

PENNY BROHN CANCER CARE

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2021

PENNY BROHN CANCER CARE

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1
Trustees' Report	2
Trustees' responsibilities statement	14
Independent Auditors' Report on the Financial Statements	15 - 18
Consolidated Statement of Financial Activities	19
Consolidated Balance Sheet	20
Charity Balance Sheet	21
Consolidated Statement of Cash Flows	22
Notes to the Financial Statements	23 - 43

PENNY BROHN CANCER CARE

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 30 NOVEMBER 2021

Trustees	Rev Dr Victor Barley ² Jessica Brohn Rebecca Granger ³ Jacqueline Graves ² Jonathon Green (appointed 21 October 2021) Katherine Groombridge (resigned 21 October 2021) ³ Ken Guy ¹ Alex Hamilton-Baily ² Pinelopi Kechagioglou (appointed 21 October 2021) Stephen Rosser ^{1,3} Charles Russell-Smith ³ Mohammed Saddiq ¹ Charlotte White ¹
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¹ Finance & Audit Committee

² Remuneration and Appointments Committee

³ Shop@PennyBrohn Ltd Director

Company registered number	01635916
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Charity registered number	284881
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Registered office	Chapel Pill Lane Pill Bristol BS20 0HH
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Company secretary	Gail Boulton
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Chief executive officer	Julie Worrall
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Independent auditors	Bishop Fleming LLP Chartered Accountants Statutory Auditors 10 Temple Back Bristol BS1 6FL
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**TRUSTEES REPORT
FOR THE YEAR ENDED 30 NOVEMBER 2021**

Welcome to our 2021 Annual Report and Accounts for the period 1 December 2020 to 30 November 2021

The COVID-19 pandemic continued to challenge daily life throughout 2021, and through it all, Penny Brohn Cancer Care consistently supported people living with cancer through a hybrid programme of virtual and face-to-face services.

The capacity and scope of our weekly virtual services programme expanded, always seeking to provide trusted information, practical support, and a safe space for people with cancer. During the latter half of the year, we reintroduced limited face-to-face client services through Wellbeing Days held at our National Centre and individual therapies delivered at our retail Hub, with the safety of our clients always our top priority. We also continued delivering face-to-face services in medical settings via our partnerships.

Our income from hospitality and retail operations improved on 2020 values, despite the ongoing impact of national and local restrictions due to COVID-19. Fundraising income exceeded expectations, exemplified by an inspiring £80,000 gift from a generous anonymous donor and a strong year of legacy giving, with £475,000 received during 2021. We closed the year with a small surplus of £47,000—a striking achievement made possible by our dedicated staff and partners, valued clients, loyal supporters, and committed funders.

Led by CEO Julie Worrall, a working group representing a cross-section of the Charity's staff team co-created an exciting new five-year organisational strategy for Penny Brohn Cancer Care. We consulted with and listened to the views of people with cancer, clinicians, our partners and supporters to inform its development. At the heart of this new strategy is the conviction that anyone with a cancer diagnosis; regardless of their cancer, prognosis, socioeconomic status, cultural background or where they live, should be able to access to safe and effective integrative cancer care and that Penny Brohn Cancer Care has a responsibility to play a leading role in bringing integrative cancer care into mainstream health provision to support equitable outcomes for all people with cancer. We will enable this by being a one-stop resource for people with cancer and their clinicians to access the best of clinical, lifestyle and evidence-based supportive therapies. We will set a standard for others to follow.

Thanks to the Charity's strong financial performance in 2021, we can now start to invest into the delivery of our new strategy. Our reserves will also allow us to mitigate risk as we continue to live with the aftereffects of the pandemic.

This year, we also welcomed two new trustees, Dr Pinelopi Kechagioglou and Jonathon Green, to the Board. Pinelopi is a consultant clinical oncologist with a passion for digital health innovation. As co-chair of the British Society for Integrative Oncology (BSIO), she shares our vision to make integrative cancer care mainstream in the NHS. Jonathon is a former NHS hospital chief executive and offers a unique and informed perspective on how best to build integrative support services around cancer patients. We know the Charity will benefit enormously from their collective knowledge and experience.

We also said farewell to Kate Groombridge, who resigned from the Board in October. A former client, Kate has been a Trustee since March 2017. We wish Kate well and know she will continue to be a committed ambassador and advocate for the Charity in the future.

By 2035, 4 million people in the UK will be living with cancer. A quarter of these will also be living with the long-term physical or psychosocial impact of their cancer/treatment and will face significantly poorer quality of life. Despite an increasing number of people actively looking for ways to support themselves better, the lack of an accessible source of integrative cancer care provision in the UK means that they are not able to find the help they need. Penny Brohn Cancer Care, with its 40 years of experience, is well-positioned to become their main provider of accessible integrative support in the UK. We believe we have a responsibility to people with cancer to step into this space quickly to enhance quality of life and drive better outcomes for all adults living with cancer in the UK.

Stephen Rosser
Chair

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

The Trustees of Penny Brohn have pleasure in presenting their report and financial statements for the year ended 30th November 2021.

Our report includes the Director's report. The financial statements comply with the Charities Act 2011, Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland ((Charities SORP (FRS102)).

OUR ACHIEVEMENTS AND PERFORMANCE

The Highlights

- Directly and through our partnership with GenesisCare, we supported over 11,700 individuals and delivered 28,000 therapeutic interventions during the year, an amazing 23% increase on 2020. Within this we provided 9000 one-to-one appointments with our team of counsellors, doctors, nutritionists, and exercise and wellbeing specialists.
- In response to feedback about people needing to access our support 'anytime, anywhere', we broadened our digital library of resources. Clients can now access recordings of missed Zoom sessions in addition to a wide range of other self-care resources, covering topics such as exercise, nutrition, and wellbeing including over 80 nutritional recipes to download. 97,000 people visited our website this year. 104,000 resources were downloaded and 5,000 self-help video were viewed.
- An online Treatment Support Programme was introduced in February 2021, with an overall aim of helping people going through active treatment to develop resilience, minimise treatment side-effects, improve wellbeing, and reduce chances of cancer progression or recurrence. The overall experience of taking part was rated as 4.75/5 and 95% of respondents reported that they would recommend the programme to others going through cancer treatment. Clients reported making the greatest improvements in dealing with oncology appointments, managing stress and anxiety, and increasing exercise.
- We re-opened our National Centre, giving clients the opportunity to take advantage of our beautiful therapeutic gardens, enjoy a nutritious lunch in our Dining Room twice a week, and use on-site resources such as the James Tudor Library and our new Visitor's Centre. We also delivered three Wellbeing Days.
- Fundraising income exceeded expectations, in part due to an inspiring £80,000 major gift from a generous anonymous donor and £475,000 in legacies. In addition:
 - 40 Trusts and Foundations generously approved grants, donating £300k.
 - £500k was donated through our generous individual and regular givers.
 - Income generated via corporate fundraising was £51k. Our corporate supporters donate in a variety of ways including making us their "Charity of the year", staff fundraising events or direct donations.
- We launched our partnership with BeOnBoard, a Bristol-based company supporting organisations to improve the diversity of their governing boards and bodies, to support us in developing our Equality, Diversity and Inclusivity policy. This project was funded by a donation from The Prince of Wales's Charitable Foundation.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

Key areas of focus in 2021-2022

1. Expanded the breadth of our services

“This charity has been a shining light in what has been a dark place for me. Thank you for all you do. You make such a difference.”

