

**ROYAL FREE CANCERKIN BREAST CANCER TRUST**

Company Registration No. 4132563 (England and Wales) Charity Registration No. 1085517

TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED  
31st DECEMBER 2014

ROYAL FREE CANCERKIN BREAST CANCER TRUST  
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ROYAL FREE CANCERKIN BREAST CANCER TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees        Mr J Carrier  
                    Mr S P Parbhoo  
                    Ms R Wynberg  
                    Mr T Davidson  
                    Mr M D Paisner CBE  
                    Mrs J S Sanitt  
                    Dr G Lloyd (resigned 20 June 2014)  
                    Mrs J Mishon (resigned 20 June 2014)  
                    Mrs J Oppenheimer  
                    Mr D Gibson  
                    Mr A Witney

Secretary       Ms V Todd

Charity number    1085517

Company number   4132563

Principal address    The Cancerkin Centre Royal Free Hospital Pond Street Hampstead NW3 2QG

Registered office    The Cancerkin Centre Royal Free Hospital Pond Street Hampstead NW3 2QG

Auditors            Kingston Smith  
                         Devonshire House  
                         60 Goswell Road  
                         London EC1M 7AD

Bankers             Lloyds TSB Plc  
                         Hampstead Branch  
                         40 Rosslyn Hill  
                         London NW3 1NL

Solicitors           Berwin Leighton Paisner LLP  
                         Adelaide House  
                         London Bridge  
                         London EC4R 9HA

Investment advisors   GAM Investments Limited  
                         12 St James's Place London

## **ROYAL FREE CANCERKIN BREAST CANCER TRUST**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2014**

The trustees are pleased to present their report, together with the financial statements of the Charity, for the year ended 31 December 2014.

Legal and administrative information forms part of this report. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the current statutory requirements, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Royal Free Cancerkin Breast Cancer Trust was incorporated on 29th December 2000 as a company limited by guarantee with the working name 'Cancerkin', company number 4132563, registered in England and Wales. The Charity was granted registration by the Charity Commission on 13th March 2001, with the registered Charity number 1085517.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Mr J Carrier

Mr S P Parbhoo

Ms R Wynberg

Mr T Davidson

Mr M D Paisner CBE

Mrs J S Sanitt

Dr G Lloyd (resigned 20 June 2014)

Mrs J Mishon (resigned 20 June 2014)

Mrs Jenny Oppenheimer

Mr D Gibson Hon Treasurer

Mr A Witney

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of it winding up.

### **OBJECTS OF THE CHARITY**

The objects of the Charity as set out in the Memorandum and Articles of Association are:

- i. the promotion of medical and surgical research within the Royal Free Hospital including research into organisation and methods of conducting diagnosis treatment and nursing and other services;
- ii. the promotion of medical and surgical research within the UCL Medical School Royal Free Campus and the training of students and the continuing education and graduates of the School;
- iii. the provision and furnishing of accommodation and amenity buildings for the use of staff and students of the Hospital and/or the School and the provision of recreational facilities for such staff and students; and

- iv. such other charitable purposes associated with the relief of sickness and the advancement of human knowledge as the trustees may from time to time think fit.

In relation to these objects the trustees have decided that the funds of the Charity may be expended on any or all of the following:

- The provision of information, treatment, supportive care and rehabilitation for patients with breast cancer and support for those close to them.
- To support, undertake and collaborate in research regarding normal breast, breast cancer and benign conditions.
- To provide education and training for health professionals, students and volunteers in subjects related to breast cancer, benign breast disease and related problems.
- To evolve with the changing management of breast cancer and to ensure appropriate and effective use of resources.

#### **PUBLIC BENEFIT**

The purpose of the Charity is “the advancement of health” (s 3(1) Charities Act 2011). The Trustees have taken full recognition of the requirements of s 17 of the 2011 Act in regard to public benefit.

## **ACTIVITIES UNDERTAKEN BY THE CHARITY DURING 2014 TO FURTHER ITS PURPOSES FOR THE PUBLIC BENEFIT**

### **PATIENT AND FAMILY SERVICES**

These are all provided free of charge, regardless of where the patient is treated.

Episodes of care given during the 12 months to 31 December 2014 totalled 5406 (including lymphoedema but excluding the outreach programme), varying in time from a 15 minute session in the lymphoedema clinic to longer sessions, such as for Art Therapy or Look Good...Feel Better workshops. This was a 13% increase on 2013 (4784).

