission on public benefits.

## Welcome



**Sandra Franklin**  
President



This is the Trustees' Report and Financial Statements for the year ended 31 December 2020. It is prepared in accordance with the accounting policies set out in Notes to the Accounts and complies 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 published in October 2019.

Charity No: 222613

### Principal Office:

The Royal Marsden, 203  
Fulham Road, London, SW3 6JJ

### Auditors:

Haines Watts, 3rd Floor  
Aissela, 46 High Street, Esher,  
Surrey, KT10 9QY

### Bank:

HSBC Bank plc, 95 Gloucester  
Road, London, SW7 4SX

**Registered Charity No: 222613**

### PATRON

Countess Cadogan DVE

### PRESIDENT

Sandra Franklin

### HON. PRESIDENT

Toni Pardo MBE

### HON. SECRETARY

Marie Stacey

### HON. TREASURER

Jacquie Bellamy  
(resigned 5th May 2019)  
Margaret Lalor  
(appointed 18th Jan 2021)

### CO-CHAIRS

Emma Rogers  
Linda Wimble

### TRUSTEES

Wendy de Capell Brooke  
Sandra Franklin  
Margaret Lalor  
(appointed 18th Jan 2021)  
Toni Pardo MBE  
Emma Rogers  
Marie Stacey  
June Torrance  
Linda Wimble

## Thank you



Emma Rogers  
Co-Chair

2020 has been the most extraordinary and challenging year for the Friends. We have been tested to our limits and we are grateful, proud and extremely thankful to every one of you who has been so supportive throughout (dare we say it) this unprecedented year.

It was with very heavy hearts that, on 20th March, we had to announce that all volunteer activities were to be suspended. As we closed the office and gathered our thoughts, we made a commitment that we would do everything we could to make sure that we would emerge from the crisis in as good, if not better, shape as we went into it.

Now, at the end of the year, we have had time to reflect on what exactly the Friends has achieved and, despite unexpected challenges, we have emerged as strong as ever. Since 1935, including the war years, the Friends has never had a break in service and although volunteering in many departments was suspended during the pandemic, the office kept going.

The dedication, determination and resilience of those volunteers who came into the hospital during the Covid crisis has been outstanding and we are profoundly grateful for your priceless contribution. The sadness is that so many of you wanted to help but simply couldn't as the pandemic hit us all in so many different ways.

So to our volunteers, supporters, fundraisers, donors and all the patients and staff at this wonderful hospital, we salute you, once again, for helping the Friends to be caring, giving and kind. We are what we are because of you.



Linda Wimble  
Co-Chair

A handwritten signature in black ink that reads "Emma + Linda".



# ACHIEVEMENTS & PERFORMANCE

For 85 years the Friends of The Royal Marsden, Chelsea has given service to the hospital. But fundraising aside, what do they actually do?

## The Shop & Trolley

Due to Covid, the shop closed on 20th March until June when it re-opened with reduced hours and reduced volunteers. On the same date the shop trolley was mothballed and remained so through to the end of the year. Three months after re-opening post first lock down, the shop underwent a long-planned refit and new ranges of healthy snacks, cards and gifts have been introduced along with a selection of fresh sandwiches and takeaway tea and coffee.

These innovations have been key to accelerating sales back to levels greater than those pre-Covid which, given that the no visitor policy remains in place, is really encouraging. We are enormously grateful to our valiant and dedicated shop volunteers who were awesome during lock down.

## The Café

In 2020 café sales were £21,000 (£95,000 in 2019). Clearly, Covid had a devastating impact on sales not least since the café was only operational for 10 out of 52 weeks.

Under normal circumstances the café is at the hub of the Outpatients department and during any year, some 60 volunteers will serve as many as 40,000 hot drinks and 25,000 sandwiches.

The location of the café in a clinical area means that re-opening is subject to rigorous infection prevention and control measures which we are governed by the hospital. Although the cafe has now been closed for over a year, we are hopeful of getting it re-opened before the end of 2021.

“Volunteering along side other fabulous people is inspiring and I really enjoy the friendly buzz of the café. Without exception, each and every volunteer does their bit to help patients and staff in this great hospital.”



Sarah Laidlaw  
Café

## Flowers & Garden

Although Covid meant that flowers were no longer allowed on the wards our volunteers leapt back into full action when flowers were permitted in the Chapel. The Flower volunteers also ensure that the faux arrangements in reception areas, donated by OKA, are kept in pristine condition.

The garden areas were a serious casualty of Covid and, although our Garden volunteer worked tirelessly to plant and maintain the pots, the speed of deterioration on the terraces was relentless. The garden is now on the radar for a 2021 makeover.

## Tea Trolley

For the first 10 weeks of the year the tea trolley continued its daily rounds until Covid meant that there was no access for volunteers in any clinical areas of the hospital. The tea trolley is a complimentary service and is a beacon of comfort for patients and their carers while waiting for, and undergoing, treatment in the Medical Day Unit

## Ward Assistance

Following a refurbishment and redecoration of Horder ward in

**“As a former patient I consider it to be a real privilege to volunteer here. The Friends is a truly wonderful Charity and joining it was one of the best decisions I have ever made.”**



**Susie Blackwood**  
Vice Chair

2017 it was a devastating blow to the Friends to learn that the soft furnishings in the day rooms had to be condemned due to no longer complying with safety standards.

And then came Covid, which resulted in the Committee agreeing to fund replacement furniture to bring the ward back to being bright, cheerful and most importantly, safe.



**“Apart from the fund raising, which we really love doing, we are here, not as medical staff, but as friendly faces helping to bring a smile to the faces of those who can be going through very difficult times.”**



**Biffa Bradshaw &  
Jane Munday**  
Shop Trolley

## Meet & Greet

Although lock down put paid to the full Meet & Greet service, a skeleton team of volunteers valiantly gave their services from July until the second lock down hit in December.

