

**Registered number:
4697468
England and Wales**

**KENT CANCER TRUST
(A Company Limited by Guarantee)**

**Report and unaudited accounts
for the year ended
31 March 2020**

Charity number: 1105730

KENT CANCER TRUST
(A Company Limited by Guarantee)

Contents	Page
Reference and administrative information	1
Report of the directors and trustees	2 - 4
Statement of financial activities	5
Balance Sheet	6
Notes forming part of the financial statements	7 - 10
Independent examiners report	11

KENT CANCER TRUST
(A Company Limited by Guarantee)

Reference and Administrative information

Charity Name	Kent Cancer Trust
Charity registration number	1105730
Company registration number	4697468

Principal Address

Tanglewood, 121 Blean Common, Blean, Canterbury, Kent CT2 9JH

Trustees

Dr Mary Buchanan, Chairman
Mr Tim Bentley
Mr Nicholas Brindley (died 23rd April 2020)
Dr Mark Hill
Mr Kevin Jackson
Mr Alan Smith
Dr Justin Waters
Dr Kate Winstone

Secretary

Mr Tim Bentley

Directors

Mr Tim Bentley
Dr Mary Buchanan

Registered Office

Lancasters, West End Lane, Henfield, West Sussex, BN5 9RB

Accountants

The Accountancy Practice
Lancasters, West End Lane, Henfield, West Sussex, BN5 9RB

KENT CANCER TRUST
(A Company Limited by Guarantee)

Report of the directors and trustees for the year ended 31 March 2020

The trustees, of whom Mr T Bentley and Dr M Buchanan are also directors of the charity for the purposes of the Companies Act, present their report and unaudited accounts for the year ended 31 March 2020.

The legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice- Accounting and Reporting by Charities.

Structure, Governance and Management

The organisation is a charitable company limited by guarantee. It was incorporated on 13 March 2003 and registered as a charity on 3 September 2004.

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

Directors and Trustees

The directors for the purpose of company law and trustees for the purpose of charity law who served during the year and up to the date of this report are set out in page 1.

Recruitment and Appointment of new Trustees

Under the requirements of the Memorandum and Articles of Association, the trustees are elected to serve for a period of three years after which time they must be re-elected at the next Annual General Meeting.

Risk Management

The trustees carry out an annual review of the risks which the charity may face and have established systems and procedures designed to minimise any potential impact on the charity should any risks materialise.

Objectives and Activities

The company's objects and principal activities are to relieve the suffering of cancer patients and improve the provision of cancer care within the Kent area particularly but not exclusively by the following:

- The promotion of the development and training of cancer clinicians, medical staff and students in the disease
- The promotion of research into the cause and treatment of cancer and the dissemination of the results with a view to the development of new treatments and diagnostic aids
- The advancement of education and awareness of the public in the cause and treatment of cancer.
- Such other assistance as the trustees shall deem necessary.

During the year slightly over £26,500 was raised in support of these objectives

KENT CANCER TRUST
(A Company Limited by Guarantee)

Report of the directors and trustees for the year ended 31 March 2020
(continued)

As usual, the major fund-raising event in the year came from our annual golf day. We are particularly grateful to members of the public who contribute to Kent Cancer Trust regularly each month and to schools and companies that provide generous support.

During the year Kent Cancer Trust has continued its support of students at the University of Kent who have gained places either to take an MSc course in cancer biology or to undertake a PhD working on specific cancer related projects. This year three MSc students received financial assistance from Kent Cancer Trust bringing the cumulative total of students supported to at least 27. We know that many of these scientists have gone on to develop careers in the field of cancer research.

Kent Cancer Trust has also supported an MSc student in cancer biology at Canterbury Christ Church University during the year.

The joint project with the East Kent Hospitals University NHS Foundation Trust and the University of Kent on throat cancer has been written up and we are delighted that the researcher has received a well-deserved PhD. We are delighted that this project has been so successful and that the treatment protocol is being used extensively across the NHS. Messages from patients indicate that they greatly appreciate having their voice prosthesis changed every 6 months as compared to the previous every 2 to 3 weeks because of fungal infection.