We continued to build and adapt our comprehensive programme of virtual support across digital platforms, including Zoom, YouTube, social media and our website. We optimised telephone and email for one-to-one support. The support provided is based on and around the needs for support that people with cancer shared with us.

This virtual programme focused on providing reassuring emotional and practical support, and reliable information, enhanced by our collaboration with sector experts in complementary, integrative, and nutritional medicine to deliver specialist sessions. 86% of those who we spoke to felt that they were able to better manage their own wellbeing as a result of our virtual programme, particularly valuing the knowledge and reassurance offered.

In addition we launched a new online Treatment Support Programme consisting of four weekly sessions, each focused on a different area of self-management education. Early evaluation of the programme has provided strong evidence that participants made positive lifestyle changes as part of their involvement, that their cancer-related concerns had been reduced and their wellbeing improved. 95% said they would recommend the Treatment Support Programme to others going through cancer treatment. The overall experience of taking part in the Treatment Support Programme was rated as 4.75/5.

Face-to-face services were delivered in conjunction with our partners in medical settings when restrictions allowed us to do so safely, and at our National Centre and Hub during the summer and autumn. Three pilot wellbeing days were held during 2021, a successful initiative that will now continue to 2022 alongside the return of overnight retreats.

We also reopened our beautiful National Centre and therapeutic gardens as a community space, including making available a twice weekly delicious and nutritious lunch.

2. Increased access to our support

“I’m blown away by the wonderful resources at a time when I feel everything is difficult and against me and no one understands how difficult this journey is. Thank you.”

During 2021 we developed our website, increasing the available content and improving the ability of people with cancer to access the vital resources they need. Our website’s resources section now combines e-books, PDFs, and webinars to create a one-stop shop of self-serve content that can be accessed at any time. Anybody can access information on wellbeing, nutrition, and exercise, as well as content relating to specific cancers (e.g. prostate and breast cancer). Daily visits to our website have doubled since 2020, with traffic to our online services page increasing by 130%.

We also partnered with Headspace and Big Health to offer free subscriptions to digital wellbeing tools Headspace, Sleepio (an evidence-based sleep support programme) and Daylight (an anxiety support app) to Penny Brohn Cancer Care clients. Almost 700 clients subscribed to these services.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

3. Increased presence in and understanding of the community we exist to serve

“My ability to fly through chemo relatively unscathed is down to Penny Brohn and these sessions”

As part of our Community Engagement Programme, funded by The Prince of Wales’s Charitable Foundation, we initiated six-month pilot collaborations with the Square Food Foundation, a Bristol based cookery school and community kitchen; and Toral Shah, a nutritional scientist and founder of the Urban Kitchen. The overarching objectives of both projects were to build our understanding of the needs of communities not historically reached by Penny Brohn Cancer Care and raise awareness among those communities of the support and services we offer. We are currently completing and evaluating these projects’

We began a partnership with BeOnBoard, also supported by funding from The Prince of Wales’s Charitable Foundation, to support Penny Brohn Cancer Care in developing an integrated equality, diversity, and inclusivity (ED&I) framework and action plan. This work has been delivered through a series of training/coaching sessions designed to engage Trustees and staff, so that ED&I is baked into the Charity at all levels. BeOnBoard’s CEO is Kalpna Woolf, an award-winning former BBC Head of Production and founder of 91 Ways to Build a Global City, a charity which seeks to unite the 91 language communities of Bristol through food. Kalpna is a well-known and respected figure in the Bristol business community, and her knowledge and that of her team has already been invaluable to Penny Brohn Cancer Care.

The Penny Brohn Hub in Bristol City Centre opened in September 2020. A ten-minute walk from Bristol Oncology and Hematology Centre (BHOC), our financially self-sufficient Hub combines a boutique take on the traditional charity shop offering with access to cancer therapies in purpose-built therapy rooms. Therapy sessions were introduced at the Hub in September, including acupuncture, shiatsu, and reflexology.

4. Enhanced Partnership Working

“During the most difficult period in my life, I cannot emphasis enough how beneficial their service was during that time I have learnt a lot and will take that knowledge with me to support my mental wellbeing in the future.”

Penny Brohn Cancer Care and Genesis Care launched a partnership in 2013 with a shared vision to help people with cancer live the best life possible, by providing more than medicine. GenesisCare is the UK’s leading independent provider of advanced and innovative cancer diagnostics, chemotherapy, radiotherapy, and theragnostics. It currently operates 14 specialist oncology outpatient centres across the UK, including Europe’s most advanced radiotherapy treatment centre at Cromwell Hospital in London.

GenesisCare patients can access Penny Brohn Cancer Care’s support via face-to-face services in all 14 of these centres, as well as having access to our digital support. Over 7,700 GenesisCare patients benefited from this support in 2020-2021, with over 70% of patients expressing that the service they received from Penny Brohn Cancer Care had made a positive difference to the way they viewed their health and wellbeing.

The Penny Brohn Cancer Care and GenesisCare partnership is a true example of integrative cancer care in practice, demonstrating the best of clinical, lifestyle and evidence-based supportive therapies coming together to support quality of life and the best possible outcomes for people with cancer.

We are also proud to have partnered with other charities this year including Prostate Cancer Research. We featured as guest experts on a webinar programme offering advice on building resilience, physical activity, coping with advanced disease, and developing wellbeing tools. 350 attendees joined across four sessions, with a further 470 views of recording to date.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

We completed delivery of a mindfulness project via a joint partnership with the National Centre for Integrative Medicine. The project provided a mindfulness based cognitive therapy programme for people living with cancer and supporters and was funded by Macmillan Cancer Support.

We are delighted to have hosted charity partners at our National Centre including Prospect, a support group for prostate cancer patients, their wives, partners, and carers and Bosom Buddies, a Bristol based charity helping patients and families cope with the psychological and everyday effects of breast cancer.

5. Educated healthcare professionals in the benefits of evidence based complementary, lifestyle and holistic approaches to cancer care and support

"It is massively important and empowering to have additional therapies and support that aren't limited to conventional medicine."

Penny Brohn Cancer Care's Medical Lead, Dr Catherine Zollman chaired the British Society of Integrative Oncology's UK conference, with three other Penny Brohn Cancer Care staff joining the panel of international expert speakers. The online conference was attended by 370 healthcare professionals from 27 countries.

We trained the team at PALS Bermuda, a charity supporting people living with cancer in Bermuda, to deliver a wellbeing course using Penny Brohn resources.

We deepened our relationship with the University of Bristol Medical School by offering placements to doctors of the future with the aim of educating them about integrative care and its clinical benefits, not only for cancer but for wider healthcare challenges as well.

We welcomed Joss Walden, a student from the University of Bath who prepared a dissertation, *Digitally Disconnected: Exploring Service Users' Experience of Online Support Groups and Peer Connections*. Joss's research gave us valuable insight into client experiences of our online services and the peer support they were able to develop within the digital space.

OUR FUTURE PLANS

During 2021, led by CEO Julie Worrall, a working group representing a cross-section of the Charity's staff team co-created an exciting new organisational strategy for Penny Brohn Cancer Care. We consulted with and listened to the views of people with cancer, clinicians, our partners and supporters to inform its development and set our vision for the future.

Our Vision

Every adult with cancer in the UK is able to access and experience the best of integrative cancer care, leading to better outcomes and quality of life.

