



Pelvic Radiation Disease Association

# Annual Report 2019/2020

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## What we are here for

Pelvic Radiation Disease (PRD) is defined as one or more ongoing symptoms that affect people who have previously had radiotherapy in the pelvic region to treat any cancer. PRD can affect one or more of: bladder, bone, bowel, nerves, sexual organs, blood supply, stomach and digestion, lymphatic system, skin and mental health. PRD can be defined as symptoms starting or continuing 3 months or more after the end of radiotherapy. Sometimes they may not start until many years or decades later. PRDA is a small UK charity whose objectives are to see that the effects of PRD are minimised, that people affected by PRD are given the best possible care and treatment, and that PRD is accepted as a serious problem and given the attention it deserves.

PRDA aims to have an impact by:

- providing and facilitating direct support and information to people affected by, or at risk of, Pelvic Radiation Disease;
- providing a voice for people affected by PRD;
- influencing decision-makers to achieve adequate, dedicated funding for PRD services across the UK;
- working with charity, professional organisations, NHS and other partners to improve health and social services for people affected by PRD;
- working with charity and professional organisation partners to improve professional awareness and education on the prevention and treatment of PRD;
- influencing research and trials that address issues to do with PRD.



## Chairman's Welcome from Richard Surman



2019/20 has been a good year for PRDA. Member Dan Meehan undertook an extensive mailing to UK urologists, an important group of health professionals for us. We are very grateful to him for his hard work. We were able for the first time to have a significant presence at the British Society of Gastroenterologists Annual General Conference in Glasgow, during which we hosted a 'summit' of interested gastroenterologists and other health professionals. As a result of this summit, we now provide support to a group of healthcare professionals who are very focused on PRD and collaborating on issues such as education for doctors, clinical standards for PRD services as well as the creation of PRD research studies. All this of course in addition to the advice services that we provide for patients and health professionals.

2020 will see us taking big steps forward; it's a big transition year for us, as we aim to expand our trustee board and move to a new way of working. We launched an online forum this year and indications are that it is proving to be both popular and useful. The objective of the Forum is to be helpful to the many people who feel isolated and confused about PRD. In addition to this contact to the charity can be made via our helpline 01372 744338, email [info@prda.org.uk](mailto:info@prda.org.uk) or message on Twitter, Facebook or the Online Community.

Although we operate on a very tight budget, I am confident that we have full control over the charity's finances and are adapting our expenditure to allow for the financial uncertainties faced by ourselves and many other charities in the current circumstances.

We are also looking to bring more volunteers on board - this will mean more opportunities for patients, their families, friends and colleagues to get involved in helping PRDA to be the best charity for supporting people affected by PRD. Please see our website [prda.org.uk](http://prda.org.uk) and social media for news over the next few months.

## Highlights of 2019/20

- ■ We responded to 329 queries on our Helpline;
- ■ We sent literature to 171 clinics and Healthcare Professionals;
- ■ We ran two workshops for Healthcare Professionals who are passionate about the proper treatment of PRD;
- ■ We exhibited at the British Society of Gastroenterology conference in Glasgow and spoke to over 150 professionals there;
- ■ We mailed out to all Urologists in England, N. Ireland, Scotland and Wales;
- ■ We reached 8068 (sessions) visitors worldwide through our website;
- ■ We expanded our social media presence with over 78,000 Twitter and 1,600 Facebook Impressions, and joined LinkedIn;
- ■ We sent out over 5,000 Newsletters to more than 400 subscribers.

## How we are here for people

All of the volunteers and staff at PRDA have some close experience of PRD. We understand the problems and how hard it can be to get vital information and support. We know there are big gaps in the system and we are dedicated to helping people affected by PRD, whether patients, family or carers, bridge those gaps and get appropriate and sympathetic treatment.