In the course of throat cancer surgery, it is sometimes necessary to perform a tracheostomy, something that again can lead to infection. Because of the success achieved with the laryngectomy project, Kent Cancer Trust agreed to help fund a PhD student over three years to study the bacterial and fungal growth that causes this issue. It is a great shame that the Covid-19 pandemic has delayed work on the project which continues to look as though it will generate another successful result.

We are pleased that the work that the laryngectomy and tracheostomy projects have stimulated a response from other schools at the University of Kent, particularly with the development of fungal resistant polymers and the ability to notify the patient of fungal infection arising in a prosthesis via a mobile phone app.

We have continued to provide some support for a PhD student working on a triple negative breast cancer study.

Note 3 to the accounts shows the wide range of projects that have been supported by Kent Cancer Trust since its formation.

KENT CANCER TRUST
(A Company Limited by Guarantee)

Report of the directors and trustees for the year ended 31 March 2020
(continued)

Reserves Policy

No formal reserves policy has been adopted but the intention is that spending commitments will be fully covered before they are undertaken.

Investment Powers

The trustees and directors have the power to invest monies of the organisation in such investments as may be thought fit.

Financial Position

The accounts set out the income and expenditure and balances at the year end.

Directors' responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the directors are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with Companies Act 2006. The directors are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company special provisions

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

This report was approved by the directors on 15 June 2020 and signed on its behalf by:



Timothy Bentley

KENT CANCER TRUST
(A Company Limited by Guarantee)

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Income from:					
Donations	2	26,550	-	26,550	20,472
Investment income		-	-	-	-
Total income		<u>26,550</u>	<u>-</u>	<u>26,550</u>	<u>20,472</u>
Expenditure on:					
Raising funds		17,161		17,161	14,662
Charitable activities		<u>11,219</u>	<u>-</u>	<u>11,219</u>	<u>23,100</u>
Total expenditure	3	<u>28,380</u>	<u>-</u>	<u>28,380</u>	<u>37,762</u>
Net income / (expenditure) for the year		<u>(1,830)</u>	<u>-</u>	<u>(1,830)</u>	<u>(17,290)</u>
Net movement in funds		(1,830)	-	(1,830)	(17,290)
Total funds brought forward		<u>31,943</u>	<u>-</u>	<u>31,943</u>	<u>49,233</u>
Total funds carried forward	8	<u><u>30,113</u></u>	<u><u>-</u></u>	<u><u>30,113</u></u>	<u><u>31,943</u></u>

Movements in funds are disclosed in Note 9 to the financial statements.

KENT CANCER TRUST
(A Company Limited by Guarantee)

Balance Sheet as at 31 March 2020 (Company number 4697468)

	Notes	2020 £	£	2019 £
Current assets				
Debtors	6	654		694
Cash at bank and in hand		31,434		41,328
		<u>32,088</u>		<u>42,022</u>
Liabilities				
Creditors falling due within one year	7	1,975		10,079
Net current assets			<u>30,113</u>	<u>31,943</u>
Net assets			<u>30,113</u>	<u>31,943</u>
Unrestricted funds				
General funds	8	30,113		31,943
Total funds			<u>30,113</u>	<u>31,943</u>

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006; and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 396 of the Companies Act 2006 and which otherwise comply with the requirements of this Act, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions relating to small entities within Part 15 of the Companies Act 2006.

Approved by the directors and signed on their behalf by



Mary Buchanan
Director and chairman

Dated: 15 June 2020

KENT CANCER TRUST
(A Company Limited by Guarantee)

Notes to the financial statements for the year ended 31 March 2020

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

b) Income

Donations

Income received by way of donations and gifts is included in full in the Statement of Financial Activities when receivable.

Interest receivable

Interest is included when received by the charity.

c) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Support costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity.

d) Fund Accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

e) Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The members of the company are the trustees named on page 1. In the event of the charity being wound up every member of the charity undertakes to contribute such amounts as may be required (not exceeding £10) to the charity's assets for the payment of the charity's debts and liabilities.