Penny Brohn Cancer Care defines integrative cancer care as:
Bringing together the best of clinical, lifestyle, and evidence-based supportive therapies.

Whilst clinical interventions directly treat the disease, complementary/lifestyle/supportive therapies can also:

- Increase the physical and emotional resilience of the person with cancer.
- Reduce side effects that may be impacting quality of life.
- Increase tolerance of clinical treatments, meaning fewer delays to treatment schedules.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

Our Purpose

- To ensure that all adults with cancer in the UK have equitable access to safe and effective integrative cancer care. We will set a standard for others to follow.
- To support all adults with cancer to feel enabled and empowered to make their own choices about when and how they take an integrative approach to their cancer care.
- To make it easy for adults with cancer and their clinicians to access what they need, by being a one-stop resource for integrative cancer care.

What We Believe

Our work will always be underpinned by some fundamental principles and beliefs:

- Integrative cancer care improves outcomes and quality of life by bringing together the best of clinical, lifestyle and evidence-based supportive therapies.
- Every person with cancer has the right to access the benefits that integrative cancer care brings; regardless of their cancer, prognosis, socioeconomic status, cultural background or where they live. To enable this, integrative cancer care should be part of mainstream health provision.
- Every person is unique and has the right to make their own decisions about their life with cancer.
- Collaboration, partnership and multi-disciplinary approaches makes us all stronger and offer better choices and outcomes for people with cancer.
- The most important voice is that of the person with cancer. Everything we do is guided by that voice.

Our Strategic Goals

- All adults with cancer in the UK are aware of the benefits of Integrative Cancer Care and Penny Brohn UK
- All adults with cancer are able to easily access Penny Brohn UK when and where they need us
- Penny Brohn UK delivers high quality and impactful services that meet the expectations of people with cancer and supports equitable outcomes for adults with cancer in the UK
- All adults with cancer feel empowered and enabled to make their own choices about how and when they take an integrative approach to their cancer care
- Penny Brohn UK will be a financially sustainable, resilient and future proof organisation

Delivery of our goals will be supported by a rolling three year implementation roadmap and annual planning process with mid year reviews. We fully expect to need to adapt and course correct as time passes. However, we will continue to be unwavering in the focus on achieving our vision.

THANK YOU

To all those using our services, who generously let us into their lives and who continue to inspire us every day.

We would also like to thank:

The Prince of Wales's Charitable Foundation, The Tim Tiley Bursary Fund, The Gerald Micklem Charitable Trust, The James Tudor Foundation, The Sobell Foundation, The Geoffrey and Pauline Martin Charitable Trust, The Medlock Charitable Trust, The 29th May 1961 Charitable Trust, The Annett Trust, The Anton Jurgens Charitable Trust, Chapman Charitable Trust, Sir Charles Jessel Charitable Trust, The Community Foundation in Wales and Lord Merthyr Fund, Douglas Arter Foundation, The Edward Gostling Foundation, The Elizabeth and Prince Zaiger Trust, The Ernest Kleinwort Charitable Trust, The February Foundation, G M Morrison Charitable Trust, The Gilander Foundation, The Hasluck Charitable Trust, The Hilary Awdry Charitable Trust, The Hospital Saturday Fund, Ian Mactaggart Trust, The Inchcape Foundation, The John Avins Trust, Lillie Johnson Charitable Trust, Nelsons Homeopathic Pharmacy, Pink Ribbon Foundation, The Pople Charitable Trust, Renishaw Charities Committee, The Roger and Douglas Turner Charitable Trust, The Scott Bader Commonwealth Ltd, UKH Foundation, The Uxbridge Charitable Trust, The Walter Guinness Charitable Trust and Webb Family Charitable Trust.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

We would once again like to acknowledge the transformational contributions from the Pilkington Family, the Julia and Hans Rausing Trust and Walk the Walk. At the end of 2020, their support enabled us to begin 2021 on a much stronger footing than forecast.

We would also like to thank:

- Our philanthropic and corporate supporters.
- Our individual and regular givers who support us so generously
- Those have pledged to or given a gift in their wills.
- Every person who has held or participated in a fundraising or challenge event
- Those have shopped with us, either at our Hub or online.
- All of our partners, for their belief and commitment to people with cancer.
- All of those who have entrusted us to share their stories
- Our dedicated and committed Trustees and volunteers
- Manny and his family who so generously shared their story for our Christmas 2021 campaign

And finally Penny Brohn UK staff who have continued to work tirelessly through this difficult year to deliver the incredible results we are so proud to share here.

“Penny Brohn have been with us, in our fight against cancer, throughout this time. They have given us expert advice on a plethora of different areas. They have had a huge impact on how well and happy Manny is - which in turn affects how happy Rabbie and I are. If we only have a year or two left, I want them to be filled with joy and happy memories for our incredible little boy, who loves his daddy. It is now time for us to help Penny Brohn as they have helped us.”

STRUCTURE, GOVERNANCE AND MANAGEMENT

Penny Brohn UK is the working name of Penny Brohn Cancer Care (the charity) and is a company limited by guarantee, registered on 17 May 1982. It is governed by Memorandum and Articles of Association.

Trustee Board

Penny Brohn Cancer Care is governed by a Board of Trustees (the Board). The Board's remit is to set the vision, strategy and objectives for the charity in accordance with its objects, to manage the financial resources in the best interest of the charity and its beneficiaries and to ensure the charity operates in a manner consistent with its objectives. The Board met formally six times during 2021, five times remotely and face to face once, (six times remotely in 2020).

The Finance and Audit Committee met three times remotely. The Remuneration and Appointments Committee met twice remotely. The Commercial Committee met four times remotely. Trustee committee members are listed on page 1.

Trustee Appointment, Induction and Training

Trustees are appointed to provide the skills identified as being necessary for the good governance of Penny Brohn Cancer Care. There is a formal recruitment process for identifying new Trustees and once appointed, an induction and training process. The induction of new Trustees is tailored to the needs of the individual but includes the provision of key documents and information relating to the charity, a guided tour of the National Centre, introduction to the Chair, Executive Team and other key staff and an outline of the duties, responsibilities and obligations of being a Trustee. Trustees are encouraged to attend external and internal development events where it is felt these will facilitate the execution of their governance role.

The term of office as a Trustee is a three-year period and Trustees may serve up to three terms, except in exceptional circumstances, when the term of office can be longer. All Trustees give their time voluntarily and receive no remuneration or benefits from the charity. Trustees are required to disclose all relevant interests and register them with the CEO and withdraw from decisions where a potential conflict of interest might arise. Any expenses reclaimed or related party transactions in the year are set out in note 25 to the financial statements.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

Key Management

The Board delegates the day-to-day running of the charity to a Chief Executive Officer and Senior Management Team who report to the Board on a formal, regular basis. The team is wholly comprised of non-statutory directors namely the CEO, Commercial Director, Services Operations Lead, Financial Controller, Medical Lead and GenesisCare/Penny Brohn Cancer Care Partnership Lead.

Public Benefit

The Trustees of Penny Brohn Cancer Care ensure that the charity carries out its aims and objectives and that these provide public benefit. In doing so the Trustees take into consideration the Charity Commission's guidance on the Public Benefit requirement under the Charities Act 2011.

Our Charitable Purpose

The charitable objectives of the charity, as set out in the Articles of Association, are to advance health and to relieve sickness and distress, especially but not exclusively in regard to cancer and those affected by it, by such means as the Trustees in their discretion shall decide.

