

LEUKAEMIA UNIT APPEAL FUND
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

LEUKAEMIA UNIT APPEAL FUND

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Lee Jenkins Roslyne Bratt-Wyton Pauline Jenkins Ken Winning David Bareford Christine Protheroe Angela Watts
Charity number	701336
Principal address	38 Strathern Drive Coseley West Midlands WV14 9HE
Independent examiner	Neal and Co Business Services Limited Shakespeare Buildings 26 Cradley Road Cradley Heath West Midlands B64 6AG
Bankers	NatWest Merry Hill Centre Brierley Hill West Midlands DY1 1LW
Solicitors	Higgs & Sons 3 Waterfront Business Park Dudley Road Brierley Hill DY5 1LX

LEUKAEMIA UNIT APPEAL FUND

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LEUKAEMIA UNIT APPEAL FUND

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and accounts for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The charity's objective continues to be the promotion of care in comfortable surroundings for patients receiving treatment for haematological malignancies and those receiving chemotherapy for solid tumours. The charity has provided for the construction and expansions to the Georgina Unit in the Metropolitan Borough of Dudley. These objectives are met by a number of activities which assist in the maintenance of the care environment by assisting the welfare of patients, families and staff.

- Purchase of consumables, games, furnishings and other items to improve the quality of life for those who work and stay in the Unit.
- Contributions towards the upkeep of the Unit.
- Contributions towards the purchase of equipment for the Unit.
- Provision of respite accommodation for patients and their families.
- Provision of scholarships to nurses and other hospital staff to assist with their training and education in cancer care.

The charity formed a wholly owned trading subsidiary called LUAF Ltd on 7th February 2013. The trading activity of LUAF Ltd is the sale of donated goods in charity shops. Profits from this company are transferred to the charity via the provisions of gift aid at the end of each financial year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

This year has been another challenging year for the fund in terms of raising funds to meet its core objectives. Historically low interest rates have resulted in poor investment returns. Covid 19 also meant a loss of income due to a reduction in fundraising.

In addition to assisting the Georgina Unit with general purchases of consumables, the fund has continued to finance large items of expenditure by earmarking monies to be spent on specific items which will benefit the Unit, the staff and the patients. Details of these are given in Note 16 of the financial statements.

The fund has continued to support the maintenance of the holiday homes, support of education and training for Haemato/Oncology staff and patient support. The fund has also been able to help patients with special events in their lives.

The respite accommodation allows the units patients and families to enjoy a holiday when treatment allows and also allows for bereaved families to take time away in a comfortable environment. The respite accommodation consists of a log cabin, two chalets and a family caravan.

The Trustees pay a tribute to the invaluable work undertaken by the many people who have volunteered their time, in assisting with the fund-raising events and helping to maintain the chalets, log cabin and caravan.

Therefore, taking into account the difficult economic climate, 2022/23 has been an encouraging year with the generous support from many people. This has allowed the fund to support the Georgina Unit in all its activities.

The success of the fund also brings additional responsibilities to the Trustees to ensure the money is spent appropriately.

LEUKAEMIA UNIT APPEAL FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have built up reserves to meet the ongoing changes within the Leukaemia and cancer care environment. The trustees have funds designated for the purchase of specialist equipment and the cost of educational scholarships. Other designated funds are for the support of salaries for specialised staff.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity was established by a charitable trust deed on 27 February 1989.

The trustees who served during the year were:

Lee Jenkins

Roslyne Bratt-Wyton

Pauline Jenkins

Ken Winning

David Bareford

Christine Protheroe

Angela Watts

Prospective new Trustees are nominated by Board members.

The trustees' report was approved by the Board of Trustees.

Roslyne Bratt-Wyton

Trustee

Dated: 16 October 2023

LEUKAEMIA UNIT APPEAL FUND

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF LEUKAEMIA UNIT APPEAL FUND

I report on the accounts of the charity for the year ended 31 March 2023, which are set out on pages 5 to 14.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

LEUKAEMIA UNIT APPEAL FUND

INDEPENDENT EXAMINER'S REPORT (CONTINUED) TO THE TRUSTEES OF LEUKAEMIA UNIT APPEAL FUND

Robert Chance FCCA
Neal and Co Business Services Limited

The Association of Chartered Certified Accountants
Shakespeare Buildings
26 Cradley Road
Cradley Heath
West Midlands
B64 6AG

Dated: 16 October 2023

LEUKAEMIA UNIT APPEAL FUND

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	2022 £
<u>Income and endowments from:</u>			
Donations and legacies	2	22,970	73,262
Other trading activities	3	4,027	259
Investments	4	5,254	4,217
Other income	5	147,618	96,975
Total income		179,869	174,713
<u>Expenditure on:</u>			
Charitable activities	6	159,738	214,452
Other	10	428	250
Total resources expended		160,166	214,702
Net income/(expenditure) for the year/ Net movement in funds		19,703	(39,989)
Fund balances at 1 April 2022		1,155,735	1,195,724
Fund balances at 31 March 2023		1,175,438	1,155,735

