

Registered number: 08240913
Charity number: 1149758

ARK CANCER CENTRE CHARITY
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 DECEMBER 2016

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ARK CANCER CENTRE CHARITY
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ARK CANCER CENTRE CHARITY
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REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE PERIOD ENDED 31 DECEMBER 2016

Trustees

M Rees
S Fell
R Finlayson
M Nicholls (appointed 29 June 2017)

Company registered number

08240913

Charity registered number

1149758

Registered office

The Ark Conference Centre, Dinwoodie Drive, Basingstoke, Hampshire, RG24 9NN

Company secretary

M Urry

Accountants

Wise & Co, Wey Court West, Union Road, Farnham, Surrey, GU9 7PT

ARK CANCER CENTRE CHARITY
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TRUSTEES' REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2016

The Trustees (who are also directors of the Charity for the purposes of the Companies Act) present their annual report together with the Financial Statements of Ark Cancer Centre Charity (the company) for the year ended 31 December 2016. The Trustees confirm that the Annual Report and Financial Statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2015.

STRUCTURE, MANAGEMENT AND GOVERNANCE

STRUCTURE

Ark Cancer Centre Charity is a Company Limited by Guarantee (No: 8240913) and a Charity Registered in England and Wales (No: 1149758). It is governed by its Memorandum and Articles of Association. The Trustees constitute Directors of the Charity for the purposes of company law.

Ark Cancer Centre was registered as a company on 4th October 2012. It was registered as a charity on 14th November 2012 and as a result was approved to change its company name to Ark Cancer Centre Charity on 26th November 2012.

Emphasis is placed on the skills of the Trustees to ensure Trustees' full contribution to the Charity's development.

The principal object of the company is to provide grants to ensure the designated cancer centre that is to be built by Hampshire Hospitals NHS Foundation Trust is built to a considerably enhanced specification to ensure people living with cancer and their families have access to a wide range of support therapies in a therapeutic environment.

MANAGEMENT

The management of the Charity falls into three areas of responsibility:

1. Identification of the fundraising project:

The Trustees have identified the need to raise funds to enhance the patient experience above NHS standard in a proposed new cancer centre to be built by Hampshire Hospitals NHS Foundation Trust. These funds will be used in two distinctive ways:

- i. the design of the building to maximise the therapeutic environment
- ii. the provision of the complementary and support services

The Trustees are committed to fundraising activities to facilitate grant applications from Hampshire Hospitals NHS foundation Trust (See Objective and Activities).

2. Communication:

The Trustees will ensure that the aims of the Charity are projected with accuracy and clarity to the general public, across all fundraising activities and initiatives to ensure a true reflection of its objects

3. Finance and administration: Responsibility for the accounting, secretarial, legal and administrative requirements of the Charity are managed by the Trustees.

GOVERNANCE

1. Objectives and Activities

The Charity's objects as stated in its Articles of Association are:

The relief of sickness and the preservation of health and to assist in the treatment and care of persons affected

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by cancer through the enhancements of all aspects of cancer care including:

- i. providing or assisting in the provision of equipment, facilities and services ancillary or supplemental to those provided by the statutory authorities or other care providers
- ii. to provide or assist in the provision of funding for enhanced or improved fitting out and decoration or any improvement to the aesthetic aspects of new or existing cancer care centres run by the statutory authorities or other care providers to enhance the wellbeing of persons affected by cancer
- iii. providing or assisting in the provision of, or providing funding for statutory authorities or other care providers to provide, ancillary and complementary care services and therapies to enhance the wellbeing of persons affected by cancer
- iv. provide support, assistance and information directly or indirectly to people affected by cancer and their carers, families and friends
- v. promote and influence effective care, involvement and support for people affected by cancer, their carers, families and friends

The furtherance of such objects and purposes to be carried out in North Hampshire or generally in the United Kingdom being objects and purposes which are exclusively charitable according the law of England and Wales.

2. Public Benefit

The charitable objects of the Charity are stated above and they focus on the building of a cancer treatment centre in North Hampshire. This cancer treatment centre is to be built by Hampshire Hospitals NHS Foundation Trust, having been identified by the Department of Health through the Cancer Network as being essential for the delivery of cancer treatment services.