At that point the decision was taken to suspend the service until it was safe to restart. Prior to this the team was pivotal in offering friendly support to patients who, in the wake of the no visitor policy, had to navigate their way around the hospital without the support of family or friends.

We are extremely proud of the self-less contribution the Meet & Greet team have made over the course of the pandemic.

## Outpatient Support

Outpatient assistance is given by a small group of volunteers who help guide patients to the reception and check-in areas. They are also on hand to offer reassurance and cups of water.

## Hobbies Trolley

The Hobbies Trolley visits the wards regularly with a selection of things to do, such as crosswords, games - together with a variety of inexpensive gift items. The Volunteers also happily spend time with

patients who enjoy a casual social chat.

## Administrative Support

A handful of volunteers give regular and/or ad hoc administrative support in various departments including the Medical Day Unit and Critical Care Unit.

**“I was treated at The Royal Marsden and I really wanted to give something back by making sure that patients always see a smiley face at every stage in their Cancer journey.”**



**Sarah Ducker**  
Meet & Greet

## The Arts Forum

As well as funding equipment the Friends subsidises the Arts Forum within The Royal Marsden, to help fund the provision of art works in the hospital.

June Torrance, ex-President of the Friends, and honorary hospital photographer in residence, has produced a wonderful series of London photographs taken during lockdown which are to be displayed in the hospital during 2021.

## Collection tins

Prior to Covid all Friends collection tins had been redesigned to include a QR code. This could not have been more timely as the use of cash inside the hospital has not been permitted during Covid.

## Coffee Machines

Automatic Coffee machines in Radiotherapy, RDAC and the shop are supported and maintained by the Friends. These are used primarily by patients and their carers and have been especially important during Covid when other facilities have been closed.

## Piano & Aquariums

The Friends funds the cost of maintenance for the grand



piano by the Regency staircase and volunteer pianists play regularly throughout the year. The two aquariums in Radiology and Outpatients were also purchased and are maintained by funding from the Friends.

### Co-op Community Funding Scheme.

Since 2016, when the scheme launched, the Friends has annually been selected as one of the beneficiary charities in the Co-op Community Funding Scheme. In 2019 the Scheme agreed to support the ongoing refurbishment of the café but, in the wake of Covid, agreed to allow us to use the 2020 fund for the restoration of the garden terraces in 2021.

### Marketing & PR

Having joined the Kensington and Chelsea Chamber of Commerce in 2018, the Friends Co-Chairs Emma Rogers and Linda Wimbles regularly attend networking events in the Borough. Covid meant that any such gatherings were curtailed for most of 2020 but the close relationship forged since winning the Kensington and Chelsea Business Award for Social Enterprise and Charity in 2019 means that this

“I always really enjoy the interaction with patients and their families. To know that we can provide some form of relief to them is very gratifying.”



Sarah Ashby  
Horder Ward

relationship will continue as soon as feasible in 2021.

Nearly all marketing activity for the Friends is done by volunteers. It runs its own website, publishes its own newsletter, the Annual Report and various pieces of promotional literature. It also publishes a monthly online newsletter for all its volunteers.

### Recruitment

Becoming a volunteer Friend requires a fair amount of perseverance and our recruitment volunteer, Mel Bowker, has been instrumental in automating much of the process which, particularly since Covid, has been central to our being able to ensure volunteers are fully compliant with NHS standards.

“I am very happy to help the Friends recruit and train new volunteers and feel privileged to be part of such an outstanding charity in a truly amazing hospital.”



Mel Bowker  
Volunteer Recruitment

## Information Technology

The pandemic gave the Friends much needed time to launch new technology initiatives to enhance operations.

This included a new database as well as the integration of a new cloud-based accounting system (Xero). The new database means that Gift Aid claims can be automated and it is also compatible with Xero.

The use of Gmail and GDrive has also ensured that all office systems can be accessed remotely as well as in the hospital which has been essential during Covid.

## Volunteer Hours

Prior to Covid it was estimated that, each year, our front-line volunteers give around 20,000 hours of their time to the hospital.

This does not include all the additional hours given by officers, other trustees and committee members as well as those volunteers who run office support services including recruitment, bookkeeping, PR, marketing, graphic design, website, shop and café buying, shop and café merchandising.

**“I am really pleased to be able to give my time to help such a wonderful charity and in so doing play a very small part in enabling The Royal Marsden, Chelsea to do even greater work than it already does.”**



**Margaret Lalor**  
Honorary Treasurer

## New Treasurer

In 2019 our super hard working Honorary Treasurer, Jacque Bellamy, retired after five years of dedicated service to the Friends. We are really fortunate to have a new Honorary Treasurer, Margaret Lalor, who was appointed in January 2021.

## Membership

At the end of 2020, the Friends had 186 volunteer members and 158 non-volunteer members

These numbers will doubtless be affected by Covid over the next year but the new database will enable us to communicate better and more effectively with all our supporters.

**“Patients are always happy to have fresh flowers in their ward or room. They may only smile their thanks or sometimes have a chat but that is what makes volunteering such a rewarding thing to do.”**



**Georgiana Fiddian-Green**  
Flowers



### Young Friends Drinks Party at The Garrick Club

Under the capable stewardship of Emily Woolcroft, this remarkable group of young fundraisers, organised and hosted a fabulous evening in January at the Garrick Club, sponsored by Travers Smith. The event raised £13,000 and we could not be more grateful for the immense amount of hard work the Young Friends put into it.

### Christmas Day Gifts

Christmas Day has always been an important part of the Friends' Calendar as volunteers distribute gifts to every in-patient in the hospital. During Covid it seemed that to be able to do this long-standing traditional gesture was going to be impossible but, with the incredible support of the hospital management team and all the staff, we managed to get gifts to every ward.