#### **A. TREATMENT: LYMPHOEDEMA CLINIC**

About one in five people (20%) will have lymphoedema of the arm after surgery or radiotherapy for breast cancer and of that 20%, nearly half will suffer moderate to severe swelling, where the limb may become misshapen. If the condition is not treated, it gets worse and the limb can become hard and heavy. It can be painful and make it difficult to move the arm. In some cases, the width of the arm doubles and the weight of the arm increases significantly, causing sufferers great difficulty in dealing with day to day activities we take for granted such as getting dressed, opening a door, washing or cooking. Lymphoedema is a lifelong condition that can develop weeks or years after cancer treatment. There is no cure, but it can be treated. In view of the limited NHS provision for treating this condition, Cancerkin has, since 1990, run the only clinic of its kind in the UK, specialising in breast cancer related lymphoedema. The technique used is Complex Decongestive Therapy, which is practised in renowned continental treatment centres.

The Clinic has a staff of 9. There are 4 trained therapists and 5 volunteer assistants. During 2014, thanks to the generous support from the Bluston Charitable Trust, the Childwick Trust, the Dollond Charitable Trust, the Hampstead Wells and Campden Trust, the James Tudor Trust, and the Sobell Foundation, we were able to keep the Lymphoedema Clinic open for 5 days a week. During 2014, our therapists gave 1372 episodes of care of between fifteen and sixty minutes duration, compared to 1103 in 2013. The total patient treatment hours in 2014 were 1023 compared with 854 in 2013.

#### **B. INFORMATION, SUPPORTIVE CARE AND REHABILITATION**

There were over 4034 episodes of care given through various services in 2014. This was a 9.6% increase over 2013 (3681). Thanks to generous funding from (among others) the Andor Charitable Trust, the Mercers' Company, the Padwa Foundation, and the Pink Ribbon Foundation, these services comprised:

##### **i) One To One Support**

Given by trained and experienced volunteer visitors (known as Experienced Patients) to patients, on the ward, by telephone or at the Cancerkin Centre. We have 3 Experienced Patients. They provide a safe and reliable listening ear to both patients and their relatives.

We offered 7 one to one therapies during 2014 including our very popular massage, reflexology and acupuncture therapies. In 2014, there were 2,308 one-to-one support or therapy sessions; compared with 2,413 in 2013.

**ii) Patient Support Groups**

There are two patient support groups, one open to all and one aimed specifically at younger women (aged 45 and under). Both groups meet approximately monthly to enjoy mutual support, information sharing and facilitated discussion. During 2014, the groups welcomed a number of speakers on a wide variety of topics, including cancer diagnosis and treatment, lymphoedema in breast cancer patients and the importance of exercise. In September 2014 David Bishop, the Royal Free photographer, kindly volunteered his time to run a one-off class on how to get the best from your camera. This session provided 13 episodes of care. The audience gave very positive feedback. In October and November 2014 we worked with the Macmillan Support and Advice Programme to provide a patient support group on fatigue and sleep hygiene and another on healthy eating and a balanced diet.

In January 2014 we held a follow-up session of the *Where Now* Workshop with Maggie's and our young women's support group, completing the 7 weekly sessions which took place in 2013. Maggie's are an international organisation who provide free practical, emotional and social support to people with cancer and their family and friends throughout the UK and abroad. The young patient support group, facilitated by the CEO and a specialist breast care nurse from the Royal Free had nine monthly gatherings between January and November 2014 which included, in addition to mutual support, sessions on topics such as meditation, colour analysis sessions, exercise, emotional wellbeing and nutrition. In total 20 support groups were held in 2014, compared with 25 in 2013. There were 287 attendances in total at groups during 2014, compared to 284 in 2013.

**iii) Classes**

We offered six different group classes during 2014. Weekly classes were held in Pilates, tai chi, dance, yoga and exercise. Art therapy classes were held in a series of sessions. In total 1308 episodes of care were provided.

**iv) Look Good.... Feel Better**

This is a charity which helps women cancer patients by holding free skincare and make up workshops. It was introduced in the UK by Cancerkin in 1994 and is currently established in over 50 hospitals, hospices and cancer centres throughout the UK and continues to grow. Monthly sessions with capacity attendances were held at the Cancerkin Centre throughout 2014, totalling 131 episodes of care.