Ark Cancer Centre Charity has been established to ensure that the facilities provided within this centre will be enhanced over and above that which is statutorily required by the NHS. It will use its monies raised to provide grants to ensure that:

- i. the designated cancer treatment centre will be built to a considerably enhanced specification, over and above the basic centre that has been identified by the Department of Health through the Cancer Network as being essential for the delivery of cancer services to the people of North Hampshire
- ii. people living with cancer and their families will in addition to diagnosis and treatment also have access to a range of support therapies in one unique building

The Charity has looked at the public benefit of its objectives and has concluded that there is significant evidence highlighting that the hospital environment and offering treatment in a pleasant, interesting, innovative building benefits patients and greatly improves the outcome of their treatment. The grants will ensure the provision of:

- i. a uniquely designed building providing an outstanding and supportive environment to improve the experience of people living with cancer by incorporating treatment and aftercare within one designated centre
- ii. a range of support therapies, i.e. psychological support, survivorship courses, access to health, fitness, complementary therapies, etc. plus comprehensive information resources. These services will enable patients to manage their condition throughout diagnosis and treatment to assist people living with cancer and their families

In summary the public benefit of Ark Cancer Centre Charity is to ensure that enhanced facilities are available for anyone who needs support, whether they are receiving treatment or are family members engaged in supporting a sufferer during or after their treatment.

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Therefore the Trustees believe that they have complied with the duty to have due regard to guidance published by the Charity Commission.

GRANT MAKING POLICY

Funding is made available to Hampshire Hospitals NHS Foundation Trust via grants. Grants are made to Hampshire Hospitals NHS Foundation Trust at the Trustees' discretion. The Trustees assess all bids from Hampshire Hospitals NHS Foundation Trust to ensure that the Charity would not be substituting other funding sources for standard NHS provision but would be contributing to enhancing what is expected over and above that which will be provided by Hampshire Hospitals NHS Foundation Trust.

Grant requests to provide integrated access to complementary therapies and support services are required to demonstrate that they meet at least one of the following objectives in order to be considered for funding:

- i. Enhancing the quality of care received by patients and families over and above the NHS standard provision
- ii. Improving patient confidence in care provided
- iii. Pump priming and supporting innovation
- iv. Supporting the development and growth of the centre to enable access to more patients
- v. Attraction, retention and development of staff of the highest calibre

Grants are not made to any other organisation or individual.

Once a grant has been approved the commitment is recognised and the grant is paid in agreed instalments over the duration of the project.

FINANCIAL REVIEW

The Charity's current investment policy is to use high interest deposit accounts. Having sought independent financial advice the Charity will continue with this policy as it is recommended to be the best option for a relatively short term investment.

The Charity recently made a one off Grant Payment of £27,087 to Hampshire Hospitals NHS Foundation Trust, to fund essential software for the Linac Machine in the new Radiotherapy Unit.

This machine required a dedicated software system for on-treatment measurement of radiation dose that patients receive during their radiotherapy treatment. It enables accuracy of delivery. This will enhance HHFT radiotherapy service and vision for improving patient safety and safeguarding against radiation over-dosage and potential notification of incidents to Care Quality Commission (CQC).

This software will provide confidence in safety and quality of radiotherapy treatment.
The new Radiotherapy Unit is Phase I of the Cancer Treatment Centre facilities.

RESERVES POLICY

The Charity is currently accumulating reserves to enable the facilitation of grant applications from Hampshire Hospitals NHS Foundation Trust once the project has progressed. This policy will be regularly reviewed to ensure that should a grant application be made to the Charity, it will be able to give due consideration to the application, in line with its Grant Making Policy.

CANCER TREATMENT CENTRE

1. Supportive care
2. New building/facilities
3. Radiotherapy
4. Outpatients/admin flow/MDT
5. Patient environment, accessibility and flow
6. Chemotherapy, acute oncology and R&D

Information from these groups fed into the following stages:

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Stage 1: Defining the Brief Clinical user meetings included testing the model of care to produce a model of functional content and schedule of accommodation. It included a review of activity and best practice, and modelling of patient flow for different users of the facility. Precedents and evidence-based design (eg in terms of what has been shown to be successful elsewhere) were used to help explore the internal environment and define a level of quality to be developed.

Stage 2: 1:500 and Masterplan This established the footprint of the building, including the number of storeys, departmental adjacencies; circulation (communication) space. Three options were considered to take into account site orientation, etc.

Further meetings tested the scheme in more detail with key areas such as consultation, examination and chemotherapy bays being developed in more detail as well as landscape areas.

The final series of meetings looked at the preferred option in more detail including a schedule of accommodation, patient and non-clinical flows tested to ensure alignment with the brief.

Stage 3: 1:200 and Planning The final series set out the rooms in each department at 1:200 level to meet the requirements of the schedule of accommodation. These included size and access to natural light. Any changes made in the first round were responded to and then planning application was developed to align with the Critical Treatment Hospital application for review by the CRG before final issue.