### Event Cancellations

- **Spencer House Gala Evening**  
in celebration of receiving The Queen's Award for Voluntary Service in 2019 and our 85th birthday
- **AGM**
- **Dunsborough Park Tea Party**
- **Quiz night**
- **Celebrate a Life**
- **Festival of Carols**

### Future Events

The future remains uncertain but we are hoping to be able to hold some fundraising events before the end of 2021 which will include Celebrate a Life and the Festival of Carols. The places we had for the Prudential 100 London Surrey bike ride have converted into an extra place in the Virgin London Marathon and we also considering a Bridge Night and a Young Friends Tennis Tournament.



# THE WAY WE WERE

## 1935-2021





### The beginning

On 21<sup>st</sup> March 1935 a meeting took place in the board room of the hospital to discuss the formation of a Ladies Association for the Cancer Hospital. Countess Granard consented to be President and objects were agreed to “make the claims and needs of the hospital more widely known and to help the hospital financially”.

Throughout the war years the Friends continued to support the hospital growing vegetables in the garden and serving hot meals to hospital and emergency services staff.

Jump ahead 84 years and in 2019 we were incredibly honoured to be presented, by the Lord Lieutenant of London, with the Queen’s Award for Voluntary Service, the highest award given to volunteer groups in the UK and the equivalent of an MBE.

That same year we were the winner in the category of best charity or social enterprise in the Kensington and Chelsea Business Awards.

We have come a long way since those early days but we have never forgotten why we are here in the first place.

### The here and now

The Friends has weathered many a storm thanks to the incredible support given from everyone associated with the Charity.

2020 represents 85 years of service to the hospital and despite, or maybe because of, Covid, we are ready for all the challenges that lie ahead.



“The Friends is here thanks to the support of all our volunteers, members, donors and fundraisers. We couldn’t do what we do without you.”



# SPOTLIGHT ON COVID-19



*Linda and Emma with the first batch of goodies donated from shop and café stock to the Pop-Up Charity shop run for the staff at the hospital*



### January-February

2020 got off to a great start. It was our 85th birthday year, plans were afoot to celebrate with a Gala evening of cocktails and canapés at Spencer House in the autumn and the Young Friends were busy organising and hosting an exclusive drinks party at The Garrick Club.

Towards the end of 2019 we had started introducing cloud based systems for accounting and, anticipating a move away from cash, we designed new collection tins with QR codes so that donations could be made contactlessly without cash.

At the time, we had no idea of the significance of these decisions and how critical they would be in the coming months.



### March-April

On 19th March, despite the heroic efforts of everyone to carry on despite the emerging pandemic, we made the difficult decision to close down the office and suspend volunteering while things were so uncertain. It was a last-minute scramble to get as much onto 'The Cloud' as possible to enable us to run the charity remotely. Our Annual Audit was stalled, the AGM cancelled, our secretary was furloughed, our revenue streams stopped and we had around £2,000 of perishable stock in the shop and café. It was a tricky time.

*The Friends was desperate to help the hospital staff and donating stock from our shop and café just seemed like the obvious thing to do."*

Undeterred, three weeks after lock down we delivered and donated all stock to the RMCC pop up Charity outlet for staff. We were doing our best for the Charity but we needed to do more. And so the first of our monthly online newsletters, 'Friendly Chat' was published.

### May-June

Up until now, our monthly wish list from the hospital had become a thing of the past but by June, things were more settled and the hospital requested funding for two large pieces of surgical equipment totalling just over £60,000.

We submitted a bid for Community funding from the Co-Op and then, out of the blue, we were given permission to re-open the shop. It was all hands-on deck to get the shop stocked for re-opening. Deliveries were haphazard, so after several car journeys, the store cupboard was replete, the



shop interior was deep cleaned, the Perspex screens had been ordered, the distancing stickers were down and we were ready to re-open our cash-free shop.



Meanwhile, charity matters continued. We had our first ever Zoom Committee meeting, risk assessments were introduced for returning volunteers, swab testing was in the offing, and flu jabs were prioritised.

### July-August

Although open, it was clear that the shop was looking very tired and the refurbishment project was becoming increasingly urgent. Plans were flying backwards and forwards to the shop fitters and by the end of August we were all set to get started.

The Committee had approved funds, the plans were finalised and after a meeting with the CEO of the hospital, Dame Cally Palmer, we had hospital approval to proceed. All that remained was to get the timings right to ensure that we were Covid proofed for the strip out and re-fit.

In the middle of this, the coffee machines in RDAC and Radiotherapy malfunctioned. We needed to act quickly. It was the perfect opportunity to replace old, outdated machines with updated alternatives. Meantime, the garden was

suffering from Covid fatigue. The TLC normally given by our garden volunteer was impossible during lock down and it was clear that we were going to have to take radical steps if it were to be returned to its former glory.

Meet & Greet was beginning to look like it could restart. The no-visitor policy in the hospital had created even greater hardship for patients and the sooner we could get our volunteers back, the better. While we had started to get some income from the shop, we realised that



subscriptions had become more important than ever and so we contacted as many of our members as we could, urging them to support us during this testing time



### September-October

Digital online meetings were proving to be invaluable. Not only could we hold Committee and Trustee Meetings by Zoom but we were also able to chat with our indefatigable Treasurer in waiting, Margaret, who was nothing short of incredible during Covid



including guidance on the Charities Commission, our Auditors, the Objects & Rules of the Friends as well as our cloud-based software information systems.

By the end of October, the shop was finished. It had been a big project and a year in the making. We were back in business again.

At last, we were nudging back to normal and in October, our lovely secretary Camilla

returned to work while Angie, Camilla's job share buddy, opted for early retirement.

### November -December

2,000 packs of Christmas Cards were delivered and with no visitors allowed in the hospital, we realised there was a lot of selling to do. Leaflets were printed, a telephone mail-order line was set up, volunteer





the charity was doing well and we had everything to play for.

2020 was something quite different but we rode the storm and are now looking forward to 2021 with renewed vigour, enthusiasm and energy.



distributors put themselves forward and we were off.