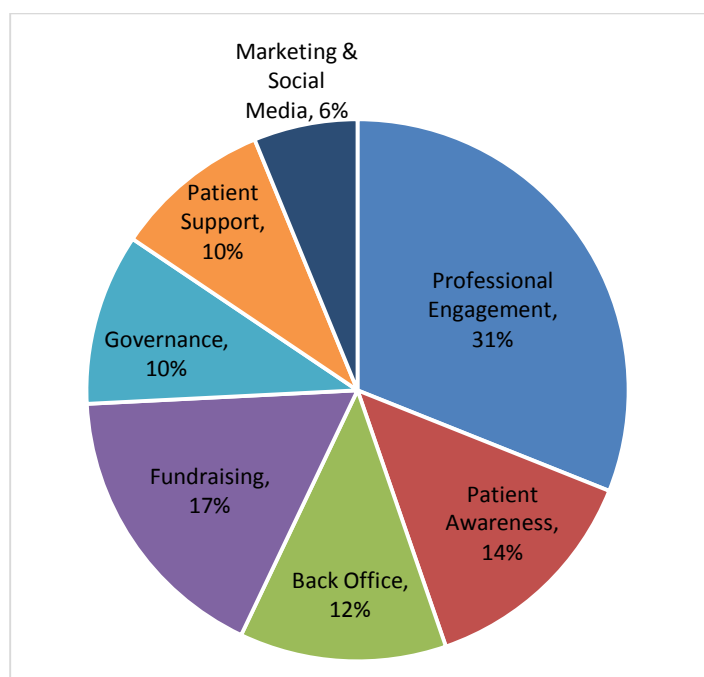
Our **Helpline** is at the heart of all that we do, talking to people with problems, helping them, and connecting with Healthcare Professionals. Our Medical Advisory Panel are there to advise when we need help with patient queries and when we write about PRD clinical issues. The panel has been considerably expanded this year and includes 7 gastroenterologists, 4 specialist nurses, 2 therapeutic radiographers, 2 clinical oncologists, 2 urologists, a physiotherapist, a dietitian and a GP.



## What we did with your money

### 2019/20 Expenditure

Patient Support	£2,863
Patient Awareness	£4,174
Professional Engagement	£9,484
Back Office	£5,951
Governance	£2,884
Marketing	£1,893
Fundraising	£4,595
<b>total</b>	<b>£31,844</b>



At just over ¼ of our total expenditure, our staff costs are tiny compared to many other charities. A huge amount of our success this year was achieved by volunteers working alongside our dedicated Office Manager, Sarah.

Staff	£ 8,203	(26%)
Design & Print	£ 5,403	(17%)
Consultancy	£ 4,345	(14%)
Travel & Accommodation	£ 2,901	(9%)
Venues & Catering	£ 2,478	(8%)
Professional Services	£ 1,846	(6%)
Back Office services & IT	£ 1,395	(4%)
Other	£ 3,132	(10%)
Telephone	£ 514	(2%)
Postage	£ 336	(1%)
Depreciation etc.	£ 1,291	(4%)
	<u>£ 31,844</u>	

## What we did with your money continued

We invested in a new **Fundraising Pack** which can be downloaded from our website. It contains a wealth of ideas which any supporter can use to help raise money for PRDA.



We updated and renewed our stock of the **leaflets** that we send out for people affected by PRD and for healthcare professionals. This major investment should give us enough to keep going for up to two years. We sent out around 3,500 leaflets this year, most of them posted out to clinics and hospitals.

We engaged a small consultancy, Colley Raine, to do some of our **marketing and fundraising**. They assisted in organising our event in Glasgow (see below), advised on marketing and social media, and rejuvenated our strategic fundraising efforts.

## Professional Engagement programme

### BSG Conference in Glasgow

In June 2019 we took an exhibition stand at the major British Society of Gastroenterology conference. Most of the Trustees were involved in manning the stand and we spoke to over 150 professionals. We also conducted a survey on how gastroenterology professionals talk about PRD – very few of them call it PRD so we know we have more work to do to raise awareness so that when professionals see ‘radiation proctitis’ they recognise that quite likely that person also has bladder, sexual and psychological problems.

We also organised a reception during the evening and brought together 25 professionals to discuss PRD and the headline issues in its treatment and educating professionals. Most of those attending agreed to continue meeting, and our PRD Professionals Group (PPG) was born. The group met again in London later in 2019.

