

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2023
for
The Skin Cancer Research Fund (SCaRF)

SCaRF Annual Report and Accounts 2022-2023

The Skin Cancer Research Fund (SCaRF)

Contents of the Financial Statements

for the Year Ended 31 March 2023

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The Skin Cancer Research Fund (SCaRF)

Report of the Trustees

for the Year Ended 31 March 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number 284582

Principal address

SCaRF Office
Pines and Steps Building
Southmead Hospital
Bristol
BS10 5NB

Patrons:

The Lord Mayor of Bristol

Mr B E Hockin MBE

Trustees:

Mr A Hancock IEng HonFSOE HonFI Plant E

Mrs L Knowles SRN

Dr K Finucane

Dr H Audrain

Mr A Orlando

Mr J Pleat (Chairman)

Mr B J McGinn (Hon Treasurer)

Medical Advisors:

Dr Adam Bray Dermatologist

Mr Sankhya Sen Consultant Plastic Surgeon

Scientific Advisors:

Prof P Martin Professor of Cell Biology (Bristol)

Administrator and Registered Office:

SCaRF Annual Report and Accounts 2022-2023

Steve Hollyman
SCaRF Office
Pines and Steps Building
Southmead Hospital
BRISTOL
BS10 5NB
Telephone: 0117 4148755
E-mail: scarf@nbt.nhs.uk
Web site: SkinCancerResearch.org
Registered Charity No: 284582

Bankers: Barclays Bank PLC, 14/16 Queen Square, Bristol BS99 7AJ

The Skin Cancer Research Fund (SCaRF)
Report of the Trustees
for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and Management

The Charity is regulated by Trust Deed dated 16 February 1982 as varied by schemes of the Charity.

Commission of 13 May 1987, 8 January 1991, and 25 May 1995. Meetings of the full Board of Trustees were held periodically throughout the year.

The day-to-day business of the charity is carried out by the SCaRF Administrator in accordance with Policy of the Charity Commission and Guidelines agreed by the Trustees. These guidelines are constantly under review to reflect external changes, including banking requirements and Charity Commissioners updates.

The Chairman and Vice Chairman are elected for three years in accordance with the procedure laid down in the Guidelines agreed by Trustees. The Hon Treasurer is appointed by the Trustees for a period of three years. The current Chairman was appointed during 2020, but due to business stagnation caused by COVID 19, it has been agreed to extend his tenure by 2 years. The Hon. Treasurer post is appointed by the Trustees, for a maximum period of 3 years, and the present incumbent was appointed during September 2019 – again the effects of COVID 19 has led to an extension to the post holder. We are actively seeking a new appointment to these positions.

Recruitment, appointment, and induction of new trustees

Selection and appointment of Trustees is by invitation of the existing Trustees to individuals known to have an interest in and or technical knowledge appropriate to satisfying the aims and objectives of the Charity, and for whom they may have talents and areas of expertise under-represented amongst the other Trustees. If the invited candidate is willing to become a Trustee, their appointment is then ratified at the next regular Trustees' meeting. On appointment, new trustees are given background information and a history of the Charity.

Commission publications about the responsibilities of Trustees and background to topics currently under consideration. Whilst no formal training exists, on the job involvement in the day-to-day affairs of SCaRF ensure that new trustees are quickly assimilated into the work of the charity. The appointment and induction of new trustees has occurred infrequently because we have been lucky enough to retain our trustees for long periods and in the past, it has been a rather informal process.

There have been no new Trustees appointed during the period 2022-2023.

Currently there are seven Trustees appointed, and the Constitution of the Trust requires there to be a maximum of eleven, and a minimum of five, Trustees in post.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Trustees adopted a Policy of Risk Management in January 2007 which is reviewed annually. The last time this was carried out was in March 2020. Responsibility for the management of risk falls to the trustees collectively. Historically the trustees, understanding that all risks cannot be mitigated, have operated in such a way as to expose the charity to a negligible financial risk while balancing a reasonable return on investment and retaining financial flexibility. This facilitates a reasonable reserve of funding for projects at times of demand. The policy adopted by the Trustees continues with this philosophy. The policy was reviewed and confirmed in March 2016 with minor updating.

Risk assessment of the SCaRF Office working environment continues to be undertaken by North Bristol NHS Trust and is reviewed periodically. Any remedial actions required are undertaken. The SCaRF Secretary attends Mandatory Training sessions as required by North Bristol NHS Trust on subjects such as Health and Safety, Fire Safety, Waste Management, etc.

Organisers of SCaRF events are responsible for conducting a risk assessment for individual events in accordance with the requirements of the charity's insurance company. SCaRF supporters participating in sponsored events organised by third parties are responsible for making sure that they and the organisers of the event have appropriate indemnity.

All SCaRF documentation and web information is regularly reviewed to assure that it is contemporaneous, factually correct and complies with the precepts of the Information Commissioners.