The pace was relentless but hats off to everyone who helped. You were AMAZING. As for Christmas day sadly, there was to be no pianist this year. The question remained right up to the wire as to whether we would be permitted to personally, on behalf of the Friends, distribute gifts to all in-patients on Christmas morning.

We had packed 75 Lulu Bags with scarves, donated by a benefactor, each of which had to be individually wrapped in Covid proof bags and quarantined for 72 hours before delivery. On Christmas Eve, permission was granted and, accompanied by Acting Chief Nurse Andy Dimech, we were very honoured to be able to make the deliveries as planned.

2019 was a great year. We had been awarded the Queen's Award for Voluntary Service,

# WHERE THE MONEY GOES

	EXPENDITURE 2020	£
EQUIPMENT & SUPPLIES	Theatres-Air Seal Surgical Smoke Evacuation Systems	39,690
	Speech&Language Therapy-TIMS Machine, Medical Imaging	15,870
	Horder Ward Furniture	10,180
	Vascular Access Team - Patient Procedure Trolley	8,585
	Clinical Engineering-Electrosurgical & Defibrillator Analysers	7,641
	Radiotherapy/Portering-Electric Patient Trolley	7,593
	Observation Monitors x 4	5,781
	Speech & Language Therapy-Swallowing Therapy Equipment	4,128
	Lymphoedema Services-Intermittent pneumatic compression pump	4,010
PATIENT & HOSPITAL AMENITIES	RDAC/Radiotherapy Support	3,680
	Patient Wellbeing-Aromatherapy Supplies	2,694
	Clinical Assessment-Acute Oncology -Fitbits	1,637
	Cafe and Shop Supplies donated to staff (Covid)	1,339
	Facilities-Maintenance of Roof Terraces and Gardens **	981
	Outpatients Staff Room Refurbishments	513
	Miscellaneous Costs	472
	Staff Training Courses re Scar Tissue Release	310
	Arts- Piano and Related Costs**	220
	Refreshments for Wellbeing Events	135
	Fresh Flowers	50
	<b>TOTAL AMENITIES AND EQUIPMENT PROVIDED</b>	<b>115,509</b>

Every year the Friends commits to spend anything between £200k and £250k on equipment, services and amenities for the benefit of patients, their carers and staff at The Royal Marsden, Chelsea.

Due mainly to Covid, 2020 was an exceptional year but the Friends remains committed to supporting the requests of the hospital via the 'Wish list' which is distributed to all Committee members and discussed in detail at each Committee meeting.

There is a total of nine committee meetings annually and in 2020 these were held remotely for the first time in the history of the Charity.

The Committee is responsible for deciding what it is appropriate to fund and will always request further details where necessary.

\*\* Ringfenced from the Rosemary Green Fund

# FINANCIAL SUMMARY

In 2020, before it paid for any amenities to benefit the hospital and its patients, the net income of the Friends of The Royal Marsden, Chelsea was £156,912 (2019: £295,864).

ACTIVITIES	2020 £	2019 £	Percentage change year over year
Donations and Subscriptions	62,884	92,572	-32%
Net Income: Legacies & Will Trusts	81,530	132,756	-39%
Net Income: Shop & Shop Trolley	13,537	20,960	-35%
Net Income: Café	1,923	33,503	-94%
Net Income: Fundraising Events & Sponsorship	13,512	39,965	-66%
Net Income: Miscellaneous	-8,156	2,341	-448%
Investment Income	1,387	2,534	-45%
Less: Salary and Support Costs	-9,706	-28,767	-66%
<b>Total</b>	<b>156,912</b>	<b>295,864</b>	<b>-47%</b>

The above Table shows that:

- Income from Donations and Subscriptions has decreased 32%.
- Income from Legacies and Will Trusts has decreased significantly due to a large legacy received in the previous year and a decrease in net income from the Campbell-Paterson Will Trust.
- Net Income from Core Activities decreased overall by 71%.
- The Shop and Trolley decreased by 35% as it was closed for several months during Covid and the Café decreased by 94%. Net income for the Cafe appears disproportionately low as in addition to being closed, it continued to supply cups to several clinical areas and also absorbed the charge for the depreciation of the Cafe Refurbishment.
- There was only one event held this year due to Covid and other fundraising was not possible thus a decrease of 66% from the prior year.
- Salary and Support Costs are significantly lower due to the effect of Covid and to the Coronavirus Job Retention Scheme contribution to Salary costs.
- Net Income, before Charitable Expenditure, decreased by 47%.



### **Financial Position at the Year End**

Despite the effect of the Coronavirus, Friends of The Royal Marsden, Chelsea (FORMC), continues to remain in a strong financial position at the year end, with a 6% increase in Accumulated Funds from £642,342 at 31 December 2019 to £678,236 at 31 December 2020. Cash and Deposits at year end are £659,159, a 4% increase from £635,825 at 31 December 2019. This strong cash position will help ensure the Friends continue to fulfill the objects of the Charity, as stated on page 3.

### **Reserves Policy**

Generally, the Restricted and Unrestricted funds of FORMC are available to be spent as the Trustees and Committee decide, the only exceptions being that:

- Restricted Funds: The funds provided by the Campbell-Paterson Will Trust must be spent on purchases of medical equipment.
- FORMC has chosen to ring-fence Mrs Rosemary Green's 2013 donation (£56,000) as it was Mrs Green's wish that the funds be used to pay for items that improve the patient's environment. These funds have a remaining balance of £16,399.
- FORMC has chosen to ring-fence the £100,000 legacy from Mrs Elizabeth Wiltshire in 2019 as it was intended to be spent on Gynaecological equipment.

After taking the above into account, FORMC does not hold any reserves. However it does aim to maintain a level of funds, £250,000 at present, that it considers necessary to protect current activities in a way that enables the Charity to meet its responsibilities and to ensure that it continues to operate on a 'Going Concern' basis without risk. The Charity does not consider that it has sufficient funds to initiate any sizeable long-term projects. If, however, such a project was to be presented, and deemed suitable, FORMC would consider amending its reserves policy to fulfil such a commitment.

