

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020  
FOR  
BRITISH GYNAECOLOGICAL CANCER SOCIETY**

**BRITISH GYNAECOLOGICAL CANCER SOCIETY**

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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# **BRITISH GYNAECOLOGICAL CANCER SOCIETY**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020**

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The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of 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).

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

The objects of the charity are to advance the science and art of gynaecological oncology for the benefit of the public.

It achieves its own objectives by:

- Making grants to individuals
- Sponsoring or undertaking research in gynaecological oncology (GynOnc)
- Providing advocacy, advice and information
  - Running consensus meetings for specific topics in GynOnc
  - Publishing clinical guidelines for diagnosis and management of gynaecological cancers
  - Working with the Royal College of Obstetricians and Gynaecologists to develop training curricula
  - Supporting professional development of membership
- Acting as an umbrella or resource body
- Supporting one national annual scientific meeting a year looking at aspects of gynaecological oncology
  - Awarding prizes to the best oral and poster presentation at the ASM

#### **Public benefit**

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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**ACHIEVEMENT AND PERFORMANCE**

**Charitable Activities**

BGCS further developed its breadth of activities and responsibilities in 2020 with the common aim of developing gynaecological cancer services and improving care for women with gynaecological cancers in the UK. The BGCS organised several educational activities during the pandemic; these included the release of national guidelines co-badged with the Royal College of Obstetricians and Gynaecologists on management of gynaecological cancer patients during the pandemic, guidance on the management of patients with abnormal uterine bleeding with the RCOG and the British Society of Gynaecological Endoscopy and inputted into several NHS England prioritisation documents to enable the care of women with gynaecological cancer to be provided. The BGCS held an open call for COVID related grants and supported 4 research grants after a competitive peer reviewed process, these have enabled high quality policy impacting outputs to be performed. The BGCS also held COVID forums at regular intervals open to all in the specialty, there were extremely popular, elicited good feedback and helped quick dissemination of best practice during COVID.

In non-COVID work the BGCS released peer reviewed uterine and cervical cancer national guidelines, both have been published on the website and in the International Journal of Gynaecological Cancer. Working with the British Association of Gynaecological Pathology, the BGCS released the first international guidance for BRCA testing in ovarian cancer, this has now been published in the International Journal of Gynaecological Cancer.

We postponed the Annual scientific conference in 2020 due to the COVID pandemic - a proactive decision was made in March 2020 allowing transfer of booking to 2021 conference.

The BGCS has continued to develop its profile as the single multidisciplinary representative body of the gynae oncology clinical and scientific community in the UK. The work of the BGCS continues to be driven by subgroups, collaborating widely in the public healthcare and charity sectors to advance our ambitions on a range of fronts.

The National Cancer Registration & Analysis Service (NCRAS) national Ovarian Cancer Audit Feasibility Pilot continues. This project is funded by a collaboration of Ovarian Cancer Action and Target Ovarian Cancer charities with the BGCS and is assessing access to treatment for women with ovarian / tubal / peritoneal cancer, with analysis of treatment and outcome variation across England. This service evaluation process will help raise standards in the care of ovarian cancer in the UK and will help reduce inequalities of care. The training subcommittee has collaborated with the Royal College of Obstetricians and Gynaecologists and the European Society of Gynaecological Oncology to establish the reciprocal arrangements needed for trainees in Europe and the UK to qualify for ESGO accreditation.

The BGCS has established an annual Trainers and Trainees summit that explores challenges and shares learning and good practice.

The society continued its initiatives reaching out to professional groups beyond surgical gynaecological oncologists during 2020, and our membership portfolio now more effectively represents all sectors of the healthcare community involved in the management of gynaecological malignancy in the UK and continues to expand. The

highly successful Webinar educational programme continues, and collaboration with industry partners to tailor professional education and training programmes appropriate for the professional development of gynaecological oncologists. To support this the BGCS has established a new Professional Development sub-group.