OBJECTIVES AND ACTIVITIES

Objectives and aims of The Skin Cancer Research Fund

SCaRF aims to promote research into the causes, prevention, and treatment of skin cancer generally, and malignant melanoma, in particular. It aims to publish the results of such research and thus to help significantly cut the number of new cases of skin cancer each year in the UK. As a result, a secondary target is to reduce significantly the number of deaths from the disease.

A simultaneous aim is to assist in raising awareness of skin cancer through educational programmes.

PUBLIC BENEFIT AT THE HEART OF OUR CHARITY

Skin cancer is a very common form of cancer and worrying for all those affected by it, including their friends and family. For the unfortunate few who have the most serious and life-threatening form of skin cancer, malignant melanoma, the affects can be devastating physically, psychologically, and financially.

Since its formation, SCaRF has worked towards the objective of reducing the number of people being diagnosed with skin cancer, especially malignant melanoma, and reducing the number of deaths from the disease. Although we are a long way from finding a cure for all forms of skin cancer, new treatments are now becoming available for some forms of life-threatening malignant melanoma, which are helping people live longer with the disease. SCaRF has materially contributed to the

development of new therapeutic approaches by, for example, funding research projects have which have established the response of melanoma cells to novel drugs. The trustees confirm that they have considered the guidance of the Charity Commission and confirm the public benefit of the charity's work. Our work on this front is evidenced by the regular positive feedback we have from patients and their families. Moreover, as a reflection of the importance of the funded project streams, after initial seed funding, many have subsequently achieved recognition in the form of much larger grants administered by national bodies. A 'pump priming' approach to basic research has yielded significant returns in relation to early discoveries about skin cancer. In summary, the trustees believe that the potential humanitarian, public benefit of our research strategy is a testament to our commitment to the underlying precepts of improving the outcome for patients afflicted by skin cancer in all its forms.

Organisation

SCaRF continues to be accommodated under the auspices of North Bristol NHS Trust for administrative purposes, but is a fully independent and self-governing charity, registered with the Charity Commission.

Income generation

Income generation was £344,881 due to the receipt of two significant legacy donations of £42,957 and £237,500. Remaining income arose from the continued support of regular donors and a small element of investment income. The Trustees remain very grateful for the continued support of a range of new and established benefactors.

The Skin Cancer Research Fund (SCaRF)

Report of the Trustees

for the Year Ended 31 March 2023

Education and Awareness

The Trustees believe that educating young people on the importance of safety in the sun and skin cancer prevention. In recent years, several presentations to local sixth form students have been delivered by trustee clinicians. Unfortunately, during the COVID-19 pandemic, such presentations were not possible to deliver and although restrictions relating to COVID-19 were largely lifted in March 2022, our programme of rolling presentations has yet to recommence. During the coming year the Trustees will consider options for restarting these presentations, as they consider them an important element of delivering the objectives of the charity.

Research

The new policy for research grant consideration came into force on the 1st April 2017 with award of research grants considered twice a year with closing date for receipt of applications being 30th March and 30th September. The funding round in the period attracted two interesting and varied applications which were then sent out to our scientific advisors for blinded review and comment. The Trustees are primarily looking at the potential of “pump-priming” projects so that the applicant can produce provisional, ground-breaking data to support a later, more substantial application to some of the larger medical research charities. It is hoped that SCaRF-funded research can lead to rapid clinical translation to improve the treatment and outcome for melanoma.

Both applications were successful, being:

1. Pennylouise Hever @ £5000 for:

Desmoplastic melanoma (DM) is a unique and incongruent variant of cutaneous melanoma, and as such the optimal management has been unclear. Recent investigation into its genetics, histology and clinical course has led to evolution in clinical management over the past five years. It requires specific management strategies, and current published melanoma guidelines fail to address these. Dr Hever proposed an international, multi-centre retrospective cohort study, designed to evaluate management of desmoplastic melanoma and outcomes in the UK, Australia, and the USA.

The primary objectives of our study are being used to determine:

- 1) The incidence of DM in cohorts from the UK, USA and Australia.
- 2) sentinel lymph node (a means of assessing the spread of melanoma) positivity rates in DM
- 3) Rates of recurrence following removal with standard surgical margins.
- 4) The efficacy of adjuvant therapies including post-operative radiotherapy and systemic adjuvant therapies.

The secondary objective of this study was to develop a best practice guideline for the management of DM.

2. Adam Hurlstone @ £22,223 for:

A project that centred around the CAR-T cells which have already revolutionised the treatment of B-cell malignancies. In essence, CAR-T cells are normal immune cells that are adapted to recognise and target cells which are exhibiting antigen malignant change. The supported PhD student is developing CAR-T cell therapeutics that target CD146, an antigen on the surface of cancer cells, as a potential treatment for skin cancer.