### **Structure, Governance and Management**

FORMC is governed by the Objects and Rules as amended and altered by the members of FORMC at the Extraordinary General Meeting of FORMC held on 29 November 2007 and effective from 1 January 2008. The Objects and Rules have been amended and re-registered by the Charities Commission on the 6th November 2015. Trustees are nominated by the Committee of FORMC and shall comprise the President of the Friends and a minimum of three members nominated by the Committee for appointment at the Annual General Meeting. The Trustees have delegated the conduct and management of the affairs of FORMC to the Committee in accordance with the Objects and Rules.

### **Remuneration to Charity Trustees**

FORMC paid no remuneration or other benefits in kind to a Charity Trustee.

### **Relationships with other Charities**

The Royal Marsden NHS Foundation Trust has its own fundraising charity which concentrates on major capital projects and the support of research funds. The Trustees of FORMC consider that the income generating activities of their charity, as operated by the dedication of its volunteers, in providing highly visible services, are complementary to the work of the main hospital charity. A significant number of volunteers are recruited from former patients and their families and friends. FORMC meets from time to time with the Friends of other large London hospitals to discuss matters of common interest and to share ideas for providing services and fundraising.

### **Covid-19 response**

Due to Covid 19, FORMC ceased trading in the café and shop on 20th March 2020. Shop and Café stock is purchased on a rolling basis and staff are voluntary which limits risk. The shop reopened in June 2020 however, at the date of signing, the cafe is still closed but is currently scheduled to re-open later in 2021. FORMC continues

to receive subscription and donations and does not have significant fixed costs to fund other than paid staff who were furloughed for a number of months and who we now employ for 80% of the original hours. Of this, 25% is currently reclaimed from the government. Based on the above the Trustees have concluded that they can continue to adopt the going concern basis in preparing the annual report and financial statements and that the charity will continue for at least 12 months from the date the financial statements to 31 December 2020 are signed.

### **Trustees Responsibilities in Relation to the Financial Statements**

The Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

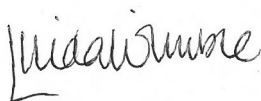
The law applicable to charities in England & Wales requires the Trustees to prepare Financial Statements for each financial year which give a true and fair view of the situation of the Charity and of the incoming resources and application of resources of the Charity for that period.

In preparing these Financial Statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 operation.

The Trustees are responsible for keeping proper accounting records that 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 Charities (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. 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.

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of Financial Statements may differ from legislation in other jurisdictions.



Linda Wimble, Co-Chair  
On behalf of the Trustees, 24<sup>th</sup> June 2021



Emma Rogers, Co-Chair  
On behalf of the Trustees, 24<sup>th</sup> June 2021

# INDEPENDENT AUDITORS REPORT

## Opinion

We have audited the financial statements of the Friends of the Royal Marsden, Chelsea (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

However, not all future events or conditions can be predicted. The Covid-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty or outcome. It is therefore difficult to evaluate all of the potential implications on the Charity's trade, customers, suppliers and wider economy. The Trustees' view on the impact of Covid is disclosed on page 21.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees annual report, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees Responsibilities set out on page two, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### **Auditors' responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:



We gained an understanding of the legal and regulatory framework applicable to the charity and the industry in which it operates, and considered the risk of acts by the charity that were contrary to applicable laws and regulations, including fraud. We discussed with the Treasurer the policies and procedures in place regarding compliance with laws and regulations. We discussed amongst the audit team the identified laws and regulations, and remained alert to any indications of non-compliance.

During the audit we focused on laws and regulations which could reasonably be expected to give rise to a material misstatement in the financial statements, including, but not limited to, the Charities Act 2011 and UK tax legislation. Our tests included agreeing the financial statement disclosures to underlying supporting documentation and enquiries with management.

Our procedures in relation to fraud included but were not limited to: inquires of management whether they have any knowledge of any actual, suspected or alleged fraud, and discussions amongst the audit team regarding risk of fraud such as opportunities for fraudulent manipulation of financial statements. We determined that the principal risks related to posting manual journal entries to manipulate financial performance and management bias through judgements in accounting estimates. We also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of bias by the trustees that represented a risk of material misstatement due to fraud.


Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Auditors.

#### **Use of our report**

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. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Signed:



Date: 24<sup>th</sup> June 2021

Jane Wills FCA MA (Senior Statutory Auditor)  
for and on behalf of Haines Watts Chartered Accountants  
Statutory Auditor  
Aissela, 46 High Street  
Esher, Surrey  
KT10 9QY

Haines Watts Kingston LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

**Statement of Financial Activities for the year ended 31 December 2020**

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
<b>INCOME and ENDOWMENTS</b>					
INCOME FROM					
Donations and Legacies	2	129,384	22,204	151,587	233,929
Charitable Activities					
Refreshment Bars, Shop and Fundraising	2	70,052	-	70,052	205,179
Other Trading Activities	2	19,821	-	19,821	14,558
Investments	2	1,319	68	1,387	2,534
<b>TOTAL INCOME and ENDOWMENTS</b>		<b>220,575</b>	<b>22,272</b>	<b>242,847</b>	<b>456,200</b>
<b>EXPENDITURE ON</b>					
Trading and Fundraising Costs	3	72,189	13,746	85,935	160,336
Charitable Activities	3	121,018	-	121,018	218,280
<b>TOTAL RESOURCES EXPENDED</b>		<b>193,207</b>	<b>13,746</b>	<b>206,953</b>	<b>378,616</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>27,368</b>	<b>8,526</b>	<b>35,894</b>	<b>77,584</b>
<b>RECONCILIATION OF FUNDS</b>					
TOTAL FUNDS BROUGHT FORWARD AT 1 JANUARY 2020		571,045	71,297	642,342	564,758
<b>TOTAL FUNDS CARRIED FORWARD AT 31 DECEMBER 2020</b>		<b>598,413</b>	<b>79,823</b>	<b>678,236</b>	<b>642,342</b>

The Statement of Financial Activity includes all gains and losses recognised in the year.


