

Charity Registration No. 1105703 (England and Wales)

Charity Registration No. SC039731 (Scotland)

Company Registration No. 05048319 (England and Wales)

CANCER SUPPORT UK (CSUK)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

CANCER SUPPORT UK (CSUK)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees & Directors	Mr Matthew Doyle Mr Derek Shelton Ms Sarah Elizabeth Mcdonald Mr Bryan Marcus Ms Sarita Yaganti Mr Ben Cleaver Mr James Arnold Mr Benjamin Brice Mr Jonathan Cunningham Mrs Michelle Darrcott Mr Lee Gazey	(Appointed 26 June 2018) (Appointed 5 December 2018) (Appointed 1 October 2018) (Appointed 26 June 2018) (Appointed 25 March 2019) (Appointed 1 October 2018) (Resigned 15 May 2019) (Resigned 28 February 2018) (Resigned 28 February 2018) (Resigned 1 October 2018) (Resigned 1 October 2018)
England and Wales Charity Number	1105703	
Scotland Charity Number	SC039731	
Company number	05048319	
Registered / Principal Office	Garden Studios 71-75 Shelton Street London WC2H 9JQ	
Independent examiner	M Baig c/o HW Fisher Chartered Accountants Acre House 11-15 William Road London NW1 3ER	
Bankers	Barclays Bank Plc 7th Floor 180 Oxford Street London W1D 1EA	
Solicitors	Latham and Watkins 99 Bishopsgate London EC2M 3XF	

CANCER SUPPORT UK (CSUK)

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CANCER SUPPORT UK (CSUK)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2018

Statement from the Chair, Cancer Support UK

As we get together to prepare CSUK's annual report, we're looking at an organisation that is in a very different position from a year ago.

We set ourselves three goals for the year, they were:

- Ensuring that we have a strong financial base from which to continue to grow the reach and scope of Cancer Coach and the Cancer Kit programs;
- Developing a new three-year strategy that sets out a clear vision; and
- Enhancing our Governance structures to ensure they are fit for purpose for the next stage of CSUKs development.

I'm pleased to report that the organisation is in a much stronger financial position than twelve months ago. This allows us to better focus on achieving our goals without always looking for cash. A great example of this is our recently announced partnership with the retail group The Entertainer, who have provided in kind donations for inclusion in our Children's Cancer Kits. Our goal for 2019/20 is to put a Children's Cancer Kit into the hands of every child who requests one.

Our three year strategy hasn't been finalised yet, but our CEO and our board continue to discuss how we will scale and evolve our Cancer Coach program, to provide support across the UK to all those who would benefit. I expect our strategy to be fully documented before the end of calendar 2019, and published on our website.

Our Governance structures are now fit for purpose, and we have paid particular attention to the finances given our first goal. We also have welcomed Sarita Yaganti to the board. Sarita provides the board and the organisation with a unique set of skills and experience gained within the NHS around developing and implementing key strategic improvements to people living with and beyond a cancer diagnosis. While the board have not identified any specific priority gaps to fill in skills and experience, we remain open to appointing a Trustee with a strong fundraising background.

I'd like to take this opportunity to thank everyone who has contributed to the success of the organisation over the last twelve months, and especially all of our volunteers and staff.

Matthew

Matthew Doyle
Chair, Cancer Support UK

CANCER SUPPORT UK (CSUK)

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2018

Chief Executive's Statement

Welcome to the Annual Report 2018 from Cancer Support UK. Following the previously difficult year I was encouraged that 2018 was more positive and the combined efforts of the staff and trustees meant the outlook of the charity is now much improved.

As 2017 was an extremely challenging year financially – improving our financial situation was our priority for 2018. I am pleased that we made progress in this area and ended the year with a net surplus, compared to a net deficit last year.

Throughout 2018, we were able to build on the success of the Cancer Kits and further develop our Cancer Coach service. At times, it felt like we were not making progress as fast as I would have liked, but I also recognise the huge task we had in continuing to turn the charity around – with extremely limited resources.

In 2018, we continued distributing our popular Cancer Kits. These continue to be immensely popular and I have the pleasure of sharing some of the lovely feedback from these with you about in the following pages. We also spent the year continuing to develop our Cancer Coach programme. I am encouraged that the public awareness of the link between cancer and poor mental health seems to be on the increase. Cancer patients frequently report that their illness leaves them with feelings of depression, anxiety, fear, isolation and a loss of self-esteem. This continues to affirm that we were right to concentrate on this aspect of a person's cancer journey – and I hope that with others we can continue to make a real positive difference in this area.