Our vision: Every person with cancer in the UK is able to access and experience the best of integrative cancer care, leading to better outcomes and quality of life.

Our purpose

- To ensure that all adults with cancer in the UK have equitable access to safe and effective integrative cancer care. We will set a standard for others to follow.
- To support all adults with cancer to feel enabled and empowered to make their own choices about when and how they take an integrative approach to their cancer care.
- To make it easy for people with cancer and their clinicians to access what they need, by being a one-stop resource for integrative cancer care.

Pay Policy

The pay and remuneration of the Executive Team is subject to the same structure as used for employees and is in line with the Executive Pay Policy. This policy is regularly reviewed by the Remuneration and Appointments Committee with the support of the Trustee Board. The pay and remuneration of the CEO is reviewed by the Chair (in agreement with the full Trustee Board). There were 48 (2020: 58) full time equivalent employees during the year.

Trading Subsidiary

The charity has a wholly owned trading subsidiary, Shop@PennyBrohn Ltd, which passes all its taxable profit by way of Gift Aid to further the aims of the Charity. Shop@PennyBrohn Ltd has a Board of Directors, which during the year under review consisted of three Trustees and two independent Directors. Penny Brohn Cancer Care owns the entire share capital of the subsidiary.

Risk Management

The Trustees have adopted a risk management strategy which comprises:

- A risk policy, approved by the Trustees and subject to annual review.
- The maintenance of a strategic risk register to review the risks the Charity may face, and the mitigating actions the Charity has taken or can take. The risk register is reviewed at Trustee meetings and risks are scored in terms of both impact and likelihood.
- Systems, policies, and procedures designed to minimise impact on the Charity should those risks occur.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

Strategic Risk Register

Strategic risks are significant risks that influence the achievement of the Charity's core aims. They might be major internal risks such as financial sustainability or compliance risks. Or they may be external events with high impact which we cannot control and to which we therefore need to respond.

During 2021 key strategic risks were identified as:

- **Financial sustainability:** this is mitigated by strong free reserves, a robust forecasting and business planning process, a strong balance sheet and the availability of a £1 million revolving credit facility. We are also seeking to diversify our income streams to ensure we are not too reliant on one source of income.
- **Impact of client services:** we must ensure we are investing in the right and most relevant services to make maximum impact. We are mitigating this risk by ensuring we continue to develop a user voice programme and embed it across all we do. We are also embedding a quality assurance programme and improving the quality of the data we collect and hold Strategy development work and the underlying identification and testing will support our ability to invest in the services that will make maximum impact on people with cancer
- **Staff impact:** COVID-19 has had a significant impact on staff wellbeing in terms of long periods on furlough and disrupted working arrangements. Additionally, a reduced core team has resulted in capacity issues across the organisation. We are mitigating this risk through the development of a volunteer strategy and conducting a capacity and capability audit against the needs of the new strategy.
- **Covid risk:** Face-to-face interaction can result in COVID-19 infection of staff or clients, which in turn may impact on reputation and/or business continuity. Although we cannot completely mitigate this risk, we can maintain hygiene protocols, maintain social distancing, encourage the use of lateral flow tests and enforce working from home for any colleagues with symptoms.

Fundraising standards

Penny Brohn Cancer Care is a fully contributing member of the Fundraising Regulator and Institute of Fundraising. We adhere to the Codes of Fundraising Practice in all activity. We are fully compliant with the regulations where it applies to us. We do not contract with third party fundraising organisations or any other commercial participators to raise funds on our behalf. All fundraising activities are organised directly by staff employed by Penny Brohn Cancer Care. We are mindful during our fundraising activities not to be unreasonably persistent or to apply undue pressure on anyone or intrude on anyone's privacy. The Charity did not undertake any telephone, doorstep or lottery fundraising this year. We received no complaints in regards to our fundraising activity and our Safeguarding policy ensures vulnerable adults are protected.

We are committed to best practice in all areas of fundraising activity and are dedicated to delivering transparent, effective, and ethical fundraising. Our supporters are at the heart of our fundraising, and we take our responsibilities to them, and our relationships with them, very seriously.

Staff

We continue to develop strong engagement with our staff team. Our staff have shown remarkable resilience throughout the year as we continued to work remotely during periods of national restrictions. We have implemented measures to ensure staff are supported whilst working from home.

Working with Volunteers

Our volunteers continued to contribute vital support in-person and remotely throughout 2021. Many of our volunteers live with, or support others living with cancer. During 2021, our volunteers continued to work with our data, marketing and fundraising teams. In addition, our team of committed and capable volunteer gardeners kept the gardens at the National Centre looking beautiful and well maintained. We held two events to thank existing volunteers including a socially distanced afternoon tea at the National Centre and a Zoom meeting. We are also developing a new volunteer strategy and will be recruiting volunteers early in 2022 for some exciting new opportunities.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

Clinical governance

Clinical governance refers to assuring the safety and quality of our client facing services which include face-to-face, virtual, remote and online resources. Effective quality assurance enables us to ensure that our services are safe caring, equitable, well-led and responsive to client needs. Penny Brohn Cancer Care has developed a clinical governance framework which ensures that clients receive the best and safest care possible.

In addition, the charity plans to establish a clinical and scientific advisory panel made up of relevant academic and clinical experts from both within and outside of the charity who will provide scrutiny and advice regarding the clinical governance of the charity's services.

FINANCIAL REVIEW

Statement of Financial Affairs (SoFA)

During the year, the Charity received £2.1m in unrestricted income (2020: £2.7m). Restricted income of £185k (2020: £255k) was donated resulting in total income £2.3m (2020: £2.9m).

Major sources of funding were received from:

	2021	2020
	£000	£000
Grant makers	300	989
Personal donations	342	456
Legacies	475	222
Community fundraising activities and events	178	140
Strategic partnerships	668	503

£75k was received from from the government as grants under the Coronavirus Job Retention Scheme (CJRS).

Legacy income for the year was £475k and included two significant donations from the estates of clients who used our services many years ago, demonstrating the long-lasting depth of impact our services have had on our clients.

We also received an anonymous donation of £80k from the spouse of a client who we were privileged to support almost 40 years ago.

Income from grant makers included £25k from Walk the Walk, a long-standing supporter and funder of Penny Brohn Cancer Care and the final instalment of £90k from The Prince of Wales Community Fund. We have gratefully received donations from this fund for the past three financial years.

Expenditure in the year was £2.2m (2020: £2.8m). Staff costs were £1.7m (2020: £2 million). They are included gross of the CJRS grant of £75k which is included as other income.

We closed the year with a small surplus of £47k (2020, surplus of £130k). This result is significantly improved on budget due to the generosity of former clients in the form of legacies.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

Balance Sheet

Our National Centre based in Pill, near Bristol, was valued in 2019 at £6.1m. We spent £7k on computer equipment during the year and wrote off £372k of fully depreciated fixtures, fittings and IT equipment.

Consolidated current assets remained at similar levels to 2020 at £1,420k compared to £1,301k in 2020. Cash balances also remained stable at £1m.

Current liabilities reduced to £286k from £296k.

Repayments commenced on the mortgage during 2021, however we also drew down a bounce back loan of £50k in December 2020 which has increased long term liabilities from £944k in 2020 to £947k.

Our closing reserves position is £6.4 million. The funds are itemised below. Our General Fund also known as Free Reserves closed at £979k.

