

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2020
for
Bath Cancer Unit Support Group

Moore
Chartered Accountants
30 Gay Street
Bath
BA1 2PA

Bath Cancer Unit Support Group

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for the Year Ended 31 December 2020

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Bath Cancer Unit Support Group

Report of the Trustees for the Year Ended 31 December 2020

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

Objects

The Charity's objects are to relieve sickness by supporting the work of the Oncology and Radiotherapy Unit at the Bath Royal United Hospitals and other health units (to include, but not by way of limitation clinics, surgeries, and hospitals) providing the same or similar services for patients in Bath and the surrounding area, in particular by raising money to purchase equipment and provide facilities and services (including, but not by way of limitation the financing of medical and other staff to provide additional care and also additional staff training) (provided that the Charity shall not undertake any permanent trading activities in raising such monies) not provided by the local health authority or by any trust associated with the National Health Service which administers and governs the Bath Royal United Hospitals.

Activities to further the charity's objects

To date, the charity has supported and funded a number of projects by the making of grants. Such grants have been made following the careful consideration of each request.

Public benefit

The Trustees have paid due regard to the Charity Commission guidance on public benefit in deciding what activities the charity should undertake. The focus of our activities remains the enhancement of facilities for cancer patients at the Royal United Hospitals Bath and other health units. This benefits, most importantly patients but also visitors to and the staff of these units. The benefits are provided to people predominantly, but not exclusively, living in West Wiltshire, Bath, North East Somerset and East Somerset.

Bath Cancer Unit Support Group

Report of the Trustees for the Year Ended 31 December 2020

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year the charity's income amounted to £75,359 (2019: £157,171). Legacies receivable during 2020 amounted to £22,883 compared to £47,968 during 2019. Net assets at 31 December 2020 were £66,101 (2019: £102,131).

With the COVID epidemic during the year, most of the fundraising activities have been cancelled or postponed. With very low fixed costs, the charity's financial position remains strong.

The Positron (PET-CT) Scanner funded by the Charity in 2016 at a cost of £1.2million, has exceeded the expectations of the Consultants both in terms of the number of patients scanned and in the results achieved. The 3000th patient was treated during this year.

The unit has also been involved in 10 research trials.

Since this charity was founded in 1985 in excess of £5 million has been raised and spent on providing a range of facilities for cancer patients attending The Royal United Hospital including:

- Refurbishing the Oncology reception and waiting areas (1991)
- Constructing a day treatment centre for chemotherapy patients (1994)
- Relocating the cytology (cervical smear) laboratory (1998)
- Purchasing a second Linear Accelerator (2000)
- Constructing a new day treatment unit (2003)
- Providing the radioactive 'seeds' at the start of the Prostate Brachytherapy service (2004)
- Setting up a Cancer Information Centre (2006)
- Constructing additional toilets for patients (2008)
- Constructing a quiet room where diagnoses can be discussed (2009)
- Replacing the superficial x-ray treatment unit (2010)
- Purchasing Terarecon Client Image manipulation software (2010)
- Refurbishing a quiet room in the Uro oncology department (2011)
- Funding a contrast enhanced digital mammography facility (2011)
- Purchase of 5 new patient trolleys and 2 equipment trolleys (2012)
- Purchase of software to view scans (2012)
- Purchase of Positron (PET-CT) Scanner for £1.2 million (2016)

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Report of the Trustees for the Year Ended 31 December 2020

- Purchase of equipment to support Positron (PET-CT) Scanner (2017)
- During 2018 and 2019, the Trustees agreed a funding request from the Cancer Unit. This was to fund the out of hours section of a 24 hour Helpline for patients undergoing Chemotherapy.
- Funding the Trial of Low Level Lasers in the Management of Oral Mucositis for Head and Neck Cancer Irradiation (2019)
- Purchasing 2 real Time Position Management Respiratory Gating Systems (2019)
- Initial payment towards an Upgraded Solid State Gamma Camera (2019). A further payment of £100,000 was made in 2020 to fund the purchase of a Veriton Gamma Camera, the first in the UK.
- Constructing a Quiet Room for the Palliative Care Team (2019)
- Purchasing a Portable Ultrasound Unit and Vascular Doppler Plus Probe for the Breast Cancer Unit (2019)

The charity continues to be run only by volunteers. Consequently, a very high proportion of the funds which are raised each year are available for improving facilities. An average of 90-95% over the last 5 years.

