

ARK CANCER CENTRE CHARITY
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018



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 YEAR ENDED 31 DECEMBER 2018**

Trustees

M Rees
S Fell
R Finlayson
M Nicholls

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 YEAR ENDED 31 DECEMBER 2018

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 2018. 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 March 2015.

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

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 Objectives 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.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 DECEMBER 2018

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 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

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 DECEMBER 2018

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.

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.

At the year end the Charity held unrestricted reserves of £1,251,140 (2017 - £1,039,301).

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 DECEMBER 2018

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:

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.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 DECEMBER 2018

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 the Process will involve an independent review of the critical Treatment Hospital proposal.

On November 30th, after a long-running review process involving various health providing partners, the local Clinical Commissioning Groups (CCGs) announced that, at this time, plans to build the 'Critical Treatment Hospital – CTH, ' should not proceed to consultation.

The decision of the CCGs is disappointing for the Ark Cancer Centre Charity. However, Alex Whitfield, chief executive of HHFT, which will provide the bulk of the funding for the Cancer Treatment Centre, has confirmed that it will still go ahead, and she has expressed her thanks and gratitude for the amazing support for the fundraising campaign.

All involved in the Cancer Treatment Centre project will now look at progressing our alternative option plans. We will all do our utmost to secure the best outcome for the people in the HHFT area who deserve, and need, access to the best possible cancer care in the best possible environment.

During 2018 the hospital committed to look further at the present HHFT site and the possibility of building the new Cancer Treatment Centre near to the present Radiotherapy Centre. A feasibility study was undertaken at the beginning of 2019 and architects BDP were engaged. They are presently working with HHFT on the new design of the Cancer Treatment Centre, and are liaising and meeting with working groups from the community to ensure that the facility provided meets with as many different requirements as possible.

The Ark Cancer Centre Charity has also been progressing its support for providing space for complementary therapy rooms, to be made available in the present Radiotherapy building. We are presently looking at plans to make use of current space within the building. To provide two additional rooms to be used for counselling and for acupuncture. We believe that these two therapy rooms will be up and running by the end of 2019.

ACHIEVEMENTS AND PERFORMANCE

FUNDRAISING ACTIVITY OVER THE PAST YEAR

During this year, the charity has given a grant of £10,000 to Hampshire Hospital (HHFT) for a Cancer Care Education Course. This training will be beneficial to educate and upskill existing cancer care nursing staff.

Ark Cancer Centre Charity reached a milestone this year, having raised over £2 million. We were also very pleased to have reached the match-funding target of £500,000 from Greenham Common Trust. This has been a significant fundraising campaign thanks to Greenham Common Trust, as many fundraisers and donors have donated on the understanding that their contribution would be match funded.

The 50:50 Club steadily increased in numbers during the end of 2018 following a big push at the middle of the year.

Donations to the 'Bag it up' recycling bank scheme throughout the area, have been going extremely well. We have 56 clothing banks now, with one of the most popular located at Morrison's in Basingstoke. Partnering with BIU is delivering a great boost to the ongoing campaign to raise awareness of the charity and we also welcome the regular income stream.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 DECEMBER 2018

One of the highlights of the year was Hampshire County Council leader Councillor Roy Perry who pledged that the council will make a one-off £50,000 donation to Ark once the project is given the go-ahead and building work commences.

January 2018 started off with many activities and also many new companies choosing us as their Charity of the Year for 2018. One local HGV company, Easy HGV and their sister company HGV Driver Training Centre Ltd, are one of those companies. Holding intercompany fundraising events and donating regularly throughout the year.

A night of fabulous music was provided when tribute band 'Atomic Rapture' held a fundraising concert at the Apollo Hotel, joined by local company Enterprise.

Long- time supporters of the charity, Basingstoke Bison's and ZIZI opened its doors to local Bison (Ice Hockey) fans which saw some of the local team become waiters for the evening. This is always a well-attended event with donations to the Charity.

March saw many different events, with the Rotary Boxing night at the Hampshire Court Hotel. The Rotary are terrific supporters of the Ark Cancer Centre Charity – and delivered another great boost to the appeal by donating £10,000.