**v) On the pulse**

Our weekly newsletter, *On the pulse*, emailed to around 1700 people, contains a mix of information relevant to breast cancer, such as the results of research projects, together with news about Cancerkin events, programmes or staff changes.

**vi) Social media**

Currently, Cancerkin has over 378 likes on Facebook and 247 followers on Twitter. The East London Programme twitter has 81 followers. We use these media to keep our followers aware of new developments and updates, as well as engage with stakeholders.

**C. IMPACT**

We distribute feedback forms regularly at complementary therapy sessions, both at the Cancerkin Centre and in East London. Feedback is very positive and the main feedback is for us to continue supporting patients.

**D. EDUCATION AND TRAINING**

**i) East London programme**

In 2014, the kind support (for which we are very grateful) received from the Big Lottery fund and Walk the Walk allowed us to run 48 complementary therapy sessions in East London. We held a session once a month at St Joseph's Hospice, St Peter's Church, Bromley-by-Bow Centre and the Given-Wilson Institute, 12 sessions per venue in total. We have continued to receive support from East London hospitals, Macmillan centres and GP services to refer patients to the service. Feedback from sessions has been overwhelmingly positive. 1212 episodes of care were provided and there are a total of 211 patients registered (an increase of 23% on the 2013 number of patients registered).

**ii) Awareness project**

The awareness project aims to increase breast cancer awareness with a prime focus on encouraging people to present signs and symptoms and to continue with treatment. In 2014 we have held 20 awareness events in East London, reaching 334 people (a decrease of 10% on the previous year).

Cancerkin's East London Programme was featured on Radio 4's Women's Hour as part of their reporting on Breast Cancer Awareness Month.

**E. RESEARCH**

The Intrabeam machine donated by Cancerkin to the Royal Free Hospital continues to contribute to ongoing research and clinical trials in intraoperative radiotherapy (IORT) in breast cancer treatment.

**OTHER ACTIVITIES OR EVENTS**

**STAFF**

We recruited one new complementary therapist in January 2014 (for the Alexander Technique). We recruited Ellie Baker as the East London Programme Assistant in May 2014. We said goodbye to East London Programme Manager Anisah Undre and welcomed her successor Xanthe Roantree.

**THE CENTRE**

With the help of funding from the Wolfson Foundation, Big Lottery Awards For All and others, the Cancerkin Centre was refurbished in 2014 and now presents a much more efficient and welcoming atmosphere.



## **FUNDRAISING EVENTS**

The principal events for the year were the fourth Cancerkin Annual Lecture, the popular walk (moved to Hampstead Heath) and the performance of 'Seminar' at the Hampstead Theatre.

### **i) Cancerkin annual lecture**

The annual lecture took place on Wednesday 12<sup>th</sup> March 2014 and was given by Professor Justin Stebbing MD MA FRCP FRCPath PhD, Professor of Cancer Medicine and Medical Oncology at Imperial College and Imperial College Healthcare NHS Trust. The lecture focused on how breast cancer treatment has developed over the past few decades, and what is to come in the future. He was joined by Aleksandra Filipovic, a Clinical Fellow at Imperial College, who discussed some of the underlying science in more depth, and Vanessa Carlos, a patient, who was able to give a "patient's-eye view" on breast cancer treatment today. Approximately 160 people attended and in total £4,600 was raised.

### **ii) Hampstead Heath Walk 2014**

The annual walk took place on Hampstead Heath on Sunday 8<sup>th</sup> June 2014. Drinks were donated by Ocean Spray and the Finchley Road Sainsbury's and Floris donated prizes for the three winners. This year, we had over 200 walkers, an increase on 2013. The event raised £39,609 which was £2,160 more than in 2013.

### **iii) Hampstead Theatre Evening**

Cancerkin hosted a performance of 'Seminar' on Monday 6<sup>th</sup> October 2014. In total, the evening raised £4,000 after costs.

### **iv) Hospital Events**

We held a Breast Cancer Awareness Month stand near the front entrance of the Royal Free Hospital on 30 October. On 11 November we held a Remembrance Day talk, given by Madeleine Bunting (writer and journalist) who spoke about her family's experience of World War I. The Annual Christmas Tombola took place on 3 December, with a second stall selling books on 16 December.

### **v) The Big Give**

Cancerkin met our target of £10,000 in 2014. This came from: a pledge of £2,500 and individual donors who contributed a total of £5,000 which triggered £2,500 from the Big Give.