	£000's
Capital Fund	5,112
General Fund (Free reserves)	971
Shop@Penny Brohn Ltd	1
Revaluation Reserve	55
Restricted Funds	212

Shop@PennyBrohn Ltd

The trading subsidiary carries out all the trading activities of Penny Brohn Cancer Care. The trading subsidiary manages all room hire and associated services at the National Centre. The former shop opened as a visitors' centre offering information to clients as well as selling goods such as books, nutrition items and body care products. Trading activity during 2021 was £65k (2020: £76k). Shop @ Penny Brohn Ltd did not generate sufficient profits during 2021 to enable a donation to be made under deed of covenant to Penny Brohn Cancer Care (2020: £2k).

Reserves policy

Group reserves on 30 November 2021 amounted to £6.3m (2020: £6.3m) of which £5.1m related to the capital fund (2020: £5.2m). £212k are restricted funds (2020: £186k). Restricted funds are itemised in note 20 of the financial statements. Penny Brohn free reserves have increased from £878k in 2020 to £971k. The increase is due the generosity of some grant funders who permitted the Charity to "derestrict" funds because of the pandemic and transfer the funds to core. These funds were primarily used to fund our remote service provision during 2020 and 2021.

The Trustees consider that free reserves of two months expenditure are desirable which amounts to £500k based on 2022 budgeted expenditure. A higher level of free reserves was achieved in 2021. However, this does give us a contingency for the continued uncertainty in the coming financial year as the pandemic continues. It also enables us to make investments to advance our new strategy. Our current year budget incorporates an assumption that we will continue to achieve reserves of £500k during the financial year 2021/22.

Going Concern

The Finance and Audit Committee regularly review financial reports from the Charity, including forecast cash flow scenarios, to attest positively to the Charity's going concern status. This review is shared with the full Trustee Board at each Trustee meeting.

The charity has two committed loan facilities, both secured on the National Centre: A mortgage of £1m with NatWest Bank. The mortgage has a ten year term and an interest rate of 3.42%. The Charity also has revolving loan facilities of up to £500k with Triodos Bank and £500k with NatWest. Neither was utilised during the year. We have excellent business relationships with NatWest and Triodos.

The Charity intends to continue holding these term debt facilities to bridge timing gaps in revenue raising.

**TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 NOVEMBER 2021**

The charity drew down a £50,000 Bounce Back Loan in December 2020, to aid cash flow over the winter of 2020/21. The loan has a five year term and an interest rate of 2.5%. The loan is 100% guaranteed by the Government and repayments commenced in December 2021.

The Trustees have a structured approach to the financial strategy of the charity, which includes a three -year plan reviewed by Trustees annually from which the 12-month budget and cash flow forecast is prepared. Quarterly forecasts are also prepared. The Trustees review and monitor the budget and cash flows at each Trustees meeting, interrogating variances. This continuous monitoring and control ensure the Trustees can properly review the charity's going concern status and its financial viability.

The Trustees review the charity's forecasts and projections at each Board meeting and have a reasonable expectation that the charity has adequate resources to continue in operational existence for a period of at least 12 months following the date of approval of these financial statements. The group therefore continues to adopt the going concern basis for preparing its consolidated financial statements.

Disclosure of information to the auditors

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps required to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Approved by order of the members of the Board of Trustees and signed on their behalf, by:

Stephen Rosser
Chair

Date: 8 April 2022

**STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 30 NOVEMBER 2021**

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Charity and of their incoming resources and application of resources, including their income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the Board of Trustees and signed on its behalf by:

Stephen Rosser
Chair
Date: 8 April 2022

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF PENNY BROHN CANCER CARE

OPINION

We have audited the financial statements of Penny Brohn Cancer Care (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 30 November 2021 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Charity Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, 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 Group's and of the parent charitable company's affairs as at 30 November 2021 and of the Group's incoming resources and application of resources, including its income and expenditure 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 Companies Act 2006.

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 Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Group's or the parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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 other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. 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. 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 course of 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.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF PENNY BROHN CANCER CARE
(CONTINUED)**

OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) 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 is 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 Group's and the parent charitable company'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 Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF PENNY BROHN CANCER CARE
(CONTINUED)**

AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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 an Auditors' Report 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 have considered the nature of the sector, control environment and financial procedure;
- We have considered the results of enquiries with management and trustees in relation to their own identification and assessment of the risk of irregularities within the entity;
- We have reviewed the documentation of key processes and controls and performed walkthroughs of transactions to confirm that the systems are operating in line with documentation.

As a result of these procedures, we have considered the opportunities and incentives that may exist within the organisation for fraud and identified the highest area of risk to be in relation to revenue recognition, with a particular risk in relation to year-end cut off. In common with all audits under ISAs (UK) we are also required to perform specific procedures to respond to the risk of management override. We have also obtained understanding of the legal and regulatory frameworks that the company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Companies Act, FRS 102 and UK tax legislation. In addition, we considered the provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Company's ability to operate or avoid a material penalty.

Our procedures to respond to risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Performing analytical procedures to identify unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reviewing board meeting minutes;
- Enquiring of management in relation to actual and potential claims or litigations;
- Performing detailed transactional testing in relation to the recognition of revenue with a particular focus around year-end cut off; and
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgments made in accounting estimates are indicative of potential bias; and evaluating the business rationale of significant transactions that are unusual or outside the normal course of business.

We also communicated identified laws and regulations and potential fraud risks to all members of the engagement team and remained alert to possible indicators of fraud or non-compliance with laws and regulations throughout the audit.

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.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF PENNY BROHN CANCER CARE
(CONTINUED)**

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. This description forms part of our Auditors' Report.

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

David Butler FCA DChA (Senior statutory auditor)

for and on behalf of

Bishop Fleming LLP

Chartered Accountants

Statutory Auditors

10 Temple Back

Bristol

BS1 6FL

8 April 2022

PENNY BROHN CANCER CARE

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 30 NOVEMBER 2021

	Note	Unrestricted funds 2021 £000	Restricted funds 2021 £000	Total funds 2021 £000	Total funds 2020 £000
INCOME FROM:					
Donations and legacies	4	1,175	185	1,360	1,808
Charitable activities	5	702	-	702	536
Other trading activities	6	148	-	148	111
Other income	7	75	-	75	475
TOTAL INCOME		2,100	185	2,285	2,930
EXPENDITURE ON:					
Raising funds	8	393	-	393	499
Charitable activities		1,789	56	1,845	2,303
TOTAL EXPENDITURE		2,182	56	2,238	2,802
NET (EXPENDITURE)/INCOME		(82)	129	47	128
Transfers between funds	21	103	(103)	-	-
NET MOVEMENT IN FUNDS		21	26	47	128
RECONCILIATION OF FUNDS:					
Total funds brought forward		6,150	186	6,336	6,208
Net movement in funds		21	26	47	128
TOTAL FUNDS CARRIED FORWARD		6,171	212	6,383	6,336

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

The notes on pages 23 to 43 form part of these financial statements.