The proposal is to use CRISPR (a means of genetic engineering) technology to swap the mouse domain CD146 with human CD 146. In this way, it is hoped that a model will be created that will give rapid and powerful insights into how melanoma cells develop and can be targeted with the immune system.

Reserve Policy

The nature of skin cancer research is long-term, unpredictable in terms of outcome; it requires financial support which can accommodate successive stages of a project stream without imposing challenges on predicted capital. Flexibility is required on the part of the grant-giving body to ensure that full support is given to the researcher to enable them to reach satisfactory conclusions. In view of this, it is very difficult to prejudge financial reserves with absolute certainty. Correspondingly, it will be our intention to re-assess the reserves policy annually, to ensure that we reflect the most recent experience in both levels of income and demand for investment in research. For the purposes of this policy the definition of “reserves” shall be all funds committed to ongoing projects or administrative overheads.

Minimum Reserves

The minimum reserves will be the sum of all grants already promised / committed plus the sum of two years' administrative costs. At the present time, this amounts to £53,000.

The core funding for SCaRF comes from local groups of supporters and increasingly from direct donations through portals such as www.justgiving.com. Another source of funding comes from legacies and endowments from estates, which although very valuable, are by their very nature, infrequent and unreliable. The Trustees believe that it is prudent to set SCaRF maximum reserve at a relatively high level to ensure that the charity does not come under financial pressure should existing beneficiaries require additional, approved funding to achieve satisfactory outcomes. The level of reserve should also allow capital for the uncertainties of a reduced level of income from sources such as bequests; should there be a down-turn in income and to enable the continuation of on-going research programmes to enable it to meet its objectives. Therefore, we are setting our reserve level at £200,000.

The Skin Cancer Research Fund (SCaRF)
Report of the Trustees,
for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

FINANCIAL REVIEW

Overview for 2022/23

The charity delivered a surplus for the year of £288,975 which increased the accumulated fund to £523,044. The result compared with a deficit of £25,697 in the previous year. Total income for the year was £344,881. Legacies amounted to £316,457 in the year (2022: £nil) and other fund-raising channels also delivered £55,657.

The Trustees have invested time and money in developing alternative fund-raising and awareness channels through social media and traditional web approaches ([SCaRF \(skincancerresearch.org\)](https://www.skincancerresearch.org)).

Total expenditure for the year was £55,906, an increase of £12,334 on the previous year. Research projects were supported during the year, with contributions of £47,195 (2022: £40,285).

Administration expense were 2.5% of total income. The annual average for administration costs since SCaRF was established is now 10.7% of total income.

Total income and expenditure of SCaRF since it was established has been as follows: -

Income	2,208,265
Expenditure	1,685,221
Accumulated funds	523,044

Expenditure analysis

Administration	235,325
Fund-raising	109,096
Research	1,276,387
Health education	<u>64,413</u>
Total	1,685,221

FUTURE DEVELOPMENTS

Priorities for the year 2023/24

This year we are endeavouring to be more productive in our research and educational activities. As such:

- the trustees are committed to raising the profile of the charity with regards to being a national source of funding for cutting-edge skin cancer research. To this end, we have commenced a media drive to advertise the nature of our work to potential collaborators. Currently, this includes the targeting of regional and national multidisciplinary skin cancer teams within an NHS setting to

encourage grant applications for projects which fall within our remit. It has been decided that to attract applications from a range of professionals with both clinical and laboratory-based projects, the nature of the grants will be more flexible in nature. For example, this may entail support for a significant, multi-year lab-based project stream to investigate skin cancer pathology, or, in another form, small, hospital-based projects to identify components of clinical care that may benefit from optimisation.


- We will continue to disseminate the findings of the research we support on social media channels including Facebook ([Skin Cancer Research Fund - SCaRF | Bristol | Facebook](#)) and Twitter.

- We will deliver an excellent service to our research grant applicants including a thorough and independent assessment of their project from our scientific advisory committee and even for unsuccessful proposals, constructive feedback about developing their ideas. Once a grant has been awarded, we work with our partner to ensure seamless distribution of funds and where appropriate, giving a visible platform for exciting, early discoveries.

- We will deliver more education to sixth form students as we reinvigorate our teaching programme. The long-term goals are to stimulate sensible behaviour in the sun and early detection of skin cancer in susceptible individuals.

- We will maintain the new website so that it remains dynamic, engaging. To this end we are looking to create a series of short videos to answer a diverse range of frequently asked questions in the spheres of skin cancer prevention, detection and treatment.

Approved by order of the board of trustees on 18 March 2024 and signed on its behalf by:



DR. J. M. PLCAT

Chairman

Independent Examiner's Statement
The Skin Cancer Research Fund (SCaRF)
for the Year Ended 31 March 2023

INDEPENDENT EXAMINER'S REPORT

I report to the Trustees on my examination of the financial statements of the above charity ("SCaRF") for the year ended 31 March 2023.