The notes on pages 28-34 form part of these Financial Statements.

## Balance Sheet for the year ended 31 December 2020

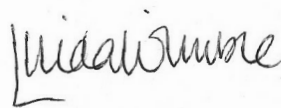
	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
<b>FIXED ASSETS</b>					
Tangible Fixed Assets	6	41,570	-	41,570	31,497
<b>Total Fixed Assets</b>		<b>41,570</b>	<b>-</b>	<b>41,570</b>	<b>31,497</b>
<b>CURRENT ASSETS</b>					
Stocks		2,982	-	2,982	4,266
Debtors and Prepayments	7	9,524	15,872	25,396	47,459
Short Term Deposits		330,985	11,774	342,759	341,258
Cash at Bank and in hand		263,470	52,930	316,400	294,567
<b>Net Current Assets</b>		<b>606,961</b>	<b>80,576</b>	<b>687,537</b>	<b>687,550</b>
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	8	50,118	753	50,871	76,705
<b>NET ASSETS</b>		<b>598,413</b>	<b>79,823</b>	<b>678,236</b>	<b>642,342</b>
<b>REPRESENTED BY:</b>					
Restricted and Unrestricted Funds		598,413	79,823	678,236	642,342
<b>ACCUMULATED FUNDS AT 31 DECEMBER 2020</b>		<b>598,413</b>	<b>79,823</b>	<b>678,236</b>	<b>642,342</b>

The notes on pages 28-34 form part of these Financial Statements.

The Financial Statements were approved by the Trustees on 24th June 2021 and signed on their behalf by:



Margaret Lalor  
Honorary Treasurer & Trustee



Linda Wimble  
Co-Chair & Trustee

## Notes to the Financial Statements for the year ended 31 December 2020

### 1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the Financial Statements are as follows:

#### 1.1 Basis of Preparation

Friends of The Royal Marsden, Chelsea is an unincorporated Charity registered in England. The address of the registered office is given in the Charity information on page 4 of these Financial Statements.

The Charity constitutes a public benefit entity as defined by FRS 102.

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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The Financial Statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The Financial Statements are presented in sterling which is the functional currency of the Charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these Financial Statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### 1.2 Fund Accounting

Unrestricted Funds are funds that are available for use at the discretion of the Trustees to advance the general objectives of the Charity and that have not been designated for other purposes.

There is one Restricted Fund, the WL Campbell-Paterson Will Trust, under which the FORMC is required to use all income from the Trust to provide medical equipment to The Royal Marsden NHS Foundation Trust. However, with the consent of the Charity Commissioners, FORMC had agreed that Mrs Barbara Marriott, the only daughter of the deceased, should receive, during her lifetime, one quarter of the net income received from the WL Campbell-Paterson Will Trust by the Friends of The Royal Marsden, Chelsea. However, Mrs Barbara Marriott passed away in 2019 at which point this agreement terminated. Also ring-fenced but still held in unrestricted funds is £16,399, which is the amount remaining of the £56,000 donation Mrs Rosemary Green made in 2013. These funds are earmarked for spending that will directly benefit the well-being of the patients.

#### 1.3 Accounting Policies

**INCOMING RESOURCES:** All incoming resources are included in the Statement of Financial Activities when FORMC is entitled to the income and the amount can be measured with sufficient reliability. Legacies are included when the Friends are advised by the personal representative of an estate that payment will be made, or property transferred and the amount involved can be quantified.

Where incoming resources have related expenditure, as with fundraising, the incoming resources and related expenditure are reported gross in the Statement of Financial Activities.

Donations are only included in the Statement of Financial Activities when the Charity has unconditional entitlement to the resources.

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Donated services and facilities are only included in incoming resources, with an equivalent amount in resources expended, where the benefit to the Charity is reasonably quantifiable, measurable and material.



## Notes to the Financial Statements for the year ended 31 December 2020

The value placed on these resources is the estimated value to the Charity of the service or facility received. The value of any voluntary help received is not included in the accounts but is described in the Trustees' Annual Report. Investment income is included in the accounts when receivable.

**RESOURCES EXPENDED:** All expenditure is accounted for on an accrual basis and included under expense categories that aggregate costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

**VALUE ADDED TAX:** Income and Expenditure are shown net of recoverable VAT.

**ASSETS:** Tangible fixed assets are capitalised if they can be used for more than one year and cost more than £500. They are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis: Café equipment - 25% straight line over four years; Café refurbishment and Shop refurbishment - 10% straight line over ten years. Stocks are valued at the lower of cost or market value.

**FINANCIAL INSTRUMENTS:** Financial assets and financial liabilities are recognised in the balance sheet when the charity becomes a party to the contractual provisions of the instrument. Trade and other debtors and creditors are classified as basic financial instruments and measured at initial recognition at transaction price. Cash and cash equivalents are classified as basic financial instruments and comprise cash in hand and at bank. Financial liabilities are classified in accordance with the substance of the contractual arrangements entered into and the definitions of a financial liability.

**GRANT INCOME:** Grant income is recognised under the accrual model of Financial Reporting Standard 102. Grant income is recognised in the profit and loss account on a systematic basis over the period in which the company recognises the related costs for which the grant is intended to compensate.

**GOING CONCERN:** The financial statements have been prepared on a going concern basis. The Trustees have reviewed and considered the consequences of Covid-19 and other events and conditions, and have determined that they do not create a material uncertainty that casts significant doubt upon the entity's ability to continue as a going concern.

**OPERATING LEASE AGREEMENTS:** Rentals payable under operating leases are charged against income on a straight line basis over the term of the lease.

**PENSION COSTS:** The company provides the staff with the benefit of a defined contribution pension which is paid into either the company pension scheme or a scheme of their choice. The scheme is managed, and their assets are held, by independent managers. The pension charge represents contributions due from the company and amounted to £241 (2019 - £271). Contributions payable to the company's pension scheme are charged in the period to which they relate.