### **vi) Other Income**

In addition to the income from the fundraising events above, Cancerkin also raised a further £224,312 in 2014 from trusts, legacies and grants (including further generous support from the Big Lottery Fund), general donations, in memoriam and birthday donations and externally organised events.

## **OTHER NOTEWORTHY EVENTS IN 2014**

### **i) Relationship with the Royal Free Hospital**

Cancerkin's relationships with personnel within the RFH has continued to develop over the last year with increased close interaction especially with senior management (RFH Chairman, CEO and executive directors and medical and nursing staff) and with the RFH Charity.

### **ii) Other stakeholders**

The CEO had meetings with the CEOs of Maggie's, Breast Cancer Haven, and Chai Cancer Care during 2014 and visited the Media Trust, to record a piece on her "brilliant moment" which led to the founding of the East London Programme. Cancerkin collaborated with Macmillan on a six week 'Therapist led support and advice programme for any patient with cancer', referred to above.

Cancerkin has collaborative relationships with many East London partners as part of the East London Programme, in particular with St Joseph's Hospice and St Peter's Church in Hackney, the Bromley-by-Bow Centre in Tower Hamlets and the Given-Wilson Institute, Plaistow. We communicate regularly with East London hospitals and London universities and with a number of organisations to deliver the awareness message, including, in 2014, St Luke's Church, Sonalli Gardens, Black Women's Health and Family Support, East London Mosque, Manor Park Community Centre, Jagonari Centre, Plaistow Library, Beckton Community Centre, Pembury Estate, Toynbee Hall, Royal Docks Learning and Activity Centre, City Gateway Women's Project, Social Action for Health, Brady Arts and Community Centre, St Hilda's East Community Centre, Hackney Central Library and St Paul's Way Trust School.

## **THE FUTURE**

The Charity's plans for 2015 are to continue to provide the services provided in 2014 at the Cancerkin Centre and to ensure the long term sustainability of the East London Programme.

## **ORGANISATION**

The board of trustees, currently 9 in number, who meet quarterly, administers the Charity. Committees are convened when needed. The Risk Subcommittee met once. The Chief Executive manages the day to day operations of the Charity.

## **INVESTMENT POLICY**

Under the Memorandum and Articles of Association, the Charity has the power to make any investment that the trustees deem fit.

## **RESERVES POLICY**

It is the policy of the trustees that reserves to the level equivalent to the annual budgeted running costs of the Charity, taking account of the extra services now being provided, should be maintained. Currently this is £268,000. In the current difficult economic climate with related doubt over the level of incoming funds, the trustees consider it both logical and prudent to maintain a higher level of general reserves to ensure the continued high level of ongoing services. This aspect is to be closely monitored and as and when the economy is more robust, the trustees consider they will be in a better position to reduce reserves to a level

considered more usual in the Charity environment. The trustees therefore considered that the level of reserves at the end of 2014 of £288,660 were satisfactory.

### **RISK FACTORS**

The Charity's activities are under constant review and the trustees monitor progress at each meeting. In addition, the Risk Subcommittee meets to consider in detail the potential risks which could impact the Charity. Those risks include governance, financial, operational, external and compliance risks.

### **RELATED PARTIES**

While the Charity is independent and serves patients with breast cancer, their relatives and people at risk of the disease regardless of where they may be treated, it maintains a strong link with the Royal Free Hospital and the Royal Free and University College London School of Medicine, from which it benefits from expert scientific and clinical contribution to a number of Cancerkin programmes.

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees 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 required trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as each of the trustees are aware at the time the report is approved:

- there is no relevant audit information which the company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**AUDITORS**

Kingston Smith LLP were appointed as auditors during the year under review [and in accordance with the provisions of the Companies Act it is proposed that they be re-appointed as auditors for the ensuing year].  
On behalf of the board of trustees

Mr J Carrier  
Chairman

Dated: .....



13/04/2015

## **INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF ROYAL FREE CANCERKIN BREAST CANCER CHARITY**

We have audited the financial statements of Royal Free Cancerkin Breast Cancer Trust for the year ended 31 December 2014 which comprise the Statement of Financial Activities, (incorporating the Summary Income and Expenditure Account), the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 9 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. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition we read all the financial and non-financial information in the Trustees' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2014 and of its 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.

### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### **Matters on which we are required to report by exception**

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the 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



Nicholas Brooks (Senior Statutory Auditor)  
for and on behalf of Kingston Smith LLP, Statutory Auditor

Devonshire House  
60 Goswell Road  
London EC1M 7AD

Date: 14/4/15

Kingston Smith LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

# ROYAL FREE CANCERKIN BREAST CANCER TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2014

	Notes	Unrestricted Funds	Restricted Funds	Designated Funds	Total 2014	Total 2013
		£	£	£	£	£
<b>Incoming resources</b>						
<b>Incoming resources from generated funds</b>						
Voluntary income	2	53,588	167,372	-	220,960	216,728
Investment income	3	1,126	-	-	1,126	483
		54,714	167,372	-	222,086	217,211
<b>Incoming resources from charitable activities</b>						
	4	65,270	-	-	65,270	91,420
<b>Total incoming resources</b>		119,984	167,372	-	287,356	308,631
<b>Resources expended</b>						
<b>Cost of generating funds</b>						
Cost of generating voluntary income	5	43,060	-	-	43,060	35,580
<b>Charitable Activities</b>						
Governance costs	8	6,180	-	-	6,180	6,000
<b>Total resources expended</b>		183,598	158,775	4,222	346,595	336,221
<b>Net (outgoing)/ incoming resources before transfers</b>		(63,614)	8,597	(4,222)	(59,239)	(27,590)
<b>Gross transfers between funds</b>	15	5,215	(5,215)	-	-	-
<b>Net (outgoing)/ incoming resources before other recognised gains and losses</b>		(58,399)	3,382	(4,222)	(59,239)	(27,590)
<b>Other recognised gains</b>	13	3,914	-	-	3,914	32,382
<b>Net movement in funds</b>		(54,485)	3,382	(4,222)	(55,325)	4,791
Fund balances at 1 January 2014	15	427,301	68,415	346,168	841,884	837,093
<b>Fund balances at 31 December 2014</b>	15	372,816	71,797	341,946	786,559	841,884

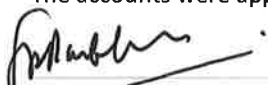
The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# ROYAL FREE CANCERKIN BREAST CANCER TRUST

## BALANCE SHEET AS AT 31 DECEMBER 2014

	Notes	2014		2013	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	11		420,734		420,513
Investments	13		<u>288,661</u>		<u>284,747</u>
			709,395		705,260
Debtors	12	8,204		9,122	
Cash at bank and in hand		<u>77,640</u>		<u>167,811</u>	
		85,844		176,933	
<b>Creditors: amounts falling due within one year</b>	14	<u>(8,680)</u>		<u>(40,309)</u>	
<b>Net current assets</b>			77,164		136,624
<b>Total assets less current liabilities</b>			<u>786,559</u>		<u>841,884</u>
<b>Funds</b>					
Restricted finds:	15		71,797		68,415
Unrestricted funds:					
Designated: Land and Buildings	15	341,946		346,168	
Other Charitable funds	15	<u>372,816</u>		<u>427,301</u>	
			714,762		773,469
			<u>786,559</u>		<u>841,884</u>

The accounts were approved by the Board on

  
Mr S.P. Parbhoo

Trustee

  
Mr J Carrier

Trustee

13/04/2015

Company Registration No. 4132563



# ROYAL FREE CANCERKIN BREAST CANCER TRUST

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2014

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### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts are prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

#### 1.2 Incoming resources

Incoming resources represents the total income receivable during the year comprising donations, gifts, publications and investment income.

#### 1.3 Resources expended

The costs include expenses relating to the running of charitable programmes, services and events including staff costs directly attributable to each activity.

Charitable expenditure includes all administrative costs relating to the management of the charity's assets, organisation administration and compliance with constitutional and statutory requirements.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets costing more than £1,000 are capitalised and are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life.

Leasehold property	over life of the lease
Fixtures, fittings and equipment	25% Reducing balance

#### 1.5 Investments

Investments are stated at market value.

#### 1.6 Accumulated funds

Unrestricted funds comprise accumulated surpluses and deficits on general funds. They are available for use at the discretion of the trustees in furtherance of the general charitable objectives.