The cost of our stand and the professionals meeting was partly funded by a generous gift from Penguins Against Cancer.





## Thank You

- ■ Thank You to our supporters who make a regular financial contribution.
- ■ Thank You to our hardworking volunteers who help run support groups, represent us at events, man stands, distribute leaflets, and help with our lists of clinics and consultants.
- ■ Thank You to everyone who has helped raise money or made a one-off donation.
- ■ Thank You to our Office Manager Sarah.
- ■ Thank You to all our Trustees.
- ■ Thank You to everybody who made a Gift Aid declaration.
- ■ Thank you to Dr Tim Ward, who served as Deputy Chairman of Trustees for many years and is staying on as scientific advisor.
- ■ Thank You to all the Healthcare Professionals who make up our Medical Advisory Panel and who participated in our PRD Professionals Group meetings.
- ■ Thank You to everybody who joined Give As You Live for us.

PRDA has also been assisted during the year by:

- ■ The National Council of Voluntary Organisations
- ■ The Fore
- ■ Rothschild & Co.

## Our panel of Medical Advisors

- ■ **Dr Jervoise Andreyev**, MBBS, MA, PhD, FRCP, Consultant Gastroenterologist at United Lincolnshire Hospitals NHS Trust.
- ■ **Charlotte Beardmore**, FCR MBA BSc(Hons) DCR(R&T) is Director of Professional Policy at the Society and College of Radiographers
- ■ **Rhea Crighton**, RN, MSc, Clinical Nurse Specialist in Pain Management at North Devon District Hospital, non-medical prescriber and guest lecturer for University West of England
- ■ **Dr Sally Darnborough**, Beatson Cancer Charity and Macmillan Cancer Support Lead Clinician Late Effects Pelvic Radiation Disease, The Beatson West of Scotland Cancer Centre
- ■ **Professor Sara Faithfull**, PhD, MSc, BSc(Hons), Oncology cert, RGN, Professor of Cancer Nursing Practice at University of Surrey.
- ■ **Dr John Green**, MBBCh MD FRCP, Consultant Gastroenterologist at Cardiff and Vale UHB, and Clinical Senior Lecturer at the Centre for Medical Education at Cardiff University.
- ■ **Dr Caroline Henson**, MBBS PhD MRCP, Consultant Gastroenterologist at the University Hospital of South Manchester NHS Foundation Trust.
- ■ **Mr Pardeep Kumar**, MB, ChB, PhD, FRCS Urology. Consultant Urological Surgeon, the Royal Marsden NHS Foundation Trust
- ■ **Dr Shameer Mehta**, Consultant Gastroenterologist at UCLH NHS Foundation Trust, and Honorary Senior Lecturer at UCL.
- ■ **Ann Muls**, Macmillan Nurse Consultant (GI consequences of cancer treatment). NIHR clinical doctoral fellow. The Royal Marsden NHS Foundation Trust.
- ■ **Dr Lisa Punt**, Centre Head at Maggie's Centre at Addenbrookes Hospital, Cambridge.
- ■ **Dr Karen Robb** PhD, Bsc, MCSP, Macmillan Rehabilitation Clinical Lead, Transforming Cancer Services Team for London.
- ■ **Dr Clare Shaw**, PhD RD, Consultant Dietitian in Oncology at The Royal Marsden Hospital NHS Foundation Trust.
- ■ **Dr Rhodri Stacey**, Gastroenterology SpR representative to the Welsh Association for Gastroenterology and Endoscopy.
- ■ **Professor John Staffurth**, Clinical Reader in Oncology at Cardiff University, and Consultant Oncologist at Velindre NHS Trust, Cardiff.
- ■ **Dr Claire Taylor**, RGN, PhD. Macmillan Nurse Consultant in Colorectal Cancer at London North West Healthcare NHS Trust, and Visiting Lecturer, King's College, London.
- ■ **Dr Tony Tham**, MB BCH BAO, MD, FRC, MSc. Consultant Gastroenterologist, Ulster Hospital, Dundonald, Belfast, Chair, the British Society of Gastroenterology.
- ■ **Mr Ramesh Thuraiaraja**, MD, FRCS (Urol), FEBU, Consultant Urological Surgeon, Guy's and St Thomas' NHS Foundation Trust, London.
- ■ **Dr Ana Wilson**, BA(Oxon) BMBCh MD MRCP, Consultant Gastroenterologist and Specialist Endoscopist and Honorary Senior Clinical Lecturer Imperial College London. Trust Lead for GI Consequences of Cancer Treatment/GIANT team. St Mark's Hospital (London North West Healthcare NHS Trust) and The Royal Marsden NHS Foundation Trust.