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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**FINANCIAL REVIEW**

**Reserves policy**

The Treasurer will monitor the financial reserves of the charity and is responsible for recommending a reserves policy which will be reviewed by the Trustees on an annual basis. The current reserves policy was agreed at the council meeting in June 2017 and is based on the following principals:

- The BGCS should keep reserves that can sustain the working of the charity for a year.
- The BGCS should not keep reserves that are excessive. Assuming the requirement for maintaining reserves for one year is met, the charity should avoid keeping reserves greater than 80% of the sum of the annual income and expenditure averaged over five years
- When reserves are excessive, the charity should explore new avenues of charitable activity.

Under the current reserves policy reserves at the year end continue to be high despite planned expenditure on funding the feasibility pilot of a National Ovarian Cancer Audit Feasibility Pilot, further expenditure on the Webinar educational programme, funding of 2 consensus meetings and funding of an additional sub-group. In 2020 Council agreed to additional spending to support the Trainees/Trainers Annual Summit, discounted registration fees to support nurse members attending Annual Scientific Meeting, increased expenditure on prizes, awards, travel fellowships and research/audit grants.

**Financial Position**

The financial position for the year shows surplus expenditure over income of £25,553 (2019 :£125,099 surplus income over expenditure). The charity has bank balances of £453,469 (2019: £340,409) . The trustees consider the financial position of the charity to be satisfactory.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The British Gynaecological Cancer Society is constituted under a deed adopted at the time of the inaugural meeting on the 6th October 1984 and amended on the 6th May 1988, 30th April 1994, 20th May 2004 and 21 June 2013. It is a registered charity, number 290959.

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Recruitment and appointment of new trustees**

The office holders of the Society (President, Hon Secretary and Hon Treasurer) have automatically held the role of Trustee since the inception of the Society in 1984. It was decided that at the summer council meeting of the society on 8th July 2015 that the society should formalise the appointment of non-executive trustees and this was ratified at the AGM of 10th July 2015. It was decided that the officers of the council as described in the constitution of the BGCS 2015 Section (3) would be joined in the role of trustees by no less than two and no more than four non-voting trustees to serve for three years. The aim of council was to seek applications from the most experienced individuals within the membership and it was envisaged that such candidates would be either nearing the end of or have retired from clinical practice. The membership was asked to self nominate for the position or nominate a colleague if they were agreeable to taking up the position, by October 31st 2015. Subsequently two individuals were identified who were approached and who both accepted the position of trustee. Their appointment was ratified at AGM of 15th May 2016. The newly appointed trustees were sent an invitation letter which directed them to background reading regarding their statutory and society responsibilities. Both trustees accepted by return of post. The first responsibility delegated to the two newly appointed trustees was the recruitment of a third non voting trustee, identified at the council meeting of 9th February 2017 and subsequently directly approached with the same invitation letter used previously. The third non-voting trustee accepted the position formally on 13th March 2017 and this appointment was ratified at the AGM on 15th June 2017, this person has now stepped down from the trustee position for personal reasons at the end of 2020. A new trustee with a non medical background and expertise in legal affairs has since been appointed.

The current constitution (2017) states in relation to trustees:-  
Section 2 (Membership of the Society)

iii. Trustees

1. Trustees are required by the Charity Commission.
2. Trustees shall be recommended by Council and ratified by the AGM.
3. Trustees shall serve a minimum term of three years and this term may be renewable for up to two further terms. In certain circumstances the term may be extended by a further one year to allow for overlap and ensuring suitable candidates are in post to provide continuity to the Society.
4. There shall be a minimum of 2 and a maximum of 4 trustees who will not have voting rights.
5. Trustees shall be individuals whose qualifications and motivation would be of value to the BGCS in promoting its goals within the rules of its charitable status.