Trowbridge Branch

Since 1988 the charity has benefitted from the fund raising activities of its Trowbridge Branch and the Trustees wish to record their thanks for the remarkable contribution which the members of the branch have made to the amounts raised by the charity over more than 30 years and for the leadership of the branch provided since 1989 by its Chairman Tino Polledri. Tino has retired and the new Chair is Sue Oliver. The Trustees wish to record their gratitude to Tino for all of his hard work over that significant time.

FINANCIAL REVIEW

Reserves policy

It is the policy of the charity to raise funds to finance various projects, consequently the level of reserves will vary dependent upon whether the charity is in the process of raising funds or has expended or committed such funds. As the charity has little fixed operating costs it does not require any level of reserves in order to ensure that it is able to function.

FUTURE PLANS

The charity will continue to fund amenities for cancer patients attending The Royal United Hospital Bath and will consider applications for grants to fund the purchase of equipment.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its Constitution, the latest version of which was adopted on 11 January 2012 amended on 5 December 2012 and 11 April 2018 and is an unincorporated body.

Organisation of the charity

The trustees meet on a regular basis and at each meeting monitor the progress of the charity's income and expenditure as well as considering requests for grants.

Trustees are appointed in accordance with the rules set out in the constitution, and are formally elected at each Annual General Meeting.

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.

Bath Cancer Unit Support Group

Report of the Trustees
for the Year Ended 31 December 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

292643

Principal address

Mr Mike Coombs
10 Horseshoe Walk
Widcombe
Bath
BA2 6DE

Trustees

M D Taylor FCA CTA TEP Chairman
B Polledri (resigned 17.4.20)
S M MacGregor (resigned 4.12.20)
C A Gilleece
Dr C J C Knechtli (resigned 22.3.20)
J E Margetts
L R Dymond
S Coppin
M P Coombs
S Pinner
A Webb
B Mogan (resigned 19.3.20)
Dr A C Herring
S J Oliver
J M Crow (resigned 2.9.20)
Dr J Crowe

Independent Examiner

Mark Powell
Moore
Chartered Accountants
30 Gay Street
Bath
BA1 2PA

Solicitors

Stone King LLP
13 Queen Square
Bath
BA1 2HJ

Bath Cancer Unit Support Group

Report of the Trustees
for the Year Ended 31 December 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

HSBC Bank plc
41 Southgate Street
Bath
BA1 1TN

Approved by order of the board of trustees on 17 March 2021 and signed on its behalf by:


M G Taylor FCA CTA TEP - Trustee

Independent Examiner's Report to the Trustees of
Bath Cancer Unit Support Group

Independent examiner's report to the trustees of Bath Cancer Unit Support Group

I report to the charity trustees on my examination of the accounts of Bath Cancer Unit Support Group (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.



Mark Powell
Moore
Chartered Accountants
30 Gay Street
Bath
BA1 2PA

Date: 19 / 3 / 2021

Bath Cancer Unit Support Group

Statement of Financial Activities
for the Year Ended 31 December 2020

	Notes	Unrestricted funds £	Restricted funds £	31.12.20 Total funds £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	63,152	-	63,152	130,417
Other trading activities	3	12,109	-	12,109	25,976
Investment income	4	98	-	98	778
Total		75,359	-	75,359	157,171
 EXPENDITURE ON					
Raising funds	5	9,557	-	9,557	12,149
Charitable activities					
Royal United Hospital Bath: Cancer Unit		100,244	-	100,244	359,912
Royal United Hospital Bath: Amenities		1,588	-	1,588	5,036
Total		111,389	-	111,389	377,097
NET INCOME/(EXPENDITURE)		(36,030)	-	(36,030)	(219,926)
 RECONCILIATION OF FUNDS					
Total funds brought forward		102,131	-	102,131	322,057
TOTAL FUNDS CARRIED FORWARD		66,101	-	66,101	102,131