We are committed to good governance and I was delighted to recruit five excellent Trustees during 2018. Along with our small staff team, I would like to thank each and every one of them for their tireless efforts to ensure we can continue to help as many people with cancer into the future.

I would also like to thank our generous supporters, without whom our work would not be possible.

With warm regards,

Gemma Holding

Gemma Holding
CEO, Cancer Support UK

CANCER SUPPORT UK (CSUK)

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2018

STRUCTURE, GOVERNANCE & MANAGEMENT

Governing Document

Cancer Support UK (CSUK) is a registered charitable company limited by guarantee (Company No 05048319, England and Wales Registered Charity No 1105703, and Scotland Registered Charity No SC039731). It is governed by a constitution in the form of a Memorandum and Articles of Association dated 18 February 2004. The liability of each member in the event of the winding up is limited to £1. The members of the Board of Trustees, here after referred to as 'the Board' or 'the Trustees' are set out above.

The information shown on the preceding page forms a part of this report.

Recruitment and Appointment of Trustees

Trustees are appointed by the Board. There must always be at least three Trustees, and any vacancies arising are filled by the selection and appointment of suitable persons by the Trustees. The Board meets at least six times throughout each year to oversee the strategic management of the charity.

Trustees Induction and Training

The current Trustees are familiar with the structure, strategy and practical operations of the charity.

Trustees take an active part in the oversight of CSUK's charitable programmes, participate in its annual planning and are kept up to date with a monthly programme, fundraising and administrative reports. All major strategic issues and decisions facing CSUK are addressed by the Trustees and each of them are adequately trained and informed to carry out such duties.

In 2018 CSUK recruited five new Trustees with skills and experience relevant to the organisation.

Both new and existing trustees have undertaken training in their Fundraising and Governance responsibilities.

Organisation

The determination of the strategic direction for CSUK is the responsibility of the Board. The current Trustees meet throughout the year to discuss the management of the charity.

The Trustees delegate the day-to-day running of the charity to its executive team of four staff, headed up by its Chief Executive Officer.

Objectives

CSUK's principal objectives are, throughout the world:

To relieve sickness and advance education, including in particular in relation to the provision of services and resources to meet medical, emotional, psychological, spiritual and other needs of individuals as a holistic approach to prevent and treat cancer and to relieve poverty and economic hardship associated with the experience of cancer.

Aims and Objectives for the Public Benefit

The Trustees have referred to and discussed the implications of the provisions of Section 17 of the Charities Act 2011, which state that all charities must demonstrate that they are established for public benefit and have had due regard to the public benefit guidance issued by the Charity Commission.

PROGRAMMES AND SERVICES

Cancer Kits

We offer free Cancer Kits to adults currently undergoing treatment as a practical aid to recovery.

Chemo Kits - Our Chemo Kits are designed specifically to help people undergoing chemotherapy. They contain items to offset some of the unpleasant side effects of treatment, like cold hands and feet, nausea, and sensitive teeth.

Cancer Kits - Our general Cancer Kits are designed to help adults who are not receiving chemotherapy but are undergoing another form of cancer treatment. They contain items like puzzle books to relieve boredom, relaxing pillow spray to aid sleep, and toiletries to use on the go.

CANCER SUPPORT UK (CSUK)

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2018

Kids' Kits - Our Kids' Kits are designed to brighten the days of children living with cancer and undergoing treatment. They contain small toys and colouring sets to help entertain and pass the time in hospital, and practical items like cosy socks and antibacterial wipes.

Cancer Coach

Our Cancer Coach programme is an six-week structured 'self-management' course – delivered by phone – for people living with cancer. Developed by a range of cancer professionals, the programme offers much needed encouragement and emotional support, which is fundamental to recovery. Groups are run by people who can empathise and understand what it's like - as they have experienced cancer themselves.

Programme Service Achievements & Performance

CSUK continued to distribute the popular Cancer Kits and distributed over a thousand cancer kits to adults and children across the UK in 2018. The feedback from the Cancer Kits remains overwhelmingly positive - and we are delighted to have received 100% positive feedback from recipients of the Kits again this year.

These are some of the 1000's of individual pieces of feedback from adults across the UK who received one of our Cancer Kits or Chemo Kits.

