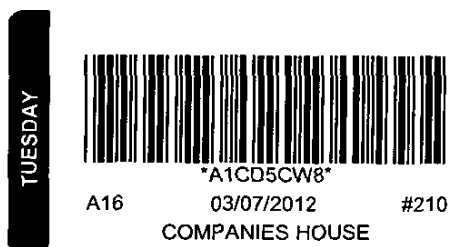




Unaudited financial statements
Lyndale Knowsley Cancer Support
Centre Limited
(A company limited by guarantee)

For the year ended 31 October 2011



Registered Charity No 519725
Registered Company No 2184955

Company information

Registered charity number 519725

Company registration number 2184955

Registered office Lyndale
40 Huyton Lane
Huyton
Merseyside
L36 7XG

Directors (at year end) T E Smith
M Davitt
B Bigger
W Garvey
W Pickup
V Edwards
J Davenport
S Hill
E McGovern

Secretary M Davitt

Independent examiner Tobias Wilson, FCA
Grant Thornton UK LLP
Chartered Accountants
Royal Liver Building
Liverpool
L3 1PS

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Report of the directors

The board of trustees

The governing body of the charity is the board of trustees, the members of which are the charity's trustees and the company's directors as defined by the Companies Act 2006

The directors present their report together with the financial statements for the year ended 31 October 2011

Principal activities

The charitable company's principal activities are managing a drop-in centre and providing complementary therapies for people affected by cancer, their family and friends. The centre offers support and information, social and group activities, home and hospital visits, therapies and telephone help-line, in a caring and homely environment

Review of results and activities in the year

The activities of the charitable company remain consistent with the previous year as the directors strive to fulfil the company's charitable objectives as summarised under the principal activities. During the year the charitable company has continued to provide practical and emotional support services at the Lyndale Centre

The Trustees are pleased to announce that the charity was awarded a Lottery Reaching Communities Grant of £201,000 covering a five year period from November 2010. £37,351 of the grant was received during the year. The Grant is to be used for running costs and complementary therapies covering the five year period

Complementary therapies

Since January 2005 people attending Lyndale have been offered various therapies including Reiki, aromatherapy, head, neck, shoulder, leg and foot massage, Indian head massage and reflexology

Lyndale's aims for the current year were as follows:

The charity set itself the following objectives for 2011

- i to set up a further mid-week evening meeting to enable greater access to the centre for those people who have work or family commitments and cannot utilise the services during the day
- ii to launch a Haematology/Lymphoma group with support from Leukaemia Care, which will meet once each month
- iii to launch a Ladies Relaxation Session during the next financial year
- iv to set up regular yoga classes for our users
- v a group of volunteers and centre users will research various issues brought to the group regarding local cancer services

Report of the directors

The Trustees are pleased to report that the charity has achieved each of its objectives for 2011 other than the launch of yoga classes for our users. We carry this forward as an objective for 2012.

The charity has set itself the following objectives for 2012 as it continues to provide valuable services for the public benefit:

- i to set up regular yoga classes for our users
- ii to begin to offer beauty treatments for our users on alternative Tuesdays
- iii to recruit additional volunteers to provide assistance and support for the increasing number of users of our centre

To achieve these and build on the successes of previous year objectives the charity will seek to at least maintain its current fundraising efforts.

The financial statements comply with current statutory requirements and in accordance with the charity's governing document, the Memorandum and Articles of Association.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on Public Benefit when reviewing the charity's aims and objectives and in planning future activities.

The surplus for the year amounted to £10,588 (2010 deficit of £783), of which surplus £13,206 relates to unrestricted funds and deficit £2,618 to restricted funds. The deficit on restricted funds has been deducted from the accumulated restricted funds, whilst the surplus on unrestricted funds has been carried forward and added to the accumulated balance on unrestricted funds.

Risk management

The trustees continue to be aware of their responsibilities regarding risk management and meet regularly continuing to profile risks, examining controls already in place and embedding new controls to mitigate significant risks.

Report of the directors

Directors, organisation and governance

The present membership of the Board of directors are listed below. All served throughout the year unless stated otherwise.

T E Smith
W Pickup
M Davitt
B Lomax (resigned 30 March 2011)
D Bell (resigned 30 March 2011)
W Garvey
B Bigger
V Edwards
J Davenport (appointed 16 March 2010)
S Hill (appointed 30 March 2011)
E McGovern (appointed 30 March 2011)

The charity is administered by a Board of up to nine Trustees, who meet monthly.

Trustees retire every three years and may stand for re-election. Election of trustees is determined by the membership. The Trustees are volunteers, contributing significantly to the charity's activities in addition to fulfilling their trustee responsibilities.

Within the Board of Trustees there is a wide range of expertise and experience. The Trustees follow an induction programme to familiarise themselves with the charity and the role when they join the organisation and receive regular training.

Volunteer support

In common with many organisations in the voluntary sector, Lyndale receives much valuable support from its volunteers. We again gratefully acknowledge the support and continued contribution of our volunteers with their wide ranging input to our work.

The charity is very reliant on the contribution and dedication of its volunteers, and their involvement at all levels continue to be a particular strength of the charity.