CONSOLIDATED BALANCE SHEET
AS AT 30 NOVEMBER 2021

	Note	2021 £000	2020 £000
FIXED ASSETS			
Intangible assets	13	46	63
Tangible assets	14	6,111	6,205
Investments	15	7	7
		6,164	6,275
CURRENT ASSETS			
Stocks	16	21	13
Debtors	17	356	208
Cash at bank and in hand		1,075	1,080
		1,452	1,301
Creditors: amounts falling due within one year	18	(286)	(296)
NET CURRENT ASSETS		1,166	1,005
TOTAL ASSETS LESS CURRENT LIABILITIES		7,330	7,280
Creditors: amounts falling due after more than one year	19	(947)	(944)
TOTAL NET ASSETS		6,383	6,336
CHARITY FUNDS			
Restricted funds	21	212	186
Unrestricted funds	21	6,171	6,150
TOTAL FUNDS		6,383	6,336

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Stephen Rosser
Chair

Ken Guy
Trustee

Date: 8 April 2022

The notes on pages 23 to 43 form part of these financial statements.

CHARITY STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 NOVEMBER 2021

	Note	2021 £000	2020 £000
FIXED ASSETS			
Intangible assets	13	46	63
Tangible assets	14	6,111	6,205
Investments	15	7	7
		6,164	6,275
CURRENT ASSETS			
Debtors	17	378	249
Cash at bank and in hand		1,062	1,001
		1,440	1,250
Creditors: amounts falling due within one year	18	(275)	(248)
NET CURRENT ASSETS		1,165	1,002
TOTAL ASSETS LESS CURRENT LIABILITIES		7,329	7,277
Creditors: amounts falling due after more than one year	19	(947)	(944)
TOTAL NET ASSETS		6,382	6,333
CHARITY FUNDS			
Restricted funds	21	212	186
Unrestricted funds	21	6,170	6,147
TOTAL FUNDS		6,382	6,333

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Stephen Rosser
Chair

Ken Guy
Trustee

Date: 8 April 2022

The notes on pages 23 to 43 form part of these financial statements.

PENNY BROHN CANCER CARE

**CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

	2021 £000	2020 £000
CASH FLOWS FROM OPERATING ACTIVITIES		
Net cash used in operating activities	9	383
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of tangible fixed assets	(8)	(136)
NET CASH USED IN INVESTING ACTIVITIES	(8)	(136)
CASH FLOWS FROM FINANCING ACTIVITIES		
Cash inflows from new borrowing	50	1,000
Repayments of borrowing	(31)	(600)
Interest Paid	(25)	-
NET CASH (USED IN)/PROVIDED BY FINANCING ACTIVITIES	(6)	400
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR	(5)	647
Cash and cash equivalents at the beginning of the year	1,080	433
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	1,075	1,080

The notes on pages 23 to 43 form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

1. GENERAL INFORMATION

Penny Brohn Cancer Care is a charity registered in England and Wales and a company limited by guarantee. It was incorporated on 17 May 1982 (company number 01635916) and registered as a charity on 30 June 1982 (charity number 284881). Penny Brohn UK is the working name of Penny Brohn Cancer Care.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Penny Brohn Cancer Care meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 GOING CONCERN

The Charity's forecasts and projections show that the Charity expects to operate within the level of its current debt facility. As detailed in the annual report, the Charity seeks to increase income from fundraising to enable more people to access free support to help them live well with cancer, and allow us to influence the healthcare agenda.

The Finance & Audit Committee regularly review various relevant financial reports from the Charity, including forecast cash flow scenarios, to attest positively to the Charity's going concern status. This review is shared with the full Trustee Board at each Trustee meeting.

The Charity has two committed loan facilities. It plans to continue to hold these term debt facilities, secured on the National Centre, that are used to bridge timing gaps in revenue raising.

The Charity received a £50,000 Bounceback loan in December 2020. The loan is 100% guaranteed by the Government repayments commenced in December 2021.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

2. ACCOUNTING POLICIES (continued)

2.2 GOING CONCERN (CONTINUED)

The Trustees have a structured approach to the financial strategy of the Charity, which includes the 5 year plan reviewed by Trustees annually from which the 12 month budget and cash flow forecast is prepared. Quarterly forecasts are also prepared. Trustees review and monitor the budget and cash flows at each Trustees meeting, interrogating variances. This continuous monitoring and control ensures the Trustees are able to properly review the Charity's going concern status and its financial viability. The Trustees review the Charity's forecasts and projections at each Board meeting and have a reasonable expectation that the Charity has adequate resources to continue in operational existence for a period of at least 12 months following the date of approval of these financial statements. The Group therefore continues to adopt the going concern basis for preparing its consolidated financial statements.

2.3 INCOME

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Group to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

2. ACCOUNTING POLICIES (continued)

2.5 INTANGIBLE ASSETS AND AMORTISATION

Intangible assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Amortisation is provided on the following bases:

Website	-	25 %
Computer software	-	20 %

2.6 TANGIBLE FIXED ASSETS AND DEPRECIATION

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Freehold property	-	2%	
Long-term leasehold property	-		based upon the length of the lease
Fixtures and fittings	-	10%	
Computer equipment	-	20%	

2.7 INVESTMENTS

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

2.8 STOCKS

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.9 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

2. ACCOUNTING POLICIES (continued)

2.10 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.11 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.12 FINANCIAL INSTRUMENTS

The Group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.13 PENSIONS

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

2.14 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Group makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The Group do not consider there to be estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021

4. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2021 £000	Restricted funds 2021 £000	Total funds 2021 £000	Total funds 2020 £000
DONATIONS				
General donations	640	185	825	1,527
Donations from the Friends of Penny Brohn Cancer Care	60	-	60	59
Legacies	475	-	475	222
	<u>1,175</u>	<u>185</u>	<u>1,360</u>	<u>1,808</u>
 TOTAL 2020	 <u>1,553</u>	 <u>255</u>	 <u>1,808</u>	

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2021 £000	Total funds 2021 £000	Total funds 2020 £000
Service generated income from partnerships	672	672	483
Service generated income from NHS	28	28	20
Service generated income from training	2	2	-
Management recharges	-	-	33
	<u>702</u>	<u>702</u>	<u>536</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021

6. INCOME FROM OTHER TRADING ACTIVITIES

Income from fundraising events

	Unrestricted funds 2021 £000	Total funds 2021 £000	Total funds 2020 £000
Facilities income	12	12	26
The Hub	71	71	9
	<u>83</u>	<u>83</u>	<u>35</u>

Income from non charitable trading activities

	Unrestricted funds 2021 £000	Total funds 2021 £000	Total funds 2020 £000
Shop@PennyBrohn Income	65	65	76
	<u>65</u>	<u>65</u>	<u>76</u>

7. OTHER INCOMING RESOURCES

	Unrestricted funds 2021 £000	Total funds 2021 £000	Total funds 2020 £000
CJRS recovery grant	75	75	475
	<u>75</u>	<u>75</u>	<u>475</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021

8. EXPENDITURE ON RAISING FUNDS

FUNDRAISING TRADING EXPENSES

	Unrestricted funds 2021 £000	Total funds 2021 £000	Total funds 2020 £000
Fundraising	72	72	65
Shop@PennyBrohn Ltd	38	38	74
The Hub	31	31	40
Wages and salaries	241	241	304
Pension costs	11	11	16
	<u>393</u>	<u>393</u>	<u>499</u>

9. ANALYSIS OF CHARITABLE ACTIVITIES

	Activities undertaken directly 2021 £000	Total funds 2021 £000	Total funds 2020 £000
Face to Face and Remote Service delivery	807	807	974
Administration	563	563	736
Communications	116	116	102
Partnerships	106	106	101
Facilities	253	253	390
	<u>1,845</u>	<u>1,845</u>	<u>2,303</u>

10. AUDITORS' REMUNERATION

	2021 £000	2020 £000
Fees payable to the Charity's auditor for the audit of the Charity's annual accounts	<u>13</u>	<u>13</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

11. STAFF COSTS

	Group 2021 £000	Group 2020 £000	Charity 2021 £000	Charity 2020 £000
Wages and salaries	1,411	1,709	1,411	1,710
Social security costs	103	128	103	128
Contribution to defined contribution pension schemes	68	87	68	87
	1,582	1,924	1,582	1,925

Redundancy costs in the year amounted to £5,932 (2020: £77,125).