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

LEUKAEMIA UNIT APPEAL FUND

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Property, plant and equipment	11		9,620		52,867
Investments	12		1		1
			<u>9,621</u>		<u>52,868</u>
Current assets					
Trade and other receivables	14	93,296		113,463	
Cash at bank and in hand		1,074,971		994,535	
		<u>1,168,267</u>		<u>1,107,998</u>	
Current liabilities	15	(2,450)		(5,131)	
Net current assets			<u>1,165,817</u>		<u>1,102,867</u>
Total assets less current liabilities			<u>1,175,438</u>		<u>1,155,735</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	16	156,675		289,921	
General unrestricted funds		1,018,763		865,814	
			<u>1,175,438</u>		<u>1,155,735</u>
			<u>1,175,438</u>		<u>1,155,735</u>

The accounts were approved by the Trustees on 16 October 2023

Lee Jenkins
Trustee

Roslyne Bratt-Wyton
Trustee

LEUKAEMIA UNIT APPEAL FUND

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Leukaemia Unit Appeal Fund is a registered charity in England and Wales. The principal address is 38 Strathern Drive, Coseley, West Midlands, WV14 9HE.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

LEUKAEMIA UNIT APPEAL FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Revenue is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

1.5 Resources expended

Expenditure is included on an accruals basis, when incurred.

Charitable Activities

These are purchases of goods and services which relate directly to the provision of the charitable activities. Grants payable are accounted for once approved by the trustees.

Support Costs

These are incurred directly in support of the charitable activities. They are allocated equally to the two main charitable activities (supporting the patients and carers at the Leukaemia Unit at Russells Hall Hospital and respite accommodation for patients and families).

Governance

These are costs incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Property, plant and equipment

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is calculated to write off the cost less estimated residual value of fixed assets on a straight line basis over their estimated useful lives.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Non-current investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Fund accounting

The charity's general reserves consists of funds which the charity will use for the purpose of supporting the specialist cancer unit in the Metropolitan Borough of Dudley (the Georgina Unit) for the treatment of cancer patients with a Haematological malignancy that are cared for on the Georgina Unit, and any other related expenditure (at the discretion of the trustees).

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

LEUKAEMIA UNIT APPEAL FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

2 Donations and legacies

	2023	2022
	£	£
Unity Productions		2,000
In memory of Eileen Elsie Price		47,356
The Saleem Foundation		3,316
David Gregory		1,623
Lindsey Holliday		1,115
Pauline Adams		1,100
In memory of Lily Abbiss		1,000
Porsche 500 Club	10,120	
In memory of Gordon Monckton	1,080	
Third From The Right Productions	1,300	
Other donations	10,470	15,752
	<u>22,970</u>	<u>73,262</u>

3 Other trading activities

	2023	2022
	£	£
Activities for generating funds	<u>4,027</u>	<u>259</u>

4 Investments

	2023	2022
	£	£
Interest receivable	<u>5,254</u>	<u>4,217</u>

5 Other income

	2023	2022
	£	£
Net gain on disposal of tangible fixed assets	48,941	-
Rental income from holiday homes	17,410	18,775
Profits transferred from LUAF Ltd	81,267	78,200
	<u>147,618</u>	<u>96,975</u>

LEUKAEMIA UNIT APPEAL FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

6 Charitable activities

	Supporting the Leukaemia Unit £	Respite Accommoda- tion £	Total 2023 £	Total 2022 £
Depreciation and impairment	-	11,008	11,008	14,192
Purchase of furnishings and consumables for ward	29,483	-	29,483	8,826
Scholarships	3,525	-	3,525	15,728
Home chemotherapy service	79,536	-	79,536	136,347
Repairs, maintenance and cleaning	-	9,120	9,120	15,173
Furnishings and consumables	-	2,089	2,089	419
Site costs - passes, rent and utilities	-	19,877	19,877	19,014
	<u>112,544</u>	<u>42,094</u>	<u>154,638</u>	<u>209,699</u>
Share of support costs (see note 7)	1,500	1,500	3,000	2,773
Share of governance costs (see note 7)	1,050	1,050	2,100	1,980
	<u>115,094</u>	<u>44,644</u>	<u>159,738</u>	<u>214,452</u>
Analysis by fund				
Unrestricted funds	<u>115,094</u>	<u>44,644</u>	<u>159,738</u>	
	<u>115,094</u>	<u>44,644</u>	<u>159,738</u>	
For the year ended 31 March 2022				
Unrestricted funds	<u>163,277</u>	<u>51,175</u>		<u>214,452</u>
	<u>163,277</u>	<u>51,175</u>		<u>214,452</u>