April started with the Champion Group holding their first-ever Charity Golf Day to raise funds for Ark, which was the company's 2018 Charity of the Year. A total of £4,695 was raised at this event, and the company has raised nearly £10,000 over the year.

More than £18,000 was raised at the Basingstoke Rotary Club Charity Dinner. Ark and Home-Start North West Hampshire will receive the majority of the funds.

Local company HR That Helps, run by Sylvia Goddard, raised £500 for Ark at its fifth anniversary party at Basingstoke RFC.

A Netball Tournament raised £725 for Ark.

Unum held a charity quiz night with funds being donated to the Charity.

During May, 18 people, many from supporter Beaufort Financial, abseiled down the Emirates Spinnaker Tower, raising nearly £3,000.

Basingstoke Freemasons donated half of the proceeds from their June event, a Ladies Night Dinner, raising £2,875.

Rob Spencer, running for the Merit Group, took part in the 'Race to the King' Ultra-Marathon event, and raised nearly £3,000 and local company De La Rue's employees voted to adopt Ark as their 2018-19 charity of the year.

During June, Ark became one of the Charities to benefit from proceeds raised at the Medstead Ball, nominated by Jane Devonshire, MasterChef Winner 2016.

The Arkriders organised a Basingstoke to Bournemouth cycle ride over the weekend of July 14-15. Thirty-eight people took part, and more than £9,000 was raised. Continuing the support was another well-known local company Unum who became an 'Ark Partner' and held a summer barbecue to raise funds for Ark, which was the company Charity of the Year 2018. So far, the company has contributed around £3,000 to the Charity.

August saw Marie Pym, from Clarke & Son Solicitors, Marie took on an amazing sponsored wing walk, where

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 DECEMBER 2018

she raised more than £1,000.

Supporters from Clarke & Son also abseiled down the Emirates Spinnaker Tower as part of their goal of raising £15,000 for Ark in 2018-19. They have now raised over £10,000 this year.

The Topiary Salon, owned by Laura and Matt Haystaff in Old Basing, became one of 'Our Partner' supporters. The couple has been motivated to support Ark and the cancer treatment center project following a family illness.

In September, the Arkriders, in association with the Apollo Hotel, organised a Gala Dinner. This proved to be Ark's biggest fundraising event of 2018, raising £30,274.

A bucket collection, following the Basingstoke Festival of Choirs concert at The Anvil, raised £1,810.

September began well with the University of Winchester joining us as an 'Ark Our Partner' supporter, where they have pledged to fundraise for the charity during the next 12 months.

Five people ran the Basingstoke Half-Marathon in October to raise money for Ark, with one – Royal Mail delivery driver, Darren Barham, whose wife has been receiving treatment for breast cancer – raising more than £2,500.

In October, former breast cancer patient Susie Webster walked to Everest base camp after being inspired by a poster on the back of a door at the Radiotherapy Unit when she was undergoing treatment in 2016. She raised £2,000.

FURTHER ACTIVITY

We are very pleased that we have some major fundraising events currently in the pipeline for 2019:

A group of local business people have joined together to fundraise for the charity by organising a fundraising event in June. The 'Ark Day' campaign is a 24-hour concerted fundraising drive that will take place on the longest day of the year. The plan is to involve as many members of the community as possible.

The Arkriders will once again take on another grueling cycle in July – The 'Twin Towns Tour' will see 29 riders cycle nearly 500 miles through five countries in five days. The journey will start at The Ark and will end in Cologne, and it will take in Basingstoke's twin towns of Braine L'Alleud and Euskirchen.

Jurassic Coast Walk - A team from Unum's Basingstoke office is planning as their major fundraising effort for 2019 aiming to raise £6,000.

We are always grateful to all of our supporters; those who give one off or regular donations; those who leave 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 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 the people, by the people'.

This report was approved by the Trustees, on 23/5/19 and signed on their behalf by:

S Fell

S Fell

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TRUSTEES' RESPONSIBILITIES STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018

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;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in 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 YEAR ENDED 31 DECEMBER 2018

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARK CANCER CENTRE CHARITY (the 'company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 December 2018.