"I do remember how excited I was in receiving the kit. It gave me a much needed boost at a time when I was feeling pretty rubbish! Loved all the items in it. Couldn't fault it. I still use the wee bag. Thank you Lorna x" – Lorna received a Cancer Kit

"The chemo kit I received was a wonderful gift that helped ease the side effects of chemotherapy. It's also morale boosting to know that people have donated in order to help others going through the tough slog that cancer is! Thank you x" – Vicky received a Chemo Kit

"The chemo kit was a real blessing and arrived promptly and well packaged. I've used every item and particularly appreciated the ginger tea and sherbet sweets which really helped with the nausea, as well as the notebook which I use regularly to keep track of the many appointments. Thank you to the team for coordinating such a wonderful effort!" - Simone received a Chemo Kit

"Lovely bag of goodies. They have come in extremely useful during my hospital stays and everything is in use. Thank you :-)" Caria received a Cancer Kit

"It was really nice to receive a kit full of items that would support me during chemo. With the craziness of treatment, I really appreciated not having to put together a list of useful items that would help me during this time. Having that taken care of by someone else and put together in a kit, that I will continue to use throughout my chemotherapy was a blessing during a very difficult time." – Imelda received a Chemo Kit

"When this kit arrived I was feeling really down and having just had my chemo the day before quite sick , having this package delivered cheered me up no end , I popped the lovely socks on straight away , the lemon and ginger tea bags are brilliant for keeping the nausea at bay xx it was just lovely knowing someone else cares , I have a very good family network and I'm very blessed however not every one is and I can imagine what an uplift and thoughtful kit this would be xx everything in it is perfect xx" – Karen received a Chemo Kit

"I was very nervous about starting chemo especially at 34 years old with two young kids but a friend told me about your kits and I was so happy to receive it.

The fluffy sock have become a staple item when I feel cold, the notebook has helped remain focused and positive, I use it to write questions and note about my treatment and also my thoughts and worries, my son stole the lip balm and uses it all the time this winter and the hand cream is lovely. Every item has been used and I thank you for the thought that went into it, even the herbal tea helped the worst of nausea after treatment as well as being calming.

Wonderful set that made me feel more organised and slightly better prepared". Katherine received a Chemo Kit

"I was thrilled when my kit arrived, it had things I needed like hand cream and lip salve as I found my skin and lips were really dry. It also had some treats, sherbet lemons, tea and warm fluffy socks; bliss!" Kerrie received a Cancer Kit

"I think it was a well thought-out kit, full of useful items. I either have used everything, or will use it (eye mask and lavender spray for sleeping) when I go into hospital for surgery.

It was a lovely thing to receive and really lifted my day: thank you very much!" – Catherine received a Cancer Kit

CANCER SUPPORT UK (CSUK)

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2018

Cancer Support UK continued to distribute our Kids Kits, especially designed to brighten the days of children undergoing cancer treatment. We received 100% positive feedback from parents who fed back to us.

"The kit was fab, my son loves his, in particular the wheaty bunny, he uses wheaty bags a lot when having chemo so to receive a bunny one made his day. Everything in the kit was thoughtful and useful. The yo-yo kept him entertained too. A big Thank you x" – Hayley

"I got this for my 7 year granddaughter who has been diagnosed with WILMS tumour. Everything is happening so fast for her and I saw this kit on the website when searching for items for children with cancer. She loved the items in the kit. It was very generous in the content" – Janet

We are very grateful to Skye and her family who, after receiving a Kids Kit, allowed us to share her story with our supporters of the difference they make during such a difficult time.

Skye is just one of the children who received a Kids Kit in 2018. On 4th January 2018, Skye was diagnosed with Embryonal Rhabdomyosarcoma. This rare type of soft tissue tumour occurs in fewer than 60 children in the UK each year and most are younger than 10 years old.

The severity of Skye's illness meant that her chemotherapy had to start the day after her diagnosis. It lasted for six months, during which she became ill and lost her hair – a deeply upsetting experience for a little girl her age. She also had to go to Jacksonville, Florida, for proton radiation therapy. This involved 31 cycles of treatment, each of which demanded a general anaesthetic. She then had another six-month bout of chemotherapy.

Such a relentless and gruelling regime of treatment would be difficult enough for an adult, so you can imagine how tough it's been for a child. In addition to the sickness, Skye also experienced side effects from the proton therapy. She developed a hypersensitivity to light and sound and was frightened about going outside because she thought the sun would give her a temperature. She was also waking every morning with the horrible taste of the general anaesthetic in her mouth.

But in the midst of this her Kids Kit cheered her up and offered some comfort. Her mum Ruth said at the time, 'Skye loves her Kids Kit. She found the things inside fun and she uses them daily'.