In February 2015, a public exhibition, which included details on the preferred site and initial designs, took place.

On 10th April 2015 the planning application was submitted to Basingstoke and Deane Borough Council on behalf of Hampshire Hospitals NHS Foundation Trust.

Planning approval was gained in October 2015.

In May 2015 Hampshire Hospitals NHS Foundation Trust selected Kier to be the Principle Supply Chain Partner for the construction of both the Critical Treatment Hospital and Cancer Treatment Centre. Kier have developed the design of both buildings and will soon be able to submit a 'Guaranteed Maximum Price' for the construction.

The Full Business Case for the programme was submitted to Monitor (the NHS regulator) in March 2016. It is anticipated that the assessment will conclude in May, after which the Trust will be seeking approval from the Department of Health to proceed with the programme.

Progress was delayed on the proposed construction of the Critical Treatment Hospital and the Cancer Treatment Centre when NHS England requested each Health Authority to produce a Sustainability and Transformation Plan.

This involves all relevant stakeholders across Hampshire and Isle of Wight to focus on how best to meet the many opportunities and challenges facing the local health and care system and the need to provide safe, high quality, consistent and affordable health and care to everyone accessing health from GP's, Hospitals, Community Services etc.

Part of this process involves an independent review of the Critical Treatment Hospital proposal, with the review team expected to report this by the autumn. There is optimism within HHFT's senior management team that there will be a positive outcome from the Critical Treatment Hospital review.

FUNDRAISING ACTIVITY OVER THE PAST YEAR

The Charity had a very successful year of fundraising building on the support received in previous years plus developing new interest from individuals and partnerships within the local community, businesses and organisations.

The Trustees would like to thank everyone who has generously given their time to help fundraise for the Charity. Greenham Common Community Trust Ltd has continued to support the Charity through the former findmeagrant match-funding scheme, which is now known as 'The Good Exchange'. More funding is still available to achieve

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the £500,000 target pledged for the project by Greenham Common Community Trust.

The Rotary Club of Basingstoke & Deane made a £10,000 donation to the Charity taking the appeal past the £1million milestone.

Staff of Axa Wealth, one of Basingstoke's largest employers adopted the Ark Cancer Charity as their Charity of the year for two years.

The Charity website is relaunched and now features many new elements. Including three videos produced by charity partner Face TV.

Beaufort Asset Management becomes the latest company to adopt the Ark as its charity of the year.

Festival Place has continued to support the charity for two years.

Clarke & Son Solicitors raised a total of £8,291 in 2016 and will continue their support into 2017.

Basingstoke Town FC officials and fans agreed to rename their stadium for the 2016-17 season as part of a community partnership between the club and charity. This is the first time that a club in the Football League pyramid has made such a move.

Music in the Garden raised £66,000 for the charity – it's most successful fundraising event to date. Sponsored by Centreprise International, the event at Hazelby House features an auction, raffle, and musical performances by Ark supporters Natasha Watts and Basingstoke Hospital Male Voice Choir.

JOGLE (John O'Groats to Land's End) – a bike ride featuring 13 fundraisers – raised £40,000. The event was well supported by companies and individuals.

A MasterChef style contest at Basingstoke College of Technology- organised by The Sun Inn – raises £1,300. Basingstoke Loddon Rotary Club has raised a total of £15,000 during 2016 and has agreed to carry on fundraising into 2017.

The Ark received £7,918 as its share of a three way split of the proceeds raised during the Mayor's Charity Appeal.

A group of 24 cyclists from the Champion Group Companies raised £40,000 for the charity on a one day London to Brighton bike ride.

Staff at London Clancy raised £1,309 – the result of their 2016 fundraising efforts.

The charities half – marathon team raises more than £3,000 by taking part in the 2016 Basingstoke Half Marathon.

Having signed up as a community partner with the Basingstoke Bison ice hockey team, nearly £500 was raised at the first charity night.

Truly Scrumptious Beauty Salons raised more than £8,000 – the result of their charity-of-the-year support for 2016.

Lamb Brooks Solicitors have made donations during 2016 totalling £11,072

Centreprise International has raised over £11,429 for the charity through sponsorship and donation during 2016.

FURTHER ACTIVITY

The Charity has been using Social media to enable it to engage with a wider community, enabling us to recruit new and keep existing supporters. We want to encourage more businesses in the local community to raise awareness with their staff and support us by running fundraising events.