**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.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

290959

**Principal address**

Glaslyn  
Ffordd Y Parc  
Parc Menai  
Bangor  
Gwynedd  
LL57 4FE

**BRITISH GYNAECOLOGICAL CANCER SOCIETY**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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**Trustees**

Professor S S Sundar - (President)  
Professor S Ghaem-Maghani - (Treasurer)  
Mr N Wood - (Secretary)  
Mr C Chan  
Professor J Shepherd  
Dr L Hirschowitz (resigned 31.12.20)  
Ms B Rai (appointed 14.7.21)

**Independent Examiner**

Colin Bell FCCA  
Williams Denton Cyf  
Chartered Certified Accountants  
Glaslyn  
Ffordd Y Parc  
Parc Menai  
Bangor  
Gwynedd  
LL57 4FE

Approved by order of the board of trustees on 21 October 2021 and signed on its behalf by:



Professor S S Sundar - Trustee

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BRITISH GYNAECOLOGICAL CANCER SOCIETY

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## Independent examiner's report to the trustees of British Gynaecological Cancer Society

I report to the charity trustees on my examination of the accounts of British Gynaecological Cancer Society (the Trust) for the year ended 31 December 2020.

### Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Colin Bell FCCA  
Williams Denton Cyf  
Chartered Certified Accountants  
Glaslyn  
Ffordd Y Parc  
Parc Menai  
Bangor  
Gwynedd  
LL57 4FE

Date: ..... 22/10/2021 .....



**BRITISH GYNAECOLOGICAL CANCER SOCIETY**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted fund £	Restricted fund £	31.12.20 Total funds £	31.12.19 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	-	-	-	4,550
<b>Charitable activities</b>	4				
To advance the science and art of gynaecological oncology for the benefit of the public		51,532	-	51,532	329,607
Investment income	3	144	-	144	282
<b>Total</b>		<b>51,676</b>	<b>-</b>	<b>51,676</b>	<b>334,439</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
To advance the science and art of gynaecological oncology for the benefit of the public		77,229	-	77,229	209,340
<b>NET INCOME/(EXPENDITURE)</b>		<b>(25,553)</b>	<b>-</b>	<b>(25,553)</b>	<b>125,099</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>467,019</b>	<b>-</b>	<b>467,019</b>	<b>341,920</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>441,466</b>	<b>-</b>	<b>441,466</b>	<b>467,019</b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**BRITISH GYNAECOLOGICAL CANCER SOCIETY**

**BALANCE SHEET  
31 DECEMBER 2020**

	Notes	Unrestricted fund £	Restricted fund £	31.12.20 Total funds £	31.12.19 Total funds £
<b>CURRENT ASSETS</b>					
Debtors	10	2,040	-	2,040	151,226
Cash at bank		453,469	-	453,469	340,409
		<u>455,509</u>	<u>-</u>	<u>455,509</u>	<u>491,635</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11	(14,043)	-	(14,043)	(24,616)
		<u>441,466</u>	<u>-</u>	<u>441,466</u>	<u>467,019</u>
<b>NET CURRENT ASSETS</b>					
		<u>441,466</u>	<u>-</u>	<u>441,466</u>	<u>467,019</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>441,466</u>	<u>-</u>	<u>441,466</u>	<u>467,019</u>
<b>NET ASSETS</b>					
		<u>441,466</u>	<u>-</u>	<u>441,466</u>	<u>467,019</u>
<b>FUNDS</b>	12				
Unrestricted funds				441,466	467,019
<b>TOTAL FUNDS</b>				<u>441,466</u>	<u>467,019</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 21 October 2021 and were signed on its behalf by:



Professor S S Sundar - Trustee

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

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

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

The charity is exempt from corporation tax on its charitable activities and is registered for VAT purposes.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**2. DONATIONS AND LEGACIES**

**Donations**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2020</u>	2019
Mason Relief Scheme	-	-	-	250
National Federation of Gynaecology Nurses	-	-	-	4300
<b>Total</b>	-	-	-	4,550

**BRITISH GYNAECOLOGICAL CANCER SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**3. INVESTMENT INCOME**

	<b>31.12.20</b>	31.12.19
	<b>£</b>	£
Deposit account interest	<b>144</b>	282
	<u>144</u>	<u>282</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	<b>31.12.20</b>	31.12.19
Activity	<b>£</b>	£
Sponsorships	<b>6,883</b>	176,753
Delegate fees	<b>785</b>	114,490
Subscriptions	<b>43,864</b>	38,364
	<u><b>51,532</b></u>	<u>329,607</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 6) £	Totals £
To advance the science and art of gynaecological oncology for the benefit of the public	<b>59,107</b>	<b>18,122</b>	<b>77,229</b>
	<u>59,107</u>	<u>18,122</u>	<u>77,229</u>