The kits come in a handy drawstring bag and contain a selection of items, each of which has been selected to bring a little comfort and happiness to a child undergoing treatment. There's a small game pad with tear-off pages, so kids can play sinking ships, word square and four-in-a-row with friends and family. A colouring set is ideal for budding artists like Skye, while a wooden yoyo gives them something to play with. A small bubble set is included to help generate a little fun during long hospital stays, while antibacterial wipes are an absolute essential for kids whose immune systems are down. There are cosy socks (chemotherapy often causes the side effect of cold feet), as well as other items.

According to her mum, Ruth, 'Skye loves bubbles so she played with them the most, but recently she's been using the colouring pencils and arty things. Skye is a gifted young artist. She really loses herself while creating – a welcome distraction from time spent in hospital'.

The kits are also designed to help children, in a small way, to enjoy some of the experiences they are missing because of their illness. Skye could no longer attend school due to the risk of infection from other children. And because of her hair loss, she is very self-conscious about going out. By having toys and fun games, Skye was able to connect with other children undergoing treatment in hospital – and not feel so isolated.



Skye was just five years old when she was diagnosed with cancer. Since then she has endured months of difficult treatment.

CANCER SUPPORT UK (CSUK)

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2018



Pictured: Skye in hospital and cuddling the warmable bunny she received in the Kid's Kit.

Cancer Coach

Despite the large number of cancer services in the UK, 78% of cancer patients still report having unmet emotional needs. Our Cancer Coach programme is designed to change that.

It is well known that people who have survived cancer often find it hard to return to their normal lives, reporting a variety of common problems such as low mood, lack of motivation, anxiety, panic and stress. They can often feel alone and unsupported as they try to tackle the challenges that cancer and its treatment bring.

During 2018 we were able to continue to develop our Cancer Coach telephone support groups. Cancer Coach is available to anyone over the age of 18 who has completed or is coming to the end of their cancer treatment, and is suffering from low moods, mild to moderate depression or anxiety.

The Programme helps people who have finished their cancer treatment:

- Better understand and manage their own challenging emotions
- Build resilience
- Begin to reduce feelings of isolation and low mood
- Improve their confidence and self-esteem, both during the programme and beyond

It gives participants an opportunity to share their experiences, to understand some of the reasons why they are feeling low or anxious and to explore some simple tools and strategies to begin to reduce some of the impact of negative emotional feelings.

Cancer Coach participants have reported the following having undertaken the course;

"I started trying to use the exercises at home, particularly around challenging the negative thoughts I was having. It worked really well and I went into my scan feeling more relaxed. I also used the exercises when I was waiting for results to try and stop worrying about things that hadn't happened yet. It's made the whole process easier to deal with"- Cancer Coach participant

"The course has made me realise how hard I was being on my myself – how much pressure I was putting on myself to be the same person as I was before my diagnosis. Now I feel it's ok to be kind to myself and take my time to recover from what I've been through".
– Cancer Coach participant

CANCER SUPPORT UK (CSUK)

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2018

Fundraising Activities

CSUK relies primarily on donations from the public for its income. The Trustees are extremely grateful to all CSUK donors, no matter how much is given, without whose dedication and support the charity would not be able to undertake its vital work.

The Trustees are keenly aware of the need for CSUK to diversify its income streams, and the Chief Executive Officer has been tasked with implementing programmes where additional or alternative sources of revenue could be developed to complement our core direct mail fundraising efforts, described below.

Donations and legacies:

During 2018 CSUK raised £336,338 funds from our generous supporters to further our work

Income from clothes donated:

During 2018 CSUK worked with its Commercial Partner Clothes Aid to generate £95,457 income for the charity

Trust Fundraising:

CSUK is extremely grateful to the support it received from Trusts and Foundations throughout the year.

We would like to thank the following Trusts for supporting our work;

- The Sylvia and Colin Shepherd Charitable Trust
- The W M Mann Foundation
- The Booth Foundation
- The Weinstock Fund
- The William Leech Charity
- The Wixamtree Trust
- Freemasons of Northamptonshire and Huntingdonshire
- The Tory Family Foundation
- The Booth Foundation
- The Gamma Trust
- The Ganzoni Charitable Trust
- The Good Gifts catalogue
- The Harrison Clarke Rickerbys Charitable Trust
- The Hudson Charitable Trust
- The Kilpatrick Fraser Charitable Trust
- The Light Fund
- The Monday Trust
- The Stubbs Family Charitable Trust
- The Pink Ribbon Foundation
- The Graham and Sue Harris Charity

Risk Management

Each year, the Trustees assesses the major strategic, business and operational risks faced by CSUK. This analysis involves identifying specific risks, assessing their potential impact, their likelihood of occurrence and what actions could be implemented to mitigate or avoid such risks. This is presented as a report to the Trustees, allocating specific actions to management which are then followed up on a regular basis.