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We are delighted to have become a charity partner with Bag It up Ltd (BIU) – one of the UK's leading clothing and textile recycling companies.

In a three-year partnership, which launched on August 1 2016, the charity will be among BIU's charity partners to benefit from a percentage of the proceeds when residents, businesses and community groups recycle their unwanted clothing, shoes and household linens at BIU locations in Hampshire.

Ark Cancer Centre Charity branding is now proudly displayed on BIU recycling banks at more than 50 locations in the Hampshire area, many of them in and around Basingstoke and Deane. In six months the total donated to the Ark has reached £16,564.74.

We are grateful to all our supporters; those who give one off and regular donations; those who give gifts in their wills and in memory of loved ones; those who organise and take part in events or challenges, and those who give through their company or a trust.

We would like to thank everyone who has given so generously of their time and money to such a much needed and important local Charity project. We really are for 'For the people, by the people'.

The report was approved by the Trustees on and signed on their behalf by

Sfell . 22nd August 2017

S Fell

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TRUSTEES' RESPONSIBILITIES STATEMENT
FOR THE PERIOD ENDED 31 DECEMBER 2016

The Trustees (who are also directors of Ark Cancer Charity Centre for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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INDEPENDENT EXAMINER'S REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2016

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARK CANCER CENTRE CHARITY

I report on the financial statements of the company for the period ended 31 December 2016 which are set out on pages 11 to 20.

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

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

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 financial statements. The Trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

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

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE PERIOD ENDED 31 DECEMBER 2016

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 financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects 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 financial statements to be reached.

Signed: *M. Dickinson*

Dated:

31/8/2017

Mark Dickinson FCA

WISE & CO

Chartered Accountants & Registered Auditors
Wey Court West
Union Road
Farnham
Surrey
GU9 7PT

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**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD ENDED 31 DECEMBER 2016**

	Note	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
INCOME FROM:				
Donations and legacies	2	44,978	44,978	193,845
Other trading activities:				
Fundraising	3	198,741	198,741	110,566
Investments	4	6,752	6,752	3,556
TOTAL INCOME		<u>250,471</u>	<u>250,471</u>	<u>307,967</u>
EXPENDITURE ON:				
Raising funds		19,222	19,222	10,143
Charitable activities	5	73,795	73,795	34,638
TOTAL EXPENDITURE		<u>93,017</u>	<u>93,017</u>	<u>44,781</u>
NET INCOME BEFORE OTHER RECOGNISED GAINS AND LOSSES		157,454	157,454	263,186
NET MOVEMENT IN FUNDS		157,454	157,454	263,186
RECONCILIATION OF FUNDS:				
Total funds brought forward		606,782	606,782	343,596
TOTAL FUNDS CARRIED FORWARD		<u><u>764,236</u></u>	<u><u>764,236</u></u>	<u><u>606,782</u></u>

All activities relate to continuing operations.

The notes on pages 13 to 20 form part of these financial statements.

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REGISTERED NUMBER: 08240913

BALANCE SHEET
AS AT 31 DECEMBER 2016

	Note	£	2016 £	£	2015 £
FIXED ASSETS					
Tangible assets	9		2,669		1,369
CURRENT ASSETS					
Debtors	10	10,434		20,073	
Cash at bank and in hand		766,409		592,020	
		<u>776,843</u>		<u>612,093</u>	
CREDITORS: amounts falling due within one year	11	(15,276)		(6,680)	
NET CURRENT ASSETS			<u>761,567</u>		<u>605,413</u>
NET ASSETS			<u>764,236</u>		<u>606,782</u>
CHARITY FUNDS					
Unrestricted funds	12		<u>764,236</u>		<u>606,782</u>
TOTAL FUNDS			<u>764,236</u>		<u>606,782</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the period in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved by the Trustees on 22nd August 2017 and signed on their behalf, by:

S Fell

S Fell

The notes on pages 13 to 20 form part of these financial statements.

ARK CANCER CENTRE CHARITY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2016

1. ACCOUNTING POLICIES

1.1 General Information

Ark Cancer Centre Charity is a private limited company by guarantee without share capital and incorporated in England. Its registered office is The Ark Conference Centre, Dinwoodie Drive, Basingstoke, Hampshire, RG24 9NN.

1.2 Basis of preparation of financial statements

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006

Ark Cancer Centre Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.3 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

Following the transition to FRS102 for the first time in 2015, all of the accounting policies have been aligned with the new accounting standard and where these have resulted in a material change to the accounts, classification or presentation within the financial statements as at the date of transition, then a transitional adjustment has been made.