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. 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.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the company (and 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 the company's accounts 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 can 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)].

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INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 DECEMBER 2018

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.

Signed:

M. Dickinson

Dated:

11/6/2019

Mark Dickinson FCA

WISE & CO

Chartered Accountants & Statutory 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 YEAR ENDED 31 DECEMBER 2018**

	Note	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
INCOME FROM:				
Donations and legacies	2	125,661	125,661	186,195
Other trading activities:				
Fundraising	3	137,001	137,001	176,139
Investments	4	7,439	7,439	6,871
TOTAL INCOME		<u>270,101</u>	<u>270,101</u>	<u>369,205</u>
EXPENDITURE ON:				
Raising funds		3,732	3,732	57,987
Charitable activities		54,530	54,530	36,153
TOTAL EXPENDITURE	5	<u>58,262</u>	<u>58,262</u>	<u>94,140</u>
NET INCOME BEFORE OTHER RECOGNISED GAINS AND LOSSES		211,839	211,839	275,065
NET MOVEMENT IN FUNDS		211,839	211,839	275,065
RECONCILIATION OF FUNDS:				
Total funds brought forward		1,039,301	1,039,301	764,236
TOTAL FUNDS CARRIED FORWARD		<u><u>1,251,140</u></u>	<u><u>1,251,140</u></u>	<u><u>1,039,301</u></u>

The notes on pages 14 to 23 form part of these financial statements.

ARK CANCER CENTRE CHARITY
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REGISTERED NUMBER: 08240913

BALANCE SHEET
AS AT 31 DECEMBER 2018

	Note	£	2018 £	£	2017 £
FIXED ASSETS					
Tangible assets	9		1,088		1,875
CURRENT ASSETS					
Debtors	10	10,808		9,761	
Cash at bank and in hand		1,245,893		1,030,082	
		<u>1,256,701</u>		<u>1,039,843</u>	
CREDITORS: amounts falling due within one year	11	(6,649)		(2,417)	
NET CURRENT ASSETS			1,250,052		1,037,426
NET ASSETS			<u>1,251,140</u>		<u>1,039,301</u>
CHARITY FUNDS					
Unrestricted funds	12		1,251,140		1,039,301
TOTAL FUNDS			<u>1,251,140</u>		<u>1,039,301</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

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 year 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 and authorised for issue by the Trustees on 23/5/19 and signed on their behalf, by:

S Fell

S Fell

The notes on pages 14 to 23 form part of these financial statements.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

1. ACCOUNTING POLICIES

1.1 GENERAL INFORMATION

Ark Cancer Centre Charity is a private company, limited by guarantee without share capital and incorporated in England. Its registered office address 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.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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 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.

1.4 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.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

1. ACCOUNTING POLICIES (continued)

1.5 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 YEAR ENDED 31 DECEMBER 2018

1. ACCOUNTING POLICIES (continued)

1.6 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. 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 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 expenditure is inclusive of irrecoverable VAT.

1.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

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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1.8 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.

ARK CANCER CENTRE CHARITY
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

1. ACCOUNTING POLICIES (continued)

1.9 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.

1.10 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.

1.11 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.

1.12 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 2018 £	Total funds 2018 £	<i>Total funds 2017 £</i>
Donations	125,661	125,661	<i>186,195</i>
	<hr/>	<hr/>	<hr/>
<i>Total 2017</i>	<i>186,195</i>	<i>186,195</i>	
	<hr/>	<hr/>	

Included in donations is £20,844 (2017 - £19,380) estimated as the cost of salaries donated.