The 2018 risk review carried out by the Trustees confirmed that the highest risks continue to be financial risks relating to the charity's cash flow, revenues and profitability, and operational risks linked to the turnover of key staff. More specifically:

- **Financial Risks:** CSUK management circulates cash flow and profitability statements to the Trustees on a monthly basis, comparing its monthly and year to date financial status against the CSUK budget, supported by detailed information on CSUK's revenue streams. In addition, CSUK management prepare from time to time financial forecasts which allows CSUK management and the Trustees to assess the charity's medium term financial situation, and the potential impact of any planned actions and management interventions.

CANCER SUPPORT UK (CSUK)

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2018

- Operational Risks: At the end of February 2018 CSUK employed only four full time staff. The charity's ability to deliver its operational targets is made more challenging in the event a staff member leaving. Staff selection, onboarding, training and staff engagement activities are designed to mitigate this risk. In the event of any staff turnover, short term pragmatic responses minimise the operational impact while new staff are appointed.

FINANCIAL REVIEW

The Board noted the improvement in CSUK's financial outcomes which resulted in a net surplus of £89,900, compared to a net deficit in 2017 of £146,995.

The funds balance at the end of the year showed a surplus of £64,106, compared to a deficit of £25,794 in the prior year.

Fundraising results

A new fundraising strategy was developed and implemented in 2018 to reverse the decline in revenues and to diversify CSUK's donation sources. The Board is pleased to report that the new fundraising strategy, which is more effective and less expensive to resource, has led to improved fundraising outcomes. Fundraising income increased by 22% from £353,343 to £431,795.

Expenditure

CSUK's total expenditure reduced by 32% from £500,384 to £341,909. Expenditure on charitable activities reduced by 18% from £264,430 to £217,303, while costs relating to fundraising reduced by 47% from £235,954 to £124,606. These improved financial outcomes enabled CSUK to invest more in delivery of charitable services.

Reserves Policy

The Trustees have examined CSUK's requirements for reserves considering the key risks to the organisation. Historically, the Board has operated on the basis that its unrestricted funds not committed or invested in tangible fixed assets should be approximately equal to three (3) months expenditure. This level of reserves would be required to meet CSUK's working capital requirements.

As at 31 December 2018, CSUK carried an uncommitted reserves of £48,052. The Trustees recognise that the reserves held at the end of 2018 are low in comparison to the requirements of their reserves guidelines but note CSUK's cash position is enhanced with medium term loans from Charities Aid Foundation.

Senior Executive Remuneration

In line with the recommendations of the NCVO Inquiry into Executive Remuneration published in April 2014, the Charity has decided to disclose the remuneration of the Chief Executive.

The CEO remuneration in 2018 totalled £60,000 (2017: £56,000). The CEO is eligible for a bonus up to a maximum of 10% of gross salary. This is determined by an assessment of her performance and achievement of delivery targets carried out by the Chairman of the Trustees which is reviewed and confirmed by the Board. There are no other pecuniary benefits for senior or other staff at the charity.

On Behalf of the Trustees



Matthew Doyle, Trustee



Dated

CANCER SUPPORT UK (CSUK)

INDEPENDENT EXAMINER'S REPORT

TO THE BOARD OF CANCER SUPPORT UK (CSUK)

I report to the Board on my examination of the financial statements of Cancer Support UK (CSUK) (the charity) for the year ended 31 December 2018.

Responsibilities and basis of report

As the Board of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 (the 2005 Act), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 (the 2006 Act). You are satisfied that the financial statements of the charity are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 44 (1) (c) of the 2005 Act and section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

I have completed my examination. I confirm that no 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 charity as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

HW Fisher

M Baig

c/o HW Fisher
Chartered Accountants
Acre House
11-15 William Road
London
NW1 3ER

Dated: 30/9/19

CANCER SUPPORT UK (CSUK)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2018