The notes form part of these financial statements

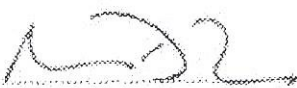
Bath Cancer Unit Support Group

Balance Sheet

31 December 2020

	Notes	Unrestricted funds £	Restricted funds £	31.12.20 Total funds £	31.12.19 Total funds £
CURRENT ASSETS					
Debtors	9	13,419	-	13,419	1,404
Cash at bank		<u>69,117</u>	<u>-</u>	<u>69,117</u>	<u>123,078</u>
		82,536	-	82,536	124,482
CREDITORS					
Amounts falling due within one year	10	<u>(16,435)</u>	<u>-</u>	<u>(16,435)</u>	<u>(22,351)</u>
NET CURRENT ASSETS		<u>66,101</u>	<u>-</u>	<u>66,101</u>	<u>102,131</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>66,101</u>	<u>-</u>	<u>66,101</u>	<u>102,131</u>
NET ASSETS		<u>66,101</u>	<u>-</u>	<u>66,101</u>	<u>102,131</u>
FUNDS	11				
Unrestricted funds				<u>66,101</u>	<u>102,131</u>
TOTAL FUNDS				<u>66,101</u>	<u>102,131</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 12 March 2021 and were signed on its behalf by:



M.D. Taylor FCA CTA TEP - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of accounting

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.

The accounts (financial statements) have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair view". This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity is registered charity in England and Wales and is unincorporated. The address of the principal office is set out on page 2 of the Report of the Trustees. The presentation currency of the financial statements is pounds sterling.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Tangible fixed assets

All fixed assets are initially recorded at cost.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

1. ACCOUNTING POLICIES - continued

Donations, voluntary income and legacies

Donations and voluntary income are accounted for when receivable. Legacies are recognised when received or if, before receipt, there is sufficient evidence to provide the necessary certainty that the legacy will be received and the value of the incoming resources can be measured with sufficient reliability.

Liabilities and allocation of costs

Liabilities are recognised in the financial statements when the charity has an obligation to transfer economic benefits as a result of a past transaction or event. Costs are allocated between direct charitable and other expenditure according to the nature of the cost.

Funds

The restricted funds were held specifically for the purpose of funding the Low Level Laser Unit. All other income received is unrestricted in nature and has been classified as such. The surplus or deficit in the year is allocated to each fund accordingly.

2. DONATIONS AND LEGACIES

			31.12.20	31.12.19
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Donations	39,479	-	39,479	78,440
Legacies	22,883	-	22,883	47,968
Collection boxes	790	-	790	4,009
	<u>63,152</u>	<u>-</u>	<u>63,152</u>	<u>130,417</u>

3. OTHER TRADING ACTIVITIES

			31.12.20	31.12.19
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Fundraising events	<u>12,109</u>	<u>-</u>	<u>12,109</u>	<u>25,976</u>

Bath Cancer Unit Support Group

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

4. INVESTMENT INCOME

	Unrestricted funds	Restricted funds	31.12.20 Total funds	31.12.19 Total funds
	£	£	£	£
Deposit account interest	<u>98</u>	<u>-</u>	<u>98</u>	<u>778</u>

5. RAISING FUNDS

Raising donations and legacies

	Unrestricted funds	Restricted funds	31.12.20 Total funds	31.12.19 Total funds
	£	£	£	£
Insurance	1,005	-	1,005	955
Postage and stationery	-	-	-	386
Fundraising and publicity	3,680	-	3,680	6,439
Supportline newsletter	2,215	-	2,215	2,192
Administrator costs	1,067	-	1,067	647
Support costs	<u>1,590</u>	<u>-</u>	<u>1,590</u>	<u>1,530</u>
	<u>9,557</u>	<u>-</u>	<u>9,557</u>	<u>12,149</u>

Included within support costs are fees payable to the Independent Examiner for 2020 of £1,590 (2019: £1,530).