## Where the money came from 2019/20

Sources of income were:

Major Donations	£2,100
Fundraising	£7,385
Ongoing Friends	£3,285
Individual donations	£ 400
Other	£2,005
<b>Total income for year</b>	<b>£15,175</b>

We received grants and donations (included above) from the following, for which we are enormously grateful:

The PF Charitable Trust	£4,000
The Gisela Graham Foundation	£1,000
The Dawnie Trust	£2,000
The Albert Hunt Trust	£2,000

In the previous two financial years we received considerable (by our standards) income from legacies. This short term financial security enabled us to embark on the conference and professionals event in Glasgow. No legacy donations were received in 2019-20.

## Plans for next year and beyond

- ■ We will encourage our friends and supporters to move to monthly, instead of annual giving.
- ■ We will be growing our new online community Forum for anyone to use who needs support, or wishes to support others. This will require some active management and oversight.
- ■ As we grow in size we need new ways of keeping our information correct, secure and available where needed. We intend to set up a Constituent Relationship Management system to improve how we interact with different people for different purposes.
- ■ We will maintain our relationship with other organisations, including charities, research projects, clinics and healthcare professionals.
- ■ We intend to recruit some new Trustees and to expand our advisory panel. Before the end of the year we will need to find a new Chairman and Honorary Secretary.
- ■ We expect to bring in some additional clerical support to help with all of the above, and to help organise our volunteers and support group activities.
- ■ We will continue to improve our website, and to expand our social media presence.
- ■ We will support our PRD Professionals Group and help them develop a strong programme.
- ■ We will increase our fundraising effort, and aim to grow our income as a result.



## Trustees' Report and Financial Statement

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006 have the pleasure in presenting their report together with the financial statements of the Charity for the year ended 31 March 2020. All Trustees of the charity are also Directors of the charitable company, and *vice versa*. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Founded ten years ago as a patient support group and registered as a charity in 2012, the Trustees continue to dedicate themselves, with the support of volunteers, to expand the outreach of the Pelvic Radiation Disease Association (PRDA) and to further refine the charity's provision of information, support and guidelines to both patients and health professionals.

### Objectives and Activities

The term Pelvic Radiation Disease is a relatively new one, only now gaining some acceptance among health professionals as a valid and useful framework within which to describe brief or long lasting problems, mostly in the bowel, caused by pelvic radiotherapy. The trustees aim to bring this disease to the attention of health professionals and patients to inform them about how to alleviate their symptoms. The trustees work to have the most up to date information for patients on the various aspects of Pelvic Radiation Disease and available resources for treatment.

The objectives of the charity as per the Articles are:

- To campaign for the wider recognition of pelvic radiation disease as well as for improvement in National Health Service facilities and treatment to help the management of radiation induced surgery.
- To support patients suffering from radiation induced injury and in particular patients suffering from pelvic radiation disease in any appropriate way including through a network of informal support groups that are professionally supported.
- To gather information about and support research into pelvic radiation disease.

### Structure, Governance and Management

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

The charity is governed by the Board of six trustees, which meets on a regular basis. The secretary and the trustees manage all day to day operations of the charity and support and advise on all financial matters.

The charity is registered with the Fundraising Regulator.

### Trustees Recruitment and induction

Trustees receive written minutes at Board Meetings held during the year to ensure they are kept up to date with the activities of the charity. In addition, the trustees review the Pelvic Radiation Disease Association portfolio of policies and procedures on a regular basis, and introduce new policies and procedures as appropriate. A new policy on Safeguarding was agreed in 2019, and a Safeguarding Officer was appointed and trained.