KENT CANCER TRUST
(A Company Limited by Guarantee)

Notes to the financial statements for the year ended 31 March 2020 (Continued)

2. Donations

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
General donations	25,896	-	25,896	19,778
Gift Aid	654	-	654	694
	<u>26,550</u>	<u>-</u>	<u>26,550</u>	<u>20,472</u>

3. Expenditure

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Fund raising costs:				
Consultancy costs	10,562	-	10,562	9,535
Marketing and publicity	530	-	530	351
Direct costs of staging events	6,069	-	6,069	4,776
	<u>17,161</u>	<u>-</u>	<u>17,161</u>	<u>14,662</u>
Charitable activities costs:				
Support costs	875	-	875	860
Project expenses listed below	10,344	-	10,344	22,240
	<u>11,219</u>	<u>-</u>	<u>11,219</u>	<u>23,100</u>
Total expenditure	<u>28,380</u>	<u>-</u>	<u>28,380</u>	<u>37,762</u>

	2020	2019	Prior years	Total project expense
Project expense analysis:				
Prof Martin Michaelis RCCL work	-	-	15,000	15,000
Dr Dan Lloyd , MSc students	-	3,200	21,400	24,600
Dr Gourlay, laryngectomy project	-	2,500	33,792	36,292
Prof Garrett, Triple Negative Breast Screening	4,302	3,750	8,750	16,802
Liquid nitrogen cyrostorage system	-	-	21,486	21,486
Public lecture costs	-	894	183	1,077
Bowel screening promotion	-	-	1,817	1,817
Oligonucleotide delivery system	-	-	73,763	73,763
Xcelligence system	-	-	16,500	16,500
Effect of cancer treatment on male fertility	-	-	8,000	8,000
Specific targeting of tumour cells	-	-	5,000	5,000
Dr Carol Trim, Venom study	-	-	12,000	12,000
Dr Gourlay, tracheostomy project	6,042	11,896	8,781	26,719
	<u>10,344</u>	<u>22,240</u>	<u>226,472</u>	<u>259,056</u>

KENT CANCER TRUST
(A Company Limited by Guarantee)

Notes to the financial statements for the year ended 31 March 2020 (Continued)

4. Trustees' remuneration

The trustees neither received nor waived any emoluments during the year (2019: Nil) and no out of pocket expenses were reimbursed in either year. No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2019: Nil).

5. Taxation

The charitable company is exempt from corporation tax on its charitable activities.

6. Debtors

	2020 Total £	2019 Total £
Other debtors and prepayments	<u>654</u>	<u>694</u>

7. Creditors : amount falling due within one year

	2020 Total £	2019 Total £
Other creditors and accruals	<u>1,975</u>	<u>10,079</u>

8. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Current assets	32,088	-	32,088	42,022
Current liabilities	<u>1,975</u>	<u>-</u>	<u>1,975</u>	<u>10,079</u>
Net assets at 31 March 2020	<u><u>30,113</u></u>	<u><u>-</u></u>	<u><u>30,113</u></u>	<u><u>31,943</u></u>

KENT CANCER TRUST
(A Company Limited by Guarantee)

Notes to the financial statements for the year ended 31 March 2020
(Continued)

9. Movement in funds

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Unrestricted funds					
General funds	<u>31,943</u>	<u>26,550</u>	<u>28,380</u>	<u>-</u>	<u>30,113</u>
Total unrestricted funds	<u>31,943</u>	<u>26,550</u>	<u>28,380</u>	<u>-</u>	<u>30,113</u>

KENT CANCER TRUST
(A Company Limited by Guarantee)

Independent examiner's report to the trustees of Kent Cancer Trust
(A Company Limited by Guarantee)

I report on the accounts of the company for the year ended 31 March 2020.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- 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
- 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jenny Naylor FCCA
The Accountancy Practice
Chartered Certified Accountants

Lancasters, West End Lane, Henfield, West Sussex, BN5 9RB