6. 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

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	130,417	-	130,417
Other trading activities	25,976	-	25,976
Investment income	<u>778</u>	<u>-</u>	<u>778</u>
Total	157,171	-	157,171
 EXPENDITURE ON			
Raising funds	12,149	-	12,149
Charitable activities			
Royal United Hospital Bath: Cancer Unit	355,762	4,150	359,912
Royal United Hospital Bath: Amenities	<u>5,036</u>	<u>-</u>	<u>5,036</u>
Total	372,947	4,150	377,097
 NET INCOME/(EXPENDITURE)	(215,776)	(4,150)	(219,926)
 RECONCILIATION OF FUNDS			
Total funds brought forward	<u>317,907</u>	<u>4,150</u>	<u>322,057</u>
 TOTAL FUNDS CARRIED FORWARD	<u>102,131</u>	<u>-</u>	<u>102,131</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

8. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 January 2020 and 31 December 2020	<u>2,327</u>
DEPRECIATION	
At 1 January 2020 and 31 December 2020	<u>2,327</u>
NET BOOK VALUE	
At 31 December 2020	<u>-</u>
At 31 December 2019	<u>-</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20 £	31.12.19 £
Other debtors	3,419	1,375
Prepayments and accrued income	<u>10,000</u>	<u>29</u>
	<u>13,419</u>	<u>1,404</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20 £	31.12.19 £
Trade creditors	1,560	-
Other creditors	<u>14,875</u>	<u>22,351</u>
	<u>16,435</u>	<u>22,351</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

11. MOVEMENT IN FUNDS

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	2,131	63,970	66,101
Designated fund	<u>100,000</u>	<u>(100,000)</u>	<u>-</u>
	<u>102,131</u>	<u>(36,030)</u>	<u>66,101</u>
TOTAL FUNDS	<u>102,131</u>	<u>(36,030)</u>	<u>66,101</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	75,359	(11,389)	63,970
Designated fund	<u>-</u>	<u>(100,000)</u>	<u>(100,000)</u>
	<u>75,359</u>	<u>(111,389)</u>	<u>(36,030)</u>
TOTAL FUNDS	<u>75,359</u>	<u>(111,389)</u>	<u>(36,030)</u>

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
General fund	317,907	(215,776)	(100,000)	2,131
Designated fund	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>100,000</u>
	317,907	(215,776)	-	102,131
Restricted funds				
Low Level Laser Unit	<u>4,150</u>	<u>(4,150)</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS	<u>322,057</u>	<u>(219,926)</u>	<u>-</u>	<u>102,131</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	157,171	(372,947)	(215,776)
Restricted funds			
Low Level Laser Unit	-	(4,150)	(4,150)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>157,171</u>	<u>(377,097)</u>	<u>(219,926)</u>

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

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	317,907	(151,806)	(100,000)	66,101
Designated fund	<hr/> -	<u>(100,000)</u>	<u>100,000</u>	<hr/> -
	317,907	(251,806)	-	66,101
Restricted funds				
Low Level Laser Unit	4,150	(4,150)	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>322,057</u>	<u>(255,956)</u>	<u>-</u>	<u>66,101</u>

Bath Cancer Unit Support Group

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

11. MOVEMENT IN FUNDS - continued

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 £
Unrestricted funds			
General fund	232,530	(384,336)	(151,806)
Designated fund	<u> </u>	<u>(100,000)</u>	<u>(100,000)</u>
	232,530	(484,336)	(251,806)
Restricted funds			
Low Level Laser Unit	-	(4,150)	(4,150)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>232,530</u>	<u>(488,486)</u>	<u>(255,956)</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.