		Unrestricted funds	Restricted funds	Total	Unrestricted funds Restated 2017	Restricted funds 2017	Total Restated 2017
	Notes	2018 £	2018 £	2018 £	£	£	£
Income from:							
Donations and legacies	3	304,393	31,945	336,338	310,330	28,205	338,535
Other trading activities	4	95,457	-	95,457	14,808	-	14,808
Interest receivable	5	14	-	14	46	-	46
Total income		399,864	31,945	431,809	325,184	28,205	353,389
Expenditure on:							
Raising funds	6	124,606	-	124,606	235,954	-	235,954
Charitable activities	7	191,959	25,344	217,303	218,312	46,118	264,430
Total resources expended		316,565	25,344	341,909	454,266	46,118	500,384
Net income/(expenditure) for the year/							
Net movement in funds		83,299	6,601	89,900	(129,082)	(17,913)	(146,995)
Fund balances at 1 January 2018		(35,247)	9,453	(25,794)	93,835	27,366	121,201
Fund balances at 31 December 2018		48,052	16,054	64,106	(35,247)	9,453	(25,794)

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

All income and expenditure derive from continuing activities.

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

CANCER SUPPORT UK (CSUK)

BALANCE SHEET

AS AT 31 DECEMBER 2018

	Notes	2018 £	£	2017 £	£
Fixed assets					
Tangible assets	11		681		983
Current assets					
Debtors	13	78,666		14,009	
Cash at bank and in hand		87,543		29,900	
		<u>166,209</u>		<u>43,909</u>	
Creditors: amounts falling due within one year	15	<u>(82,388)</u>		<u>(47,508)</u>	
Net current assets/(liabilities)			<u>83,821</u>		<u>(3,599)</u>
Total assets less current liabilities			<u>84,502</u>		<u>(2,616)</u>
Creditors: amounts falling due after more than one year	16		<u>(20,396)</u>		<u>(23,178)</u>
Net assets/(liabilities)			<u>64,106</u>		<u>(25,794)</u>
Income funds					
Restricted funds	17		16,054		9,453
Unrestricted funds			48,052		(35,247)
			<u>64,106</u>		<u>(25,794)</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2018. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The Board acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements 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 incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board on 30-9-2019



Mr Matthew Doyle
Trustee

Company Registration No. 05048319

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

Charity information

Cancer Support UK (CSUK) is a private company limited by guarantee incorporated in England and Wales. The registered office is Garden Studios, 71-75 Shelton Street, London, WC2H 9JQ.

1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 "The UK Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006, regulation 8 of the Charities Accounts (Scotland) Regulations 2006 and UK Generally Accepted Accounting Practice as it amended from 1 January 2016. The charity meets the definition of 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 not to prepare a Statement of Cash Flows.

The financial statements 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. The principal accounting policies adopted are set out below.

1.2 Going concern

The trustees have assessed whether the use of going concern and have considered possible events or conditions that might cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements. In particular, the trustees have considered the charitable company's forecasts and projections and have taken account of pressures on fee income. After making enquiries, the trustees have concluded that there is reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Board 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 financial statements.

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.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income, including bank interest, is included when receivable.

Income from clothes donated are recognised within the accounts once the cash value of items is realised.

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered. Expenditure is recognised once there is a legal constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. It is allocated between:

- expenditure incurred directly in the effort to raise voluntary contributions (cost of raising funds);
- expenditure incurred directly to the fulfilment of the charity's objectives (charitable activities).

Charitable activities comprises all the expenditure incurred by the charity in meeting its charitable objectives and is further analysed between:

- Cancer Care Programme
- Service development

Where items of expenditure involve more than one cost category these costs have been apportioned on a reasonable basis as determined by the trustees. One particular area where the cost is material to the charity is in the production and distribution of the mail shots.

Furthermore the expenditure has been allocated on the basis of whether the educational content of the individual mail shot is significantly high enough so as to be material. When this holds true the remaining cost of the mail shot is allocated on a pro-rata basis comparing the educational content (costs in furtherance of the charity's objectives) to the fundraising content (costs of generating funds). The educational content is determined by the amount of text and space on each mail shot that is dedicated to material of an education nature.

Fundraising expenditure i.e. text that may induce a donation from the recipient, is allocated upon the basis of the volume of the text and space that is not related to text of an educational nature.

Support costs including other overheads which are not dealt with as part of the dual cost approach are allocated in the ratio of the total charitable expenditure to the total fundraising costs. A significant amount of the support costs are personnel costs which are initially allocated on the basis of the employee's function in the charity, with the residual administration costs being allocated in the ratio noted above.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost net of depreciation and any impairment losses.