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.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

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# ROYAL FREE CANCERKIN BREAST CANCER TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2014

### 2 Trust and foundation grants, donations and legacies

	Unrestricted funds	Restricted funds	Total 2014	Total 2013
	£	£	£	£
Trust and foundation grants	19,000	95,800	114,800	156,919
The Big Lottery Fund				
Reaching Communities	-	42,878	42,878	35,922
Awards for All	-	9,989	9,989	-
Walk the Walk		18,705	18,705	-
Legacies, donations and gifts	34,588	-	34,588	23,887
	<u>53,588</u>	<u>167,372</u>	<u>220,960</u>	<u>216,728</u>

### 3 Investment income

	2014	2013
	£	£
Interest receivable	<u>1,126</u>	<u>483</u>

### 4 Incoming resources from charitable activities

	2014	2013
	£	£
Event income and fundraising	50,009	84,016
Other charitable income	15,261	7,403
	<u>65,270</u>	<u>91,419</u>

### 5 Total resources expended

	Staff costs	Depreciation	Other costs	Total 2014	Total 2013
	£	£	£	£	£
Cost of generating funds					
Fundraising and publicity	31,600	-	11,460	43,060	35,580
<b>Charitable activities</b>					
Patient services and education	244,791	24,518	28,046	297,355	294,641
Governance costs	-	-	6,180	6,180	6,000
	<u>276,391</u>	<u>24,518</u>	<u>45,686</u>	<u>346,595</u>	<u>336,221</u>

# ROYAL FREE CANCERKIN BREAST CANCER TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2014

	<b>2014</b>	2013
	<b>£</b>	£
<b>6 Support costs</b>		
General office and administration	39,303	12,824
Subscription costs	299	334
Legal and professional fees	6,180	6,000
	<u>45,782</u>	<u>19,158</u>
	<b>2014</b>	2013
	<b>£</b>	£
<b>7 Cost of charitable activities</b>		
<b>Unrestricted Funds</b>		
Split of staff salaries	74,460	110,917
Support costs related to CEO time	39,602	13,158
Depreciation	20,296	22,772
	<u>134,358</u>	<u>146,847</u>
<b>Restricted Funds</b>		
Split of salaries and therapists fees	94,752	112,729
The Big Lottery Fund		
Reaching Communities	45,646	29,369
Awards for All	3,300	1,474
Walk the Walk	15,077	-
	<u>158,775</u>	<u>143,572</u>
<b>Designated Funds</b>	<u>4,222</u>	<u>4,222</u>
	<u><b>297,355</b></u>	<u><b>294,641</b></u>
	<b>2014</b>	2013
	<b>£</b>	£
<b>8 Governance</b>		
Auditors remuneration	6,180	6,000
	<u>6,180</u>	<u>6,000</u>

### 9 Trustees

None of the trustees (or any other persons connected with them) received any remuneration or reimbursement of expenses during the year.

### 10 Number of Employees

The average monthly number of employees during the year was:

	<b>2014</b>	2013
	<b>Number</b>	Number
Administrative and fundraising	<u>5</u>	<u>5</u>

### Employment Costs

	<b>2014</b>	2013
	<b>£</b>	£
Gross Salaries	169,561	157,415
Employers NI	15,459	15,178
Pension costs	9,241	9,626
Therapist fees	82,132	64,428
	<u>276,393</u>	<u>246,647</u>

One member of staff (2014: one) earned between £60k-£70k in the year

# ROYAL FREE CANCERKIN BREAST CANCER TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2014

11 Tangible fixed assets	Land and buildings	Fixtures fittings & equipment	Total
	£	£	£
<b>Cost</b>			
As at 1 January 2014	422,158	534,523	956,681
Additions	-	24,739	24,739
<b>As at 31 December 2014</b>	<u>422,158</u>	<u>559,262</u>	<u>981,420</u>
<b>Depreciation</b>			
As at 1 January 2014	75,990	460,178	536,168
Charge for the year	4,222	20,296	24,518
<b>As at 31 December 2014</b>	<u>80,212</u>	<u>480,474</u>	<u>560,686</u>
<b>NBV @ 31 December 2014</b>	<u>341,946</u>	<u>78,788</u>	<u>420,734</u>
NBV @ 31 December 2013	<u>346,168</u>	<u>74,345</u>	<u>420,513</u>
<b>12 Debtors and other assets</b>		<b>2014</b>	<b>2013</b>
		£	£
Other debtors		-	5,630
Prepayments and accrued income		8,204	3,492
		<u>8,204</u>	<u>9,122</u>
<b>13 Investments</b>		<b>2014</b>	<b>2013</b>
		£	£
Market Value at 1 January 2014		284,747	252,365
Unrealised (loss) / gain on revaluation		3,914	32,382
Funds withdraw from investments			
<b>Market value at 31 December 2014</b>		<u>288,661</u>	<u>284,747</u>
Fixed asset investments represents the market value at the year end of funds deposited with professional fund managers, GAM Investments Limited. The cost price of the fund was £213,384			