The average number of persons employed by the Charity during the year was as follows:

	Group 2021 No.	Group 2020 No.
Staff	87	113

The average headcount expressed as full-time equivalents was:

	Group 2021 No.	Group 2020 No.
Delivery of face to face and remote client services	26	28
Fundraising and trading	5	8
Finance and administration	9	10
Facilities	6	11
The Hub	2	1
	48	58

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	Group 2021 No.	Group 2020 No.
In the band £60,001 - £70,000	1	-
In the band £70,001 - £80,000	1	-

The key management personnel of the group and parent charity comprise the Trustees, the CEO, Commercial Director, Financial Controller and Services Operations Lead and Genesis Care/Penny Brohn Partnership Lead. The total employee benefits of the key management personnel of the charity for the year was £302,770 (2020: £271,104), including social security costs of £29,493 (2020: £25,061).

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**
12. TRUSTEES' REMUNERATION AND EXPENSES

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 30 November 2021, expenses totalling £53.90 were reimbursed to 1 Trustee (2020 - £NIL).

13. INTANGIBLE ASSETS**GROUP AND CHARITY**

	Patents £000	Computer software £000	Total £000
COST			
At 1 December 2020	39	86	125
At 30 November 2021	39	86	125
AMORTISATION			
At 1 December 2020	39	23	62
Charge for the year	-	17	17
At 30 November 2021	39	40	79
NET BOOK VALUE			
At 30 November 2021	-	46	46
At 30 November 2020	-	63	63

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021

14. TANGIBLE FIXED ASSETS

GROUP AND CHARITY

	Freehold property £000	Long-term leasehold property £000	Fixtures and fittings £000	Computer equipment £000	Total £000
COST OR VALUATION					
At 1 December 2020	6,424	118	382	122	7,046
Additions	-	-	1	7	8
Disposals	-	-	(306)	(66)	(372)
At 30 November 2021	6,424	118	77	63	6,682
DEPRECIATION					
At 1 December 2020	396	12	337	96	841
Charge for the year	73	12	6	11	102
On disposals	-	-	(306)	(66)	(372)
At 30 November 2021	469	24	37	41	571
NET BOOK VALUE					
At 30 November 2021	5,955	94	40	22	6,111
At 30 November 2020	6,028	106	45	26	6,205

It is Penny Brohn Cancer Care's policy to revalue freehold property every 5 years. The freehold property was revalued in August 2019 by Jones Lang LaSalle Limited, a firm of valuers external to the Charity. The property's open market value was considered to be £6,100,000 in accordance with the RICS valuation model.

The carrying amount under the cost model of the assets which have been revalued would have been £6,045,000 (2020 - £6,045,000).

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**
15. FIXED ASSET INVESTMENTS

	Listed investments £000
GROUP AND CHARITY	
COST OR VALUATION	
At 1 December 2020	7
At 30 November 2021	<u>7</u>
NET BOOK VALUE	
At 30 November 2021	<u>7</u>
At 30 November 2020	<u>7</u>

16. STOCKS

	Group 2021 £000	Group 2020 £000
Finished goods and goods for resale	<u>21</u>	<u>13</u>

17. DEBTORS

	Group 2021 £000	Group 2020 £000	Charity 2021 £000	Charity 2020 £000
DUE WITHIN ONE YEAR				
Trade debtors	194	113	188	111
Amounts owed by group undertakings	-	-	28	44
Other debtors	7	1	7	1
Prepayments and accrued income	155	94	155	93
	<u>356</u>	<u>208</u>	<u>378</u>	<u>249</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**
18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2021 £000	Group 2020 £000	Charity 2021 £000	Charity 2020 £000
Bank loans	72	56	72	56
Trade creditors	78	57	71	55
Other taxation and social security	28	31	27	31
Other creditors	16	14	14	14
Accruals and deferred income	92	138	91	92
	286	296	275	248

Facilities with NatWest Bank and Triodos Bank, secured on the freehold property of the Charity, are in place.

	Group 2021 £000	Group 2020 £000
Deferred income at 1 December 2020	19	7
Resources deferred during the year	41	19
Amounts released from previous periods	(19)	(7)
	41	19

19. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	Group 2021 £000	Group 2020 £000	Charity 2021 £000	Charity 2020 £000
Bank loans	908	944	908	944
Other loans	39	-	39	-
	947	944	947	944

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	Group 2021 £000	Group 2020 £000	Charity 2021 £000	Charity 2020 £000
Payable or repayable by instalments	664	700	664	700
	664	700	664	700

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

20. FINANCIAL INSTRUMENTS

	Group 2021 £000	Group 2020 £000	Charity 2021 £000	Charity 2020 £000
FINANCIAL ASSETS				
Financial assets measured at amortised cost	1,399	1,288	1,408	1,250
	Group 2021 £000	Group 2020 £000	Charity 2021 £000	Charity 2020 £000
FINANCIAL LIABILITIES				
Financial liabilities measured at amortised cost	1,233	1,240	1,222	1,192

Financial assets measured at amortised cost is comprised of cash at bank and in hand and debtors.

Financial liabilities measured at amortised cost is comprised of creditors.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

21. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 December 2020 £000	Income £000	Expenditure £000	Transfers in/out £000	Balance at 30 November 2021 £000
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Capital fund	5,213	-	(101)	-	5,112
GENERAL FUNDS					
General fund	878	2,035	(2,013)	103	1,003
Shop@Penny Brohn Ltd	4	65	(68)	-	1
Revaluation reserve	55	-	-	-	55
TOTAL GENERAL FUNDS	937	2,100	(2,081)	103	1,059
TOTAL UNRESTRICTED FUNDS	6,150	2,100	(2,182)	103	6,171
RESTRICTED FUNDS					
Tim Tiley Bursary fund	3	-	-	(3)	-
Living Well programme	20	-	-	-	20
Treatment support	-	2	(1)	-	1
Digital Discovery	-	-	(12)	12	-
Relaxation chairs	5	-	-	-	5
Garden	7	-	-	-	7
Nutrition at Penny Brohn	-	15	(11)	-	4
Buildings at National Centre	4	2	(1)	-	5
Bristol Whole Life Approach in Scotland	13	-	(1)	-	12
Living Well - National	2	14	-	-	16
Community engagement	80	100	(3)	(127)	50
Pre-treatment support clinic at BHOC	9	-	(9)	-	-
Remote services	-	47	(8)	-	39
Penny Brohn on the High Street	40	-	(5)	(10)	25
Trust income	2	-	-	-	2
Other small donations	1	-	-	-	1
Restricted to Client Insight	-	-	-	25	25
One to One	-	5	(5)	-	-
TOTAL UNRESTRICTED FUNDS	186	185	(56)	(103)	212
TOTAL OF FUNDS	6,336	2,285	(2,238)	-	6,383

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021

21. STATEMENT OF FUNDS (CONTINUED)

Capital Fund

The capital fund represents the net book value of fixed assets, less loans secured on the freehold property plus the revaluation reserve.