All tangible fixed assets costing more than £250 are capitalised at their cost to the charity.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Office Equipment	5 years straight line
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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 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks. Bank overdrafts are shown within borrowings in current liabilities.

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

(Continued)

1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.11 Foreign exchange

Transactions in currencies other than pounds sterling are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation are included in net income/(expenditure) for the period.

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Board are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not believe there to be any judgements or estimates that would be considered critical to the financial statements.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds Restated 2017	Restricted funds 2017	Total Restated 2017
	2018	2018	2018	2017	2017	2017
	£	£	£	£	£	£
Donations and gifts	226,337	31,945	258,282	272,854	28,205	301,059
Legacies receivable	66,465	-	66,465	16,717	-	16,717
Gift aid claims	11,591	-	11,591	20,759	-	20,759
	<u>304,393</u>	<u>31,945</u>	<u>336,338</u>	<u>310,330</u>	<u>28,205</u>	<u>338,535</u>

4 Other trading activities

	Unrestricted funds 2018	Unrestricted funds Restated 2017
	£	£
Income from clothes donated	<u>95,457</u>	<u>14,808</u>

5 Interest receivable

	Unrestricted funds 2018	Unrestricted funds 2017
	£	£
Interest receivable	<u>14</u>	<u>46</u>

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

6 Raising funds

	Unrestricted funds	Unrestricted funds
	2018	2017
	£	£
<u>Fundraising and publicity</u>		
Fundraising costs	78,928	179,608
Support costs	45,678	56,346
	<u>124,606</u>	<u>235,954</u>

7 Charitable activities

	Cancer Care Programme	Cancer Care Programme	Service Development	Total 2017
	2018	2017	2017	
	£	£	£	£
Direct expenditure	20,764	17,988	7,346	25,334
Share of support costs (see note 8)	179,637	210,803	-	210,803
Share of governance costs (see note 8)	16,902	28,293	-	28,293
	<u>217,303</u>	<u>257,084</u>	<u>7,346</u>	<u>264,430</u>
Analysis by fund				
Unrestricted funds	191,959	210,966	7,346	218,312
Restricted funds	25,344	46,118	-	46,118
	<u>217,303</u>	<u>257,084</u>	<u>7,346</u>	<u>264,430</u>

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

8 Support costs	Support costs	Governance costs	2018	Support costs	Governance costs	2017
	£	£	£	£	£	£
Staff costs	148,138	-	148,138	142,056	-	142,056
Depreciation	302	-	302	151	-	151
Legal and professional fees	2,044	-	2,044	17,735	-	17,735
Travel	2,488	-	2,488	1,221	-	1,221
Premises and insurance costs	33,055	-	33,055	35,475	-	35,475
Bank and card charges	1,942	-	1,942	6,271	-	6,271
Office print, post and stationery	1,675	-	1,675	8,888	-	8,888
Exchange rate variance	-	-	-	168	-	168
Other miscellaneous overheads	22,270	-	22,270	28,900	-	28,900
Bank and loan interest	1,243	-	1,243	956	-	956
Database development	-	-	-	25,328	-	25,328
VAT non reclaimable	12,158	-	12,158	-	-	-
Accountancy	-	12,702	12,702	-	24,093	24,093
Independent examination	-	4,200	4,200	-	4,200	4,200
	<u>225,315</u>	<u>16,902</u>	<u>242,217</u>	<u>267,149</u>	<u>28,293</u>	<u>295,442</u>
Analysed between						
Fundraising	45,678	-	45,678	56,346	-	56,346
Charitable activities	179,637	16,902	196,539	210,803	28,293	239,096
	<u>225,315</u>	<u>16,902</u>	<u>242,217</u>	<u>267,149</u>	<u>28,293</u>	<u>295,442</u>

Governance costs includes independent examination fees of £4,200 (2017: £4,200).

9 Board

None of the Board (or any persons connected with them) received any remuneration, benefits or expenses from the charity during the year.

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

10 Employees

Number of employees

The average monthly number of employees during the year was:

	2018 Number	2017 Number
Employees	3	4

Employment costs

	2018 £	2017 £
Wages and salaries	133,784	130,505
Social security costs	11,704	9,917
Other pension costs	2,650	1,634
	<u>148,138</u>	<u>142,056</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2018 Number	2017 Number
£60,000 - £70,000	1	-

Key management personnel include the Chief Executive. The total employee benefits of the charity's key management personnel were £68,325 (2017: £56,393).