The board intends to increase the number of trustees in the forthcoming year, not only to replace any who might step down, but also with the aim of making the board larger and increasing the skills and experience base for the greater benefit of the charity.

### Trustees

The trustees of the charitable company are also the directors of the company:

Mr. Richard Surman (Chairman)

Mrs. Jane Norris- Jones

Mr. Willie Auld

Mr. David Jillings

Dr. Timothy Ward (stood down 6/1/20)

Dr. Lesley Smith

### Related Parties

The Charity has no subsidiaries. There are no related parties in the charity.

### Risk Management

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operation and finances of the charity, and are satisfied that the systems are in place to mitigate their exposure to the major risks. Efforts are continuously made to increase funds. Internal risks are minimized by implementation of satisfactory operational procedures, and consistent quality of service delivery. These are reviewed by the Board on a regular basis.

PRDA does not hold any investments.

## Financial Review and Results

The trustees decided at the beginning of 2020 that the upturn in income in the previous two years should be turned to increased spending in the short term, even though that would mean the new year would result in a net deficit. The charity is run on the basis of very few ongoing financial commitments, and is in a position at any time to adjust the rate of its expenditure in response to its success in raising income. This flexibility and control makes it possible to budget for an annual deficit without the risk of committed outgoings gaining a momentum that would carry the charity into financial difficulties.

### Financial Position

The gross income of the charity for the year ended 31 March 2020 amounted to £15,178 (2018/19: £26,233) whereas costs for charitable activities were £31,844 (2018/19: £19,219), of which Governance costs were £600 (2018/19: £840). The net deficit for the year was £16,666 (2018/19: surplus £ 7,014).

The overall net assets of the company have decreased from £61,262 to £44,596.

### Reserve Policy

It is the policy of the trustees to maintain unrestricted funds, which are the free reserves of the charity, at the minimum level of £10,000.

## Reference and Administrative Details

<i>Registered Company Number</i>	07998409 (England and Wales)
<i>Registered Charity Number</i>	1147802
<i>Registered Company Office</i>	62 Norbiton Avenue, Kingston upon Thames, KT1 3QP.
<i>Company Secretary</i>	David Edmund Jillings
<i>Independent Examiner</i>	Mary E Ryan, FCCA, CertPFS, DChA, Ark Accountancy, Chartered Certified Accountant, 31 Cheam Road, Epsom, Surrey, KT17 1QX

## Statement of Disclosure to Independent Examiners

So far as the trustees are aware, there is no relevant audit information of which the charity is unaware. Additionally, the Trustees have taken all the necessary steps that they ought to have taken as Trustees in order to make themselves aware of all relevant audit information and to establish that the charity's independent examiners are aware of that information.

The report of the Trustees was approved by order of the board of trustees on 9 October 2020 and signed on its behalf by:



David Jillings - Trustee

## Independent Examiner's report to the trustees of Pelvic Radiation Disease Association ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

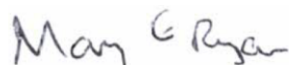
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### Independent examiner's statement

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.



Mary E Ryan, FCCA, CertPFS, DChA,  
Ark Accountancy,  
Chartered Certified Accountant,  
31 Cheam Road, Epsom, Surrey, KT17 1QX.

Date: 5/11/20



## Statement of Financial Activities for the Year Ended 31 March 2020

	Notes	Unrestricted fund £	Restricted fund £	31.3.20 Total funds £	31.3.19 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		3,787	2,000	5,787	14,743
<b>Charitable activities</b>					
Dawnie Trust		-	-	-	4,000
The Brothers Trust		-	-	-	3,000
P F Trust		4,000	-	4,000	3,000
Albert Hunt Trust		-	2,000	2,000	1,000
Gisella Graham Foundation		1,000	-	1,000	-
Other trading activities	2	<u>2,391</u>	<u>-</u>	<u>2,391</u>	<u>490</u>
<b>Total</b>		11,178	4,000	15,178	26,233
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Charitable activities		<u>19,833</u>	<u>12,011</u>	<u>31,844</u>	<u>19,219</u>
<b>NET INCOME/(EXPENDITURE)</b>		(8,655)	(8,011)	(16,666)	7,014
<b>Transfers between funds</b>	10	<u>(8,770)</u>	<u>8,770</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		(17,425)	759	(16,666)	7,014
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>55,447</u>	<u>5,815</u>	<u>61,262</u>	<u>54,248</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>38,022</u></u>	<u><u>6,574</u></u>	<u><u>44,596</u></u>	<u><u>61,262</u></u>