**6. SUPPORT COSTS**

	Management £	Governance costs £	Totals £
To advance the science and art of gynaecological oncology for the benefit of the public	<b>15,606</b>	<b>2,516</b>	<b>18,122</b>
	<u>15,606</u>	<u>2,516</u>	<u>18,122</u>

**BRITISH GYNAECOLOGICAL CANCER SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**7. INDEPENDENT EXAMINER'S FEES**

	<b>31.12.20</b>	31.12.19
	<b>£</b>	£
Independent examiner's fees	<b>1,500</b>	1,200
Other assurance services	<b>500</b>	-
	<u><b>2,000</b></u>	<u>1,200</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

**Trustees' expenses**

	<b>31.12.20</b>	31.12.19
	<b>£</b>	£
Trustees' expenses	<b>516</b>	3,304
	<u><b>516</b></u>	<u>3,304</u>

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	4,550	-	4,550
<b>Charitable activities</b>			
To advance the science and art of gynaecological oncology for the benefit of the public	329,607	-	329,607
Investment income	282	-	282
<b>Total</b>	<u>334,439</u>	<u>-</u>	<u>334,439</u>

**EXPENDITURE ON**

**Charitable activities**

To advance the science and art of  
gynaecological oncology for the benefit of the  
public

	209,340	-	209,340
<b>NET INCOME</b>	<u>125,099</u>	<u>-</u>	<u>125,099</u>

**RECONCILIATION OF FUNDS**

**Total funds brought forward**

As previously reported	347,854	-	347,854
Prior year adjustment	(5,934)	-	(5,934)
<b>As restated</b>	<u>341,920</u>	<u>-</u>	<u>341,920</u>

**BRITISH GYNAECOLOGICAL CANCER SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>467,019</b>	<b>-</b>	<b>467,019</b>

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.12.20</b> £	31.12.19 £
Other debtors	-	150,034
Prepayments	<b>2,040</b>	1,192
	<b>2,040</b>	151,226

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.12.20</b> £	31.12.19 £
Trade creditors	<b>11,254</b>	2,081
VAT	<b>1,289</b>	20,935
Accrued expenses	<b>1,500</b>	1,600
	<b>14,043</b>	24,616

**12. MOVEMENT IN FUNDS**

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
<b>Unrestricted funds</b>			
General fund	<b>467,019</b>	<b>(25,553)</b>	<b>441,466</b>
<b>TOTAL FUNDS</b>	<b>467,019</b>	<b>(25,553)</b>	<b>441,466</b>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>51,676</b>	<b>(77,229)</b>	<b>(25,553)</b>
<b>TOTAL FUNDS</b>	<b>51,676</b>	<b>(77,229)</b>	<b>(25,553)</b>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020

## 12. MOVEMENT IN FUNDS - continued

## Comparatives for movement in funds

	At 1.1.19 £	Prior year adjustment £	Net movement in funds £	At 31.12.19 £
<b>Unrestricted funds</b>				
General fund	347,854	(5,934)	125,099	467,019
<b>TOTAL FUNDS</b>	<u>347,854</u>	<u>(5,934)</u>	<u>125,099</u>	<u>467,019</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	334,439	(209,340)	125,099
<b>TOTAL FUNDS</b>	<u>334,439</u>	<u>(209,340)</u>	<u>125,099</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Prior year adjustment £	Net movement in funds £	At 31.12.20 £
<b>Unrestricted funds</b>				
General fund	347,854	(5,934)	99,546	441,466
<b>TOTAL FUNDS</b>	<u>347,854</u>	<u>(5,934)</u>	<u>99,546</u>	<u>441,466</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	386,115	(286,569)	99,546
<b>TOTAL FUNDS</b>	<u>386,115</u>	<u>(286,569)</u>	<u>99,546</u>

**13. RELATED PARTY DISCLOSURES**

Due to the nature of the charity's operations and composition of the board of trustees and membership both trustees and members will pay subscriptions and fees to the Charity, other than these no material transactions have been identified which should be disclosed.