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**NOTES TO THE FINANCIAL STATEMENTS
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3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Income from events	137,001	137,001	176,139
	<u>137,001</u>	<u>137,001</u>	<u>176,139</u>
<i>Total 2017</i>	<u>176,139</u>	<u>176,139</u>	

4. INVESTMENT INCOME

	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Bank interest receivable	7,439	7,439	6,871
	<u>7,439</u>	<u>7,439</u>	<u>6,871</u>
<i>Total 2017</i>	<u>6,871</u>	<u>6,871</u>	

5. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Other costs 2018 £	Total 2018 £	Total 2017 £
Expenditure on raising voluntary income	3,732	3,732	57,987
COSTS OF RAISING FUNDS	<u>3,732</u>	<u>3,732</u>	<u>57,987</u>
Grants and support costs	50,682	50,682	32,383
Expenditure on governance	3,848	3,848	3,770
	<u>58,262</u>	<u>58,262</u>	<u>94,140</u>
<i>Total 2017</i>	<u>94,140</u>	<u>94,140</u>	

Included in grants and support costs is £20,844 (2017 - £19,380) estimated as the cost of salaries donated.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

6. ANALYSIS OF GRANTS

	Grants to Institutions 2018 £	Total 2018 £	Total 2017 £
Grants to Hampshire Hospitals NHS Foundation Trust in support of Cancer Treatment Centre	10,000	10,000	570
<i>Total 2017</i>	570	570	

7. SUPPORT COSTS - excluding grants payable

	Governance costs £	Support costs £	Total 2018 £	Total 2017 £
Accountancy fees	2,510	-	2,510	2,500
Professional indemnity insurance	239	-	239	236
Depreciation	1,099	-	1,099	1,034
Postage	-	289	289	-
Fees/Subscriptions	-	200	200	267
Miscellaneous costs	-	648	648	1,704
Recharged salary costs	-	35,844	35,844	26,880
Stationery	-	1,215	1,215	582
Database costs	-	2,353	2,353	2,187
Telephone	-	133	133	193
	3,848	40,682	44,530	35,583
<i>Total 2017</i>	3,770	31,813	35,583	

8. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets:		
- owned by the charity	1,099	1,034
Independent Examiner's remuneration	2,510	2,500

During the year, no Trustees received any remuneration (2017 - £NIL).

During the year, no Trustees received any benefits in kind (2017 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2017 - £NIL).

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

9. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 January 2018	5,288
Additions	312
	<u>5,600</u>
At 31 December 2018	<u>5,600</u>
DEPRECIATION	
At 1 January 2018	3,413
Charge for the year	1,099
	<u>4,512</u>
At 31 December 2018	<u>4,512</u>
NET BOOK VALUE	
At 31 December 2018	<u>1,088</u>
At 31 December 2017	<u>1,875</u>

10. DEBTORS

	2018 £	2017 £
Prepayments and accrued income	<u>10,808</u>	<u>9,761</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Accruals and deferred income	<u>6,649</u>	<u>2,417</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

12. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 January 2018 £	Income £	Expenditure £	Balance at 31 December 2018 £
UNRESTRICTED FUNDS				
General funds	1,039,301	270,101	(58,262)	1,251,140

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 January 2017 £	Income £	Expenditure £	Balance at 31 December 2017 £
General funds	764,236	369,205	(94,140)	1,039,301
Total of funds	764,236	369,205	(94,140)	1,039,301

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	1,088	1,088
Current assets	1,256,701	1,256,701
Creditors due within one year	(6,649)	(6,649)
	<u>1,251,140</u>	<u>1,251,140</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2017 £	Total funds 2017 £
Tangible fixed assets	1,875	1,875
Current assets	1,039,843	1,039,843
Creditors due within one year	(2,417)	(2,417)
	<u>1,039,301</u>	<u>1,039,301</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 £ 1 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.

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NOTES TO THE FINANCIAL STATEMENTS
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17. CONTINGENT ASSETS

The charity entered into the contract with Greenham Common Trust during 2014 where Greenham Common Trust confirmed it would match-fund donations for the Ark Charity if the donations were put through their 'Find-me-a-Grant' portal, this evolved into The Good Exchange. The match funding was set on a basis of a 1:1 ratio to the maximum amount of £500,000. The Ark Charity reached this match-funding goal in November 2017. The matched funding payment from Greenham Common Trust will be released to the charity on receipt of a copy of the building completion certificate.

Hampshire County Council have pledged to donate £50,000 once building work commences.