The notes form part of these financial statements

## Balance Sheet 31 March 2020

	Notes	Unrestricted fund £	Restricted fund £	31.3.20 Total funds £	31.3.19 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	3,142	-	3,142	5,078
<b>CURRENT ASSETS</b>					
Debtors	8	740	-	740	1,475
Cash at bank		<u>35,373</u>	<u>6,574</u>	<u>41,947</u>	<u>55,947</u>
		36,113	6,574	42,687	57,422
<b>CREDITORS</b>					
Amounts falling due within one year	9	(1,233)	-	(1,233)	(1,238)
<b>NET CURRENT ASSETS</b>		<u>34,880</u>	<u>6,574</u>	<u>41,454</u>	<u>56,184</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		38,022	6,574	44,596	61,262
<b>NET ASSETS</b>		<u>38,022</u>	<u>6,574</u>	<u>44,596</u>	<u>61,262</u>
<b>FUNDS</b>	10				
Unrestricted funds				38,022	55,447
Restricted funds				<u>6,574</u>	<u>5,815</u>
<b>TOTAL FUNDS</b>				<u>44,596</u>	<u>61,262</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

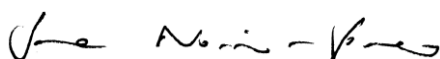
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 9 October 2020 and were signed on its behalf by:



J P Norris-Jones - Trustee



R C Surman - Trustee

The notes form part of these financial statements

## Notes to the Financial Statements for the Year Ended 31 March 2020

### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Website	- 33% on cost
Computer equipment	- 20% on cost

#### Taxation

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

#### Fund accounting

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

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

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

### 2. OTHER TRADING ACTIVITIES

	31.3.20	31.3.19
	£	£
Fundraising events	386	490
Other income	<u>2,005</u>	<u>-</u>
	<u>2,391</u>	<u>490</u>

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

**3. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.3.20	31.3.19
	£	£
Depreciation - owned assets	1,919	2,297
Deficit on disposal of fixed assets	<u>17</u>	<u>-</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

**Trustees' expenses**

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

**5. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	31.3.20	31.3.19
	<u>1</u>	<u>1</u>
Administrator		

No employees received emoluments in excess of £60,000.

**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	14,743	-	14,743
<b>Charitable activities</b>			
Dawnie Trust	4,000	-	4,000
The Brothers Trust	-	3,000	3,000
P F Trust	3,000	-	3,000
Albert Hunt Trust	1,000	-	1,000
Other trading activities	<u>490</u>	<u>-</u>	<u>490</u>
<b>Total</b>	23,233	3,000	26,233
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable activities	<u>12,877</u>	<u>6,342</u>	<u>19,219</u>
<b>NET INCOME/(EXPENDITURE)</b>	10,356	(3,342)	7,014
<b>Transfers between funds</b>	<u>(4,332)</u>	<u>4,332</u>	<u>-</u>
<b>Net movement in funds</b>	6,024	990	7,014



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

**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	49,423	4,825	54,248
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>55,447</u>	<u>5,815</u>	<u>61,262</u>