There were no material changes to note.

1.4 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.5 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

ARK CANCER CENTRE CHARITY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2016

1. ACCOUNTING POLICIES (continued)

1.6 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2016

1. ACCOUNTING POLICIES (continued)

1.7 Expenditure

Expenditure is recognised once there is a legal or 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. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All resources expended are inclusive of irrecoverable VAT.

1.8 Cash flow

The company has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cash flow statement on the grounds that it is a small charitable company.

1.9 Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Computer equipment	-	20% straight line basis
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1.10 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2016

1. ACCOUNTING POLICIES (continued)

1.11 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.12 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.13 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.14 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds	Total funds	<i>Total funds</i>
	2016	2016	2015
	£	£	£
Donations	44,978	44,978	55,018
Legacies	-	-	138,827
Total donations and legacies	44,978	44,978	193,845

In 2015, of the total income from donations and legacies, £193,845 was to unrestricted funds and £ NIL was to restricted funds

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3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Income from events	198,741	198,741	110,566
	<u>198,741</u>	<u>198,741</u>	<u>110,566</u>

In 2015, of the total income from other trading activities, £110,566 was to unrestricted funds and £ NIL was to restricted funds.

4. INVESTMENT INCOME

	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Bank interest receivable	6,752	6,752	3,556
	<u>6,752</u>	<u>6,752</u>	<u>3,556</u>

In 2015, of the total investment income, £3,556 was to unrestricted funds and £ NIL was to restricted funds.

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
SUMMARY BY FUND TYPE			
Total support costs	70,486	70,486	34,638
	<u>70,486</u>	<u>70,486</u>	<u>34,638</u>

In 2015, of the total expenditure, £34,638 was expenditure from unrestricted funds and £ NIL was expenditure from restricted funds.

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6. SUPPORT COSTS - excluding grants payable

	Governance costs £	Support costs £	Total 2016 £	Total 2015 £
Accountancy fees	2,280	-	2,280	2,280
Professional indemnity insurance	229	-	229	226
Depreciation	800	-	800	590
Postage	-	460	460	17
Fees/Subscriptions	-	224	224	272
Miscellaneous costs	-	906	906	618
Website development	-	2,553	2,553	590
Recharged salary costs	-	27,430	27,430	18,143
Stationery	-	505	505	578
Database costs	-	1,944	1,944	1,944
Telephone	-	377	377	380
	<u>3,309</u>	<u>34,399</u>	<u>37,708</u>	<u>25,638</u>

7. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2016 £	2015 £
Depreciation of tangible fixed assets: - owned by the charity	<u>800</u>	<u>590</u>

During the period, no Trustees received any remuneration (2015 - £NIL).

During the period, no Trustees received any benefits in kind (2015 - £NIL).

During the period, no Trustees received any reimbursement of expenses (2015 - £NIL).

8. ACCOUNTANTS' REMUNERATION

The Independent Examiner's remuneration amounts to an Independent Examination fee of £2,280 (2015 - £2,160).

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9. TANGIBLE FIXED ASSETS

	Computer equipment £
Cost	
At 1 January 2016	2,948
Additions	2,100
At 31 December 2016	<u>5,048</u>
Depreciation	
At 1 January 2016	1,579
Charge for the period	800
At 31 December 2016	<u>2,379</u>
Net book value	
At 31 December 2016	<u>2,669</u>
At 31 December 2015	<u>1,369</u>

10. DEBTORS

	2016 £	2015 £
Prepayments and accrued income	<u>10,434</u>	<u>20,073</u>

11. CREDITORS: Amounts falling due within one year

	2016 £	2015 £
Accruals and deferred income	<u>15,276</u>	<u>6,680</u>

12. SUMMARY OF FUNDS

	Brought Forward £	Income £	Expenditur e £	Carried Forward £
General funds	<u>606,782</u>	<u>250,471</u>	<u>(93,017)</u>	<u>764,236</u>

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13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Tangible fixed assets	2,667	2,667	1,368
Current assets	776,845	776,845	612,094
Creditors due within one year	(15,276)	(15,276)	(6,680)
	<u>764,236</u>	<u>764,236</u>	<u>606,782</u>

14. MEMBERS' LIABILITY

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £ 3 for the debts and liabilities contracted before he/she ceases to be a member.

15. RELATED PARTY TRANSACTIONS

No transactions with related parties took place in the period of account, other than certain trustees' remuneration and expenses already disclosed.

16. CONTROLLING PARTY

During the year, the charity was under the control of the Trustees.