## Notes to the Financial Statements for the year ended 31 December 2020

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
<b>2. INCOME FROM DONATIONS and LEGACIES</b>						
Subscriptions	22,349	-	22,349	26,845	-	26,845
Donations	40,535	-	40,535	65,727	-	65,727
Legacies	66,500	-	66,500	100,000	-	100,000
WL Campbell-Paterson Will Trust	-	22,204	22,204	-	41,357	41,357
<b>TOTAL DONATIONS AND LEGACIES</b>	<b>129,384</b>	<b>22,204</b>	<b>151,587</b>	<b>192,572</b>	<b>41,357</b>	<b>233,929</b>
<b>OTHER TRADING ACTIVITIES</b>						
Friends Shop & Trolley	38,730	-	38,730	60,801	-	60,801
Friends Café	20,687	-	20,687	95,297	-	95,297
Young Friends Event	10,460	-	10,460	1,200	-	1,200
Grand Sale	-	-	-	798	-	798
Summer Drinks Party	-	-	-	28,477	-	28,477
Ride London	-	-	-	4,209	-	4,209
Carol Concert	20	-	20	3,292	-	3,292
Quiz Evening	-	-	-	4,090	-	4,090
Dunsborough Park Outing	-	-	-	1,356	-	1,356
Lulu Guinness Bags	-	-	-	1,563	-	1,563
Hobbies Trolley	123	-	123	1,365	-	1,365
Miscellaneous Income	-	-	-	2,630	-	2,630
Easyfundraising	31	-	31	101	-	101
<b>TOTAL INCOME FROM CHARITABLE ACTIVITIES</b>	<b>70,052</b>	<b>-</b>	<b>70,052</b>	<b>205,179</b>	<b>-</b>	<b>205,179</b>
<b>OTHER TRADING ACTIVITIES</b>						
Coronavirus Job Retention Grant	8,721	-	8,721	-	-	-
Sponsorship	11,100	-	11,100	14,558	-	14,558
<b>TOTAL OTHER TRADING ACTIVITIES</b>	<b>19,821</b>	<b>-</b>	<b>19,821</b>	<b>14,558</b>	<b>-</b>	<b>14,558</b>
<b>INCOME from INVESTMENTS</b>	<b>1,319</b>	<b>68</b>	<b>1,387</b>	<b>2,373</b>	<b>161</b>	<b>2,534</b>

## Notes to the Financial Statements for the year ended 31 December 2020

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
<b>3. TRADING AND FUNDRAISING COSTS</b>						
Friends Shop & Trolley	25,193	-	25,193	39,841	-	39,841
Friends Café	18,764	-	18,764	61,794	-	61,794
Salary & Support Costs *	18,047	-	18,047	25,749	-	25,749
Portfolio Fees	-	7,174	7,174	-	8,601	8,601
Churchill War Rooms	-	-	-	245	-	245
Dogtails in the Park	-	-	-	245	-	245
Young Friends Event	8,067	-	8,067	-	-	-
Grand Sale	-	-	-	38	-	38
Summer Drinks Party	-	-	-	16,023	-	16,023
Ride London	-	-	-	1,012	-	1,012
Carol Concert	-	-	-	126	-	126
Dunsborough Park Outing	-	-	-	200	-	200
Lulu Guinness Bags	-	-	-	1,687	-	1,687
Miscellaneous	1,739	6,572	8,311	1,191	565	1,756
Marketing	380	-	380	3,019	-	3,019
<b>TOTAL TRADING AND FUNDRAISING COSTS</b>	<b>72,189</b>	<b>13,746</b>	<b>85,935</b>	<b>151,170</b>	<b>9,166</b>	<b>160,336</b>
<b>CHARITABLE ACTIVITIES</b>						
<b>AMENITIES AND EQUIPMENT PROVIDED</b>						
Theatres- Air Seal Surgical Smoke Evacuation Systems	39,690	-	39,690			
Speech&Language Therapy- TIMS Machine -Medical Imaging	15,870	-	15,870			
Horder Ward Furniture	10,180	-	10,180			
Vascular Access Team- Patient Procedure Trolley	8,585	-	8,585			
Clinical Engineering– Electrosurgical & Defib Analyzers	7,641	-	7,641			
Radiotherapy/Portering- Electric Patient Trolley	7,593	-	7,593			
Observation Monitors x 4	5,781	-	5,781			
Speech&Language Therapy- Swallowing Therapy Equipment	4,128	-	4,128			
Lymphoedema Services- Intermittent pneumatic compression pump	4,010	-	4,010			
RDAC/Radiotherapy Support	3,680	-	3,680			
Patient Wellbeing- Aromatherapy Supplies	2,694	-	2,694			
Clinical Assessment- Acute Oncology-Fitbits	1,637	-	1,637			
Cafe and Shop Supplies donated to staff (Covid 19)	1,339	-	1,339			
Facilities- Maintenance of Roof Terraces and Gardens **	981	-	981			
Outpatients Staff Room Refurbishments	513	-	513			
Miscellaneous Costs	472	-	472			
Staff Training Courses re Scar Tissue Release	310	-	310			
Arts- Piano and Related Costs**	220	-	220			
Refreshments for Wellbeing Events	135	-	135			
Fresh Flowers	50	-	50			
<b>TOTAL AMENITIES AND EQUIPMENT PROVIDED</b>	<b>115,509</b>	<b>-</b>	<b>115,509</b>	<b>189,720</b>	<b>23,474</b>	<b>213,194</b>
<b>GOVERNANCE COSTS</b>						
AGM costs	559	-	559	591	-	591
Audit costs	4,950	-	4,950	4,495	-	4,495
<b>TOTAL GOVERNANCE COSTS</b>	<b>5,509</b>	<b>-</b>	<b>5,509</b>	<b>5,086</b>	<b>-</b>	<b>5,086</b>
<b>TOTAL CHARITABLE ACTIVITIES</b>	<b>121,018</b>	<b>-</b>	<b>121,018</b>	<b>194,806</b>	<b>23,474</b>	<b>218,280</b>

\* Included in Support Costs is Enil (2019: £235) payable to the auditors in relation to other financial services provided during the year.