**7. TANGIBLE FIXED ASSETS**

	Website £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2019	12,792	2,382	15,174
Disposals	<u>-</u>	<u>(2,382)</u>	<u>(2,382)</u>
At 31 March 2020	<u>12,792</u>	<u>-</u>	<u>12,792</u>
<b>DEPRECIATION</b>			
At 1 April 2019	7,731	2,365	10,096
Charge for year	1,919	-	1,919
Eliminated on disposal	<u>-</u>	<u>(2,365)</u>	<u>(2,365)</u>
At 31 March 2020	<u>9,650</u>	<u>-</u>	<u>9,650</u>
<b>NET BOOK VALUE</b>			
At 31 March 2020	<u>3,142</u>	<u>-</u>	<u>3,142</u>
At 31 March 2019	<u>5,061</u>	<u>17</u>	<u>5,078</u>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.20 £	31.3.19 £
Tax	100	1,475
Prepayments	<u>640</u>	<u>-</u>
	<u>740</u>	<u>1,475</u>

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

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.20 £	31.3.19 £
Social security and other taxes	(104)	-
Other creditors	737	398
Accrued expenses	<u>600</u>	<u>840</u>
	<u>1,233</u>	<u>1,238</u>

**10. MOVEMENT IN FUNDS**

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	55,447	(8,655)	(8,770)	38,022
<b>Restricted funds</b>				
Restricted funds	5,815	(8,011)	8,770	6,574
	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>
<b>TOTAL FUNDS</b>	<u>61,262</u>	<u>(16,666)</u>	<u>-</u>	<u>44,596</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	11,178	(19,833)	(8,655)
<b>Restricted funds</b>			
Restricted funds	4,000	(12,011)	(8,011)
	<u>        </u>	<u>        </u>	<u>        </u>
<b>TOTAL FUNDS</b>	<u>15,178</u>	<u>(31,844)</u>	<u>(16,666)</u>

**Comparatives for movement in funds**

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
<b>Unrestricted funds</b>				
General fund	49,423	10,356	(4,332)	55,447
<b>Restricted funds</b>				
Restricted funds	4,825	(3,342)	4,332	5,815
	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>
<b>TOTAL FUNDS</b>	<u>54,248</u>	<u>7,014</u>	<u>-</u>	<u>61,262</u>

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

**10. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	23,233	(12,877)	10,356
<b>Restricted funds</b>			
Restricted funds	3,000	(6,342)	(3,342)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>26,233</u>	<u>(19,219)</u>	<u>7,014</u>

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

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	49,423	1,701	(13,102)	38,022
<b>Restricted funds</b>				
Restricted funds	4,825	(11,353)	13,102	6,574
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>54,248</u>	<u>(9,652)</u>	<u>-</u>	<u>44,596</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	34,411	(32,710)	1,701
<b>Restricted funds</b>			
Restricted funds	7,000	(18,353)	(11,353)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>41,411</u>	<u>(51,063)</u>	<u>(9,652)</u>

**11. RELATED PARTY DISCLOSURES**

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

## Detailed statement of Financial Activities for the Year Ended 31 March 2020

	31.3.20 £	31.3.19 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	2,100	1,472
Gift aid	401	66
Legacies	-	10,000
Membership subscriptions	<u>3,286</u>	<u>3,205</u>
	5,787	14,743
<b>Other trading activities</b>		
Fundraising events	386	490
Other income	<u>2,005</u>	<u>-</u>
	2,391	490
<b>Charitable activities</b>		
Grants	<u>7,000</u>	<u>11,000</u>
<b>Total incoming resources</b>	15,178	26,233
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	8,753	4,057
Insurance	856	793
Telephone	514	-
Postage & stationery	1,130	1,052
Leaflets and posters	5,403	2,200
Sundries	926	939
Travel	2,901	1,142
Subscriptions & registrations	120	203
Room hire & catering	2,477	619
Fundraising	1,898	4,607
Marketing	-	370
Payroll & HR	144	-
IT & website	458	-
Consultancy	3,728	-
Dep'n of website	1,919	1,919
Dep'n of computer equipment	-	378
Loss on sale of tangible fixed assets	17	-
Grants to individuals	<u>-</u>	<u>100</u>
	31,244	18,379
<b>Support costs</b>		
<b>Governance costs</b>		
Accountancy fees	<u>600</u>	<u>840</u>
Total resources expended	<u>31,844</u>	<u>19,219</u>
<b>Net (expenditure)/income</b>	<u>(16,666)</u>	<u>7,014</u>

This page does not form part of the statutory financial statements