# ROYAL FREE CANCERKIN BREAST CANCER TRUST

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2014

14 Creditors: amounts falling due within one year	2014 £	2013 £
Trade creditors and other creditors	2,680	3,910
Accruals	<u>6,000</u>	<u>36,399</u>
	<u>8,680</u>	<u>40,309</u>

### 15 Funds

	Balance at 1 January 2014	Incoming resources	Movement in funds		Transfer	Balance at 31 December 2014
	£	£	Resources expended	Other Gains & Losses	£	£
<b>Unrestricted</b>						
<i>General</i>	427,301	119,984	(183,598)	3,914	5,215	372,816
<i>Designated: Land &amp; Buildings</i>	346,168	-	(4,222)	-	-	341,946
<b>TOTAL</b>	<u>773,469</u>	<u>119,984</u>	<u>(187,820)</u>	<u>3,914</u>	<u>5,215</u>	<u>714,762</u>
<b>Restricted</b>						
<i>New initiatives</i>	63,336	95,800	(94,752)	-	-	64,384
<i>The Big Lottery Fund</i>						
<i>Reaching Communities</i>	6,553	42,878	(45,646)	-	-	3,785
<i>Awards for</i>	(1,474)	9,989	(3,300)	-	(5,215)	-
<i>Walk the Walk</i>		18,705	(15,077)	-	-	3,628
<b>TOTAL</b>	<u>68,415</u>	<u>167,372</u>	<u>(158,775)</u>	<u>-</u>	<u>(5,215)</u>	<u>71,797</u>
<b>TOTAL</b>	<u>841,884</u>	<u>287,356</u>	<u>(346,595)</u>	<u>3,914</u>	<u>-</u>	<u>786,559</u>

The restricted fund entitled 'New initiatives' is for the running of the East London Project and Award for All refurbishment of North London Office.

### 16 Analysis of net assets between funds

	Restricted £	Designated £	General £	Total £
Tangible Fixed Assets	-	341,946	78,788	420,734
Investments	-	-	288,661	288,661
Current Assets	71,797	-	14,047	85,844
Creditors	-	-	(8,680)	(8,680)
<b>Net Assets</b>	<u>71,797</u>	<u>341,946</u>	<u>372,816</u>	<u>786,559</u>

	2014		2013	
	£	£	£	£
<b>INCOME</b>				
<b>Unrestricted</b>				
Trust and Foundation Grants and Gifts		19,000		34,261
Legacies, Donations and Gifts		34,588		23,034
Interest Received		1,126		483
Event Income and fundraising		50,009		84,016
Charitable Income Gift Aid		15,261		7,403
		<u>119,984</u>		<u>149,197</u>
<b>Restricted</b>				
Trust and Foundation Grants and Gifts	167,372		158,580	
Legacies, donations and gifts	<u>0</u>		<u>853</u>	
		<u>167,372</u>		<u>159,433</u>
<b>Total Incoming Resources</b>		<u>287,356</u>		<u>308,630</u>
<b>EXPENDITURE</b>				
Sundry expenses	1,550		1,406	
Staff wages and salaries	136,687		133,917	
Administration costs	3,801		8,494	
Publications	1,459		1,077	
Insurance	1,866		1,847	
Audit Fees	6,180		6,000	
Event Costs	11,460		12,580	
Subscriptions	299		334	
Depreciation	<u>20,296</u>		<u>22,772</u>	
		(183,598)		(188,427)
<b>Total Expenditure</b>				
<b>Restricted</b>				
Staff wages and therapists fees	139,765		135,694	
Supporting expenses	19,010		7,878	
Depreciation	4,222		4,222	
		<u>(162,997)</u>		<u>(147,794)</u>
		<u>(59,239)</u>		<u>(27,591)</u>
Unrealised gain/(loss) on investment assets		3,914		32,382
<b>Excess (Expenditure Over Income)/Income over expenditure for the year</b>		<u>(55,325)</u>		<u>4,791</u>