Transfers between funds are as follows:

- a) £103k transferred between the restricted and the unrestricted funds
- b) £27k of funds reallocated between restricted funds

Restricted funds

Tim Tiley Bursary Fund

The Bursary fund is used to help fund our digital services and to subsidise travel to the National Centre.

Restricted to Living Well National Centre

The Living Well programme fund is to enable us to carry out Living Well courses at our National Centre and regionally.

Restricted to Treatment Support

The Treatment Support fund contains donations to cover the cost of providing Treatment Support Clinic online was supported by grants the Sir Jules Thorn Charitable Trust and the Douglas Arter Foundation during 2021.

Digital Discovery

Penny Brohn UK is working with Lightful to improve our digital systems and processes.

Restricted to Relaxation Chairs

The Relaxation chairs fund is a grant to enable us to upgrade and replace our relaxation chairs.

Restricted to Garden/NGS

The garden is maintained by a dedicated group of volunteers and brings peace and enjoyment to all visitors to the National Centre.

Restricted to Nutrition

Our Nutritional programme offers advice on making realistic and sustainable lifestyle changes to support healthy eating. Our programme includes cookery demonstrations, healthy eating days and , nutritional therapy. Funds were received from The James Tudor Foundation and the Sir Charles Jessel Charitable Trust during 2021.

Restricted to Building expenditure at Penny Brohn's National Centre

Funds were received from the Postcode Local Trust to help make the National Centre 'COVID-safe' as we begin the process of opening it back up—first for commercial venue hire, and subsequently for cancer clients as soon as Government guidance indicates it is safe to do so.

Funds were received from the Green Hall Foundation to improve disabled access through the installation of automatic doors at the National Centre (NC).

Dumfries House - Scotland Partnership

The Bristol Whole Life Approach in Scotland is a pilot project to work in partnership with Dumfries House in Ayrshire, giving us the chance to take our Bristol Whole Life Approach to men and women living with cancer in Scotland.

Restricted to Living Well South Coast

Funding received from The Gerald Micklem Charitable Trust to deliver three Living Well courses on the South Coast, as well as investment into a new regional strategic partnership model. This funding was ultimately repurposed, with approval from the funder, to support our remote services programme.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021

21. STATEMENT OF FUNDS (CONTINUED)

Restricted to Living Well Isle of Wight

To support Isle of Wight residents to attend national centre for LW course and Applegate Breast Cancer Support Group to attend "Food to lift the spirits" course. Four Isle of Wight residents attended LW course at NC.

Restricted to Living Well The Midlands

To support residents of Wiltshire to access our services.

Restricted to Living Well Wiltshire

To support residents of Wiltshire to access our services.

Restricted to Bristol Community Engagement

Community based health and wellbeing services offer an outstanding opportunity to access deprived communities most in need of our help, before their condition has reached late stage. Our community engagement project is supported by The Princes Trust and The Medlock Charitable Trust.

Pre Treatment Support at BHOC

Funds were received from Friends of BHOC (Bristol Haematology & Oncology Centre) towards the salary costs of our Health Care Engagement & Community Development Lead, who spends two and a half days at the BHOC Chemotherapy Day Unit; as well as funding for our Treatment Support Clinic and one-to-one counselling services.

Restricted to Remote Services

A programme of online support with national reach, for people affected by cancer who have been isolated due to the COVID-19 pandemic. We have moved from face to face to remote services from April 2020 and the funds provided have supported that transition.

Restricted to Penny Brohn on the High Street

Penny Brohn on the High Street intends to return to a central Bristol location to permanently embed our services in the heart of the Bristol community. We aim to build visibility within communities by creating a high street destination offering Living Well services and self-management resources alongside the more traditional donated goods shop model.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

21. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 December 2019 £000	Income £000	Expenditure £000	Transfers in/out £000	Balance at 30 November 2020 £000
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Capital fund	5,600	-	(122)	(265)	5,213
GENERAL FUNDS					
General fund	261	2,600	(2,248)	265	878
Shop@Penny Brohn Ltd	4	76	(76)	-	4
Revaluation reserve	55	-	-	-	55
TOTAL GENERAL FUNDS	320	2,676	(2,324)	265	937
TOTAL UNRESTRICTED FUNDS	5,920	2,676	(2,446)	-	6,150
RESTRICTED FUNDS					
Tim Tiley Bursary fund	2	1	-	-	3
Living Well programme	20	1	(1)	-	20
Treatment Support Clinic	-	6	(6)	-	-
Relaxation chairs	5	-	-	-	5
Garden	2	7	(2)	-	7
Nutrition at Penny Brohn	-	10	(10)	-	-
Buildings at National Centre	-	13	(9)	-	4
Bristol Whole Life Approach in Scotland	16	-	(3)	-	13
Living Well - National	2	12	(12)	-	2
Community Engagement	37	80	(37)	-	80
Pre-treatment support clinic at BHOC	1	12	(4)	-	9
Remote Services	-	56	(56)	-	-
Penny Brohn on the High Street	203	50	(213)	-	40
Trust income	-	3	(1)	-	2
Other small donations	-	4	(3)	-	1
TOTAL RESTRICTED FUNDS	288	255	(357)	-	186
TOTAL OF FUNDS	6,208	2,931	(2,803)	-	6,336

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

22. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2021 £000	Restricted funds 2021 £000	Total funds 2021 £000
Tangible fixed assets	6,111	-	6,111
Intangible fixed assets	46	-	46
Fixed asset investments	7	-	7
Current assets	1,240	212	1,452
Creditors due within one year	(286)	-	(286)
Creditors due in more than one year	(947)	-	(947)
TOTAL	6,171	212	6,383

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2020 £000	Restricted funds 2020 £000	Total funds 2020 £000
Tangible fixed assets	6,205	-	6,205
Intangible fixed assets	63	-	63
Fixed asset investments	7	-	7
Current assets	1,115	186	1,301
Creditors due within one year	(296)	-	(296)
Creditors due in more than one year	(944)	-	(944)
TOTAL	6,150	186	6,336

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021**

23. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group 2021 £000	Group 2020 £000
Net income for the year (as per Statement of Financial Activities)	47	128
ADJUSTMENTS FOR:		
Depreciation charges	102	100
Amortisation charges	17	22
Decrease/(increase) in stocks	(8)	3
Decrease/(increase) in debtors	(116)	65
Increase/(decrease) in creditors	(26)	63
Interest paid	25	-
NET CASH PROVIDED BY OPERATING ACTIVITIES	41	381

24. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Group 2021 £000	Group 2020 £000
Cash in hand	1,075	1,080
TOTAL CASH AND CASH EQUIVALENTS	1,075	1,080

25. ANALYSIS OF CHANGES IN NET FUNDS

	At 1 December 2020 £000	Cash flows £000	At 30 November 2021 £000
Cash at bank and in hand	1,080	(5)	1,075
Debt due within 1 year	(56)	(16)	(72)
Debt due after 1 year	(944)	(3)	(947)
	80	(24)	56

26. RELATED PARTY TRANSACTIONS

Trustees' remuneration and expenses is detailed in note 12.

Trustees are able to make use of the accommodation at the National Centre when attending on business and usually provide a donation in respect of this. No Trustees were provided any nights accommodation the year (2020: nil).

Donations from trustees and related parties amounted to £2,170 during the year (2020: £7,440).