Responsibilities and basis of report: As the charity's trustees, 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 Trusts accounts carried out under section 145 of the 2022 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5) 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
 - the accounts did not accord with the accounting records; or
 - the accounts did 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.

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A R Dicker

Signed:

Date: 23 May 2024

Name: **Anthony Robin Dicker**

Relevant professional qualification(s) or body: **Chartered Accountant, Fellow member of The Institute of Chartered Accountants in England and Wales. (FCA)**

The Skin Cancer Research Fund (SCaRF)

Statement of Financial Activities for the Year Ended 31 March 2023

	Notes	31 March 2023	31 March 2022
		£	£
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income		344,632	17,864
Investment income	2	<u>249</u>	<u>11</u>
Total incoming resources		344,881	17,875
RESOURCES EXPENDED			
Charitable activities	3		
Research expenditure		47,195	40,286
Governance costs		<u>8,711</u>	<u>3,286</u>
Total resources expended		<u>55,906</u>	<u>43,572</u>
NET (DEFICIT) / SURPLUS FOR THE YEAR		288,975	(25,697)
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>234,069</u>	<u>259,766</u>
TOTAL FUNDS CARRIED FORWARD		<u>523,044</u>	<u>234,069</u>

The notes form part of these financial statements

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The Skin Cancer Research Fund (SCaRF)

Balance Sheet as at 31 March 2023

	Notes	31 March 2023	31 March 2022
CURRENT ASSETS			
Cash		<u>523,044</u>	<u>234,069</u>
		523,044	234,069
NET CURRENT ASSETS		<u>523,044</u>	<u>234,069</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>523,044</u>	<u>234,069</u>
NET ASSETS		<u>523,044</u>	<u>234,069</u>
 FUNDS			
Unrestricted funds	6	<u>523,044</u>	<u>234,069</u>
TOTAL FUNDS		<u>523,044</u>	<u>234,069</u>

Trustee

The financial statements were approved by the Trustees on 18 March 2024 and were signed on its behalf by:



DR. J. M. PLCAT

Chairman

Date 18 March 2024

The Skin Cancer Research Fund (SCaRF)

Report of the Trustees

for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Accounting convention.

The financial statements have been prepared under the historical cost convention, and in accordance with the 'Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the 'requirements of the Statement of Recommended Practice, Accounting and Reporting by charities'.

Incoming resources.

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled 'to the income and the amount can be quantified with reasonable accuracy.'

Resources expended.

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.'

Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

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, closely defined purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

	31 March 2023	31 March 2022
	£	£
2. INVESTMENT INCOME		
Deposit account interest	<u>249</u>	<u>11</u>
	<u>249</u>	<u>11</u>

The notes form part of these financial statements

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Report of the Trustees
for the Year Ended 31 March 2023

3. CHARITABLE ACTIVITIES COSTS

	Direct costs	Grant funding of activities	Support costs	Totals
	£	£	£	£
Research expenditure	-	47,195	-	47,195
Governance costs	<u>293</u>	-	<u>8,418</u>	<u>8,711</u>
	<u>293</u>	<u>47,195</u>	<u>8,418</u>	<u>55,906</u>

	31 March 2023	31 March 2022
	£	£
Research expenditure (specified benefactor of grant)		
Ladame	20,000	
Hurlstone	13,107	
Matin	14,088	
	<u>47,195</u>	<u>29,447</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023, nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022

	£	£
5. STAFF COSTS		
Wages and salaries	<u>8418</u>	<u>2,105</u>
The average monthly number of employees during the year was as follows.		
Administration	<u>1</u>	<u>1</u>
No employees received emoluments in excess of £60,000.		

The notes form part of these financial statements

The Skin Cancer Research Fund (SCaRF)

Report of the Trustees

for the Year Ended 31 March 2019

6. MOVEMENT IN FUNDS

	1 April 2022	Net movement in funds	31 March 2023
	£	£	£
Unrestricted funds			
General fund	<u>234,069</u>	<u>288,975</u>	<u>523,044</u>
	<u>234,069</u>	<u>288,975</u>	<u>523,044</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	344,881	(55,906)	288,975
	<u>344,881</u>	<u>(55,906)</u>	<u>288,975</u>

Comparatives for movement in funds

	1 April 2021	Net movement in funds	31 March 2022
	£	£	£
Unrestricted funds			
General fund	259,766	(25,697)	234,069
	<u>259,766</u>	<u>(25,697)</u>	<u>234,069</u>

Net movement in funds, included in the above are as follows:

SCaRF Annual Report and Accounts 2022-2023

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	17,875	(43,572)	(25,697)
	<u>17,875</u>	<u>(43,572)</u>	<u>(25,697)</u>

The notes form part of these financial statements