11 Tangible fixed assets

	Office Equipment £
Cost	
At 1 January 2018	1,509
At 31 December 2018	<u>1,509</u>
Depreciation and impairment	
At 1 January 2018	526
Depreciation charged in the year	302
At 31 December 2018	<u>828</u>
Carrying amount	
At 31 December 2018	<u>681</u>
At 31 December 2017	<u>983</u>

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

12	Financial instruments		2018	2017
			£	£
	Carrying amount of financial assets			
	Debt instruments measured at amortised cost		12,217	11,049
			<u> </u>	<u> </u>
	Carrying amount of financial liabilities			
	Measured at amortised cost		97,047	69,209
			<u> </u>	<u> </u>
13	Debtors		2018	2017
			£	£
	Amounts falling due within one year:			
	Trade debtors		3,316	-
	Other debtors		8,901	11,189
	Prepayments and accrued income		66,449	2,820
			<u> </u>	<u> </u>
			78,666	14,009
			<u> </u>	<u> </u>
14	Loans and overdrafts		2018	2017
			£	£
	CAF bank loan		59,393	33,964
			<u> </u>	<u> </u>
	Payable within one year		38,997	10,786
	Payable after one year		20,396	23,178
			<u> </u>	<u> </u>
15	Creditors: amounts falling due within one year		2018	2017
			£	£
		Notes		
	Bank loans	14	38,997	10,786
	Other taxation and social security		5,737	1,477
	Trade creditors		16,872	25,807
	Other creditors		261	1,670
	Accruals and deferred income		20,521	7,768
			<u> </u>	<u> </u>
			82,388	47,508
			<u> </u>	<u> </u>
16	Creditors: amounts falling due after more than one year		2018	2017
			£	£
		Notes		
	Bank loans	14	20,396	23,178
			<u> </u>	<u> </u>

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			Balance at 31 December 2018
	Balance at 1 January 2017	Income	Expenditure	Balance at 1 January 2018	Income	Expenditure	
	£	£	£	£	£	£	£
Man note	27,366	-	(27,366)	-	-	-	-
Cancer Care Programme	-	28,205	(18,752)	9,453	31,945	(25,344)	16,054
	<u>27,366</u>	<u>28,205</u>	<u>(46,118)</u>	<u>9,453</u>	<u>31,945</u>	<u>(25,344)</u>	<u>16,054</u>

Cancer Care Programme was a fund set up by the charity for their Cancer Kits and Cancer Coach Programmes.

The charity offers free Cancer Kits to people currently undergoing treatment as a practical aid to recovery.

Chemo Kits - Chemo Kits are designed specifically to help people undergoing chemotherapy. They contain items to offset some of the unpleasant side effects of treatment, like cold hands and feet, nausea, and sensitive teeth.

Cancer Kits - General Cancer Kits are designed to help adults who are not receiving chemotherapy but are undergoing another form of cancer treatment. They contain items like puzzle books to relieve boredom, relaxing pillow spray to aid sleep, and toiletries to use on the go.

Kids' Kits - Kids' Kits are designed to brighten the days of children living with cancer and undergoing treatment. They contain small toys and colouring sets to help entertain and pass the time in hospital, and practical items like cosy socks and antibacterial wipes.

The Cancer Coach programme is a six week structured 'self-management' course, delivered by phone for people living with cancer. Developed by a range of cancer professionals, the programme offers much needed encouragement and emotional support, which is fundamental to recovery. Groups are run by people who can empathise and understand what it's like as they have experienced cancer themselves.

Man Group fund was set up to cater specifically for Children's projects and will also be used for distributing Proton grants to the wider network of hospitals in the UK.

CANCER SUPPORT UK (CSUK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2018

18 Analysis of net assets between funds

	General	Restricted	Total	General	Restricted	Total
	2018	2018	2018	2017	2017	2017
	£	£	£	£	£	£
Fund balances at 31 December 2018 are represented by:						
Tangible assets	681	-	681	983	-	983
Current assets/(liabilities)	67,767	16,054	83,821	(13,052)	9,453	(3,599)
Long term liabilities	(20,396)	-	(20,396)	(23,178)	-	(23,178)
	<u>48,052</u>	<u>16,054</u>	<u>64,106</u>	<u>(35,247)</u>	<u>9,453</u>	<u>(25,794)</u>

19 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum rental payments under a serviced office facilities agreement with a three month notice period, which fall due as follows:

	2018	2017
	£	£
Within one year	<u>8,460</u>	<u>8,460</u>

20 Related party transactions

There were no disclosable related party transactions during the year.