\*\* Ringfenced from the Rosemary Green Fund

## Notes to the Financial Statements for the year ended 31 December 2020

### 4. STAFF COSTS

	2020	2019
	£	£
<b>Staff Costs were as follows:</b>		
Salary	15,672	18,199
Employers Pension Costs	241	271
<b>Total Staff Costs</b>	<b>15,913</b>	<b>18,470</b>

The average number of employees during the year was two (2019- two).

### 5. TRANSACTIONS WITH TRUSTEES

During the year no Trustee received any remuneration (2019- none).

During the year no Trustee received any benefits in kind (2019- none).

During the year no Trustee expenses were reimbursed or paid by the Charity (2019- none).

### 6. TANGIBLE FIXED ASSETS

	Café & Shop Equipment 2020 £
<b>COST</b>	
Balance brought forward	47,956
Additions during the year	17,103
Disposals during the year	(2,690)
<b>Balance carried forward</b>	<b>62,369</b>
<b>ACCUMULATED DEPRECIATION</b>	
Balance brought forward	16,459
Charge during the year	6,166
Disposals during the year	(1,826)
<b>Balance carried forward</b>	<b>20,799</b>
<b>NET BOOK VALUE AS AT 31 DECEMBER 2020</b>	<b>41,570</b>
<b>NET BOOK VALUE AS AT 1 JANUARY 2020</b>	<b>31,497</b>

### 7. DEBTORS

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Trade Debtors	297	-	297	2,748
Prepayments	8,831	-	8,831	1,128
Other Debtors	396	15,872	16,268	43,583
<b>Total</b>	<b>9,524</b>	<b>15,872</b>	<b>25,396</b>	<b>47,459</b>

## Notes to the Financial Statements for the year ended 31 December 2020

### 8. CREDITORS

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Trade Creditors	1,707	-	1,707	9,964
Accruals	31,049	-	31,049	10,774
Other Creditors	17,362	753	18,115	54,440
Taxation & Social Security	-	-	-	1,527
<b>Total</b>	<b>50,118</b>	<b>753</b>	<b>50,871</b>	<b>76,705</b>

### 9. CHARITABLE COMMITMENTS

At December 31 2020, FORMC had agreed to fund the following items for the hospital:

	2020 £
Gynaecology equipment	100,000
RDAC/Outpatients - Patient Procedure Trolley	8,350
Arts- 2020 Arts Forum Funding	5,000
Outpatient Clinic Chairs	680
Therapists Training Course	372
Occupational Therapy- 50 Handheld Fans	287
<b>TOTAL OUTSTANDING COMMITMENTS AT 31 DECEMBER 2020</b>	<b>114,689</b>
<b>TOTAL OUTSTANDING COMMITMENTS AT 31 DECEMBER 2019</b>	<b>47,050</b>

FORMC also supports the hospital patients and staff by providing ongoing payments for many other routine costs in and around the hospital such as:

- RDAC/Radiotherapy- Complementary Hot Drinks
- Refreshments for Well-being Events
- Piano- Maintenance\*
- Various items for Complimentary Therapies
- Roof Terraces and Gardens- Maintenance\*

\* Money donated by the Rosemary Green Fund

### 10. OPERATING LEASES

Total future minimum lease payments under non-cancellable operating leases fall due as follows:

	2020 £	2019 £
Within one year	4,308	444
Between one and 5 years	7,072	-
More than five years	-	-
<b>TOTAL OPERATING LEASES</b>	<b>11,380</b>	<b>444</b>

Total operating lease expenditure included in the Statement of Financial Activities is £2,613 (2019: £444).



## Notes to the Financial Statements for the year ended 31 December 2020

### 11. DONATED SERVICES

Friends of The Royal Marsden, Chelsea received various free services from the hospital which, although theoretically possible, would be difficult to value, and therefore this is not considered to be worthwhile. These donated services consist of:

Space for a small shop, shop stock, a small café, a small office and storage;

Payment on postage of outgoing mail;

Three computers, all of which are linked to the hospital network; two printers and, as necessary, computer service support.

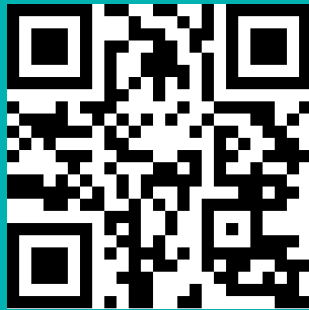
We also received a number of artificial flower bouquets on loan from Oka Furniture & Accessories which are to be renewed on a six monthly basis. Again it is difficult to put a value on these as they are on loan and exchanged regularly.

### 12. RELATED PARTIES

Included in Income and Endowments is £724 (2018: £1,602) donated by Trustees during the year.

# Donate today

And help us to provide equipment, services and amenities for the benefit of patients, their carers and staff at The Royal Marsden, Chelsea



Use your smart phone to  
scan the QR code above  
and donate to the  
Friends.

# Thank you

### **BECOME A FRIEND**

Would you like to join Friends of The Royal Marsden, Chelsea  
as a volunteer or a non-volunteering member?

Sign up on [www.formc.uk](http://www.formc.uk)

### **BECOME A CORPORATE MEMBER**

Would you like to support a local charity as part of your  
corporate & social responsibility programme?

email us: [friendsroyalmarsden@gmail.com](mailto:friendsroyalmarsden@gmail.com)

### **SUPPORT US**

Don't miss out on forthcoming events.

Check out for updates on [formc.uk](http://formc.uk)

### **DONATE**

Every donation really does make a difference.

Scan the QR code below with your smart phone camera to make  
an immediate donation



Registered Charity No: 222613