LEUKAEMIA UNIT APPEAL FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

7 Support costs

	Support costs £	Governance costs £	2023 £	2022 £	Basis of allocation
Printing, stationery and advertising	181	-	181	138	
Insurance	2,459	-	2,459	2,217	
Sundry	360	-	360	418	
Audit fees	-	2,100	2,100	1,980	Governance
	<u>3,000</u>	<u>2,100</u>	<u>5,100</u>	<u>4,753</u>	
Analysed between Charitable activities	<u>3,000</u>	<u>2,100</u>	<u>5,100</u>	<u>4,753</u>	

Governance costs includes payments to the accountants of £2,100 (2022-£1,980) for independent examination fees.

8 Trustees

None of the trustees received any remuneration during the year.

9 Employees

There were no employees during the year.

10 Other

	2023 £	2022 £
Catering	<u>428</u>	<u>250</u>
	<u>428</u>	<u>250</u>

LEUKAEMIA UNIT APPEAL FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

11 Property, plant and equipment

	Respite Accomm £	Office Equipment £	Total £
Cost			
At 1 April 2022	308,771	61,721	370,492
Disposals	(95,529)	-	(95,529)
At 31 March 2023	213,242	61,721	274,963
Depreciation and impairment			
At 1 April 2022	255,904	61,721	317,625
Depreciation charged in the year	11,008	-	11,008
Eliminated in respect of disposals	(63,290)	-	(63,290)
At 31 March 2023	203,622	61,721	265,343
Carrying amount			
At 31 March 2023	9,620	-	9,620
At 31 March 2022	52,867	-	52,867

12 Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 April 2021 & 31 March 2022	1
Carrying amount	
At 31 March 2023	1
At 31 March 2022	1

13 Financial instruments

	2023 £	2022 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	80,442	87,976
Equity instruments measured at cost less impairment	1	1
Carrying amount of financial liabilities		
Measured at amortised cost	2,450	5,131

LEUKAEMIA UNIT APPEAL FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

14 Trade and other receivables

	2023 £	2022 £
Amounts falling due within one year:		
Amounts due from subsidiary undertakings	80,442	87,976
Prepayments and accrued income	12,854	25,487
	<u>93,296</u>	<u>113,463</u>

15 Current liabilities

	2023 £	2022 £
Other payables	410	904
Accruals and deferred income	2,040	4,227
	<u>2,450</u>	<u>5,131</u>

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2022 £	Incoming resources £	Movement in funds Resources expended £	Transfers £	Asset disposal £	Balance at 31 March 2023 £
Respite accommodation	52,865	-	(11,008)	-	(32,238)	9,619
Staff support and bursaries	12,000	-	(1,525)	1,525	-	12,000
Hinton scholarship fund	119,356	-	-	-	-	119,356
Amy Stew-Gregory scholarship fund	16,100	-	(2,000)	-	-	14,100
Mr and Mrs Turner ophthalmoscopes fund	1,600	-	-	-	-	1,600
Mr M Adams	88,000	-	-	(88,000)	-	-
	<u>289,921</u>	<u>-</u>	<u>(14,533)</u>	<u>(86,475)</u>	<u>(32,238)</u>	<u>156,675</u>

Respite accommodation

This represents capital expenditure on two chalets, one log cabin and one caravan which the Fund has purchased to be utilised by the patients of the Georgina Unit and their families. The expended resources represent the annual depreciation charge and the asset disposal is the sale of the log cabin in October 2022. Therefore, the closing balance is equal to the closing net book value of the assets.

Staff support and bursaries

The Fund has previously supported the training and education of nurses and hospital staff, and had earmarked a further £12,000 towards this.

LEUKAEMIA UNIT APPEAL FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

16 Designated funds

(Continued)

Hinton scholarship fund

This fund represents a legacy received from Kenneth and Margaret Hinton. The funds have been put aside and will be used for scholarships.

Amy Stew-Gregory scholarship fund

This fund represents money raised in memory of Amy Stew-Gregory. The funds have been put aside and will be used for scholarships.

Mr and Mrs Turner ophthalmoscopes fund

This fund represents a donation from Mr and Mrs Turner for ophthalmoscopes.

Mr M Adams

This is a ring fenced donation for a chemotherapy at home service in memory of Mr M Adams. The charity has now fulfilled its 3 year support of such service.

17 Related party transactions

The Keleaner is a cleaning firm operated by the daughter of one of the Trustees (P Jenkins). They were employed to do washing and deep cleaning for the holiday homes. The total value of services amounted to £210 (2022 - £1,611).