Investment policy

The company's Memorandum and Articles of Association sets out its powers of investment. The Trustees consider regularly the charity's funding position, placing short term surplus funds in cash deposit investment accounts with the charity's bankers, and the Trustees are satisfied with the return from that investment strategy.

Funding

The Trustees remain satisfied that the charity's assets attributable to each of its individual funds are available and adequate to fulfil its obligations in relation to those funds.

Report of the directors

Status

The company is a registered charity, number 519725 and a company limited by guarantee. The liability of the individual members in the event that the company is wound up is limited to a maximum of £1.

Trustees' responsibilities for the financial statements

The trustees (who are also directors of Lyndale Knowsley Cancer Support Centre Limited for the purposes of company law) are responsible for preparing the Report of the directors and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). 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 in 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 business.

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 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.

Reserves policy

It is the policy of the charity to hold reserves in its unrestricted funds in order to establish an appropriate level of working capital and to protect the future operations of the charity from the effects of any unforeseen and material variations in its income streams, as part of a policy of good financial management practice.


The Trustees have targeted a cash reserves minimum of £60,000 which equates currently to approximately 10 months' operating expenditure. At the year end cash reserves covering all funds amounted to £68,897.

Report of the directors

Acknowledgement

The Trustees acknowledge the continuing and significant contribution made by the charity's supporters, volunteers and funding providers without whom the valuable work of the charity could not continue

ON BEHALF OF THE BOARD



T E Smith
Director

15 March 2012

Independent examiner's report to the trustees

I report on the accounts of Lyndale Knowsley Cancer Support Centre Limited for the year ended 31 October 2011, which are set out on pages 10 to 16

This report is made solely to the trustees, as a body, in accordance with the regulations made under Section 44 of the Charities Act 1993, as amended by Charities Act 2006. My work has been undertaken so that I might state to the charity'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 charity and the charity's trustees, as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

The trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act), and that an independent examination is needed.

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

- examine the accounts under section 43 of the Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's report to the trustees

Independent examiner's statement

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

- i which gives me reasonable cause to believe that in any material respect, the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities,

have not been met, or

- ii to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



TOBIAS WILSON, FCA
GRANT THORNTON UK LLP
CHARTERED ACCOUNTANTS
LIVERPOOL

16 March 2012

Principal accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention. In preparing these financial statements the following accounting policies have been used, which are consistent with the previous year, and in accordance with the requirements of Statement of Recommended Practice Accounting by Charities (SORP) 2005.

Donations

The directors have authorised various groups and individuals to collect funds on behalf of the charitable company. Such funds are credited to the Income and Expenditure Account as they are received at the company's headquarters and accordingly no credit is taken in these financial statements for funds collected, but unremitted, at 31 October 2011.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost, net of depreciation and any provision for impairment.

Depreciation is calculated to write down the cost, less estimated residual value and land value, of all assets over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	15% straight line
Freehold property and alterations	2% straight line

Grants

Revenue grants are credited to the Income and Expenditure account when they are receivable provided conditions for receipt have been complied with.

The Urban Aid Grant of £48,000 is repayable should the company be wound up or cease its present activities, and is treated as a capital grant.

Fund accounting

Restricted funds are to be used for specified purposes laid down by the donor or grant making body. Expenditure for those purposes is charged to the fund, together with a fair allocation of overheads and support costs.

Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objectives of the charity.

Designated funds are unrestricted funds which have been designated for specific purposes by the trustees.

Expenditure

Expenditure is allocated between:

- Charitable expenditure incurred directly to the fulfilment of the charity's services
- Expenditure incurred in the management and administration of the charity (Governance costs)
- Fund raising and publicity costs

Statement of financial activities (incorporating the income and expenditure account)

	Note	Unrestricted funds £	Restricted funds £	Total funds 2011 £	Total funds 2010 £
INCOME					
Incoming resources					
Donations, legacies and similar income		29,550	40,351	69,901	51,481
Investment income		36	-	36	80
Total incoming resources		29,586	40,351	69,937	51,561
EXPENDITURE					
Resources expended					
Costs of generating funds					
Fund raising and publicity	2	-	-	-	20
Charitable expenditure					
Services	1	4,380	53,142	57,522	50,492
Governance costs	3	1,827	-	1,827	1,832
Total resources expended		6,207	53,142	59,349	52,344
Net incoming resources for the year before transfers		23,379	(12,791)	10,588	(783)
Transfers between funds		(10,173)	10,173	-	-
Surplus/(deficit) for the year being net movement in funds		13,206	(2,618)	10,588	(783)
Funds at 1 November 2010		90,557	390,043	480,600	481,383
Funds at 31 October 2011	9	103,763	387,425	491,188	480,600

All of the principal activities of the charity are continuing

There were no other recognised gains or losses other than the result for the year

The accompanying accounting policies and notes form an integral part of these financial statements

Balance sheet

	Note	2011 £	2011 £	2010 £	2010 £
Fixed assets	4		474,934		477,146
Current assets					
Debtors	6	885		846	
Cash at bank	5	68,897		57,454	
Cash in hand		177		217	
		<u>69,959</u>		<u>58,517</u>	
Creditors amounts falling due within one year	7	<u>1,800</u>		<u>2,151</u>	
Net current assets			<u>68,159</u>		<u>56,366</u>
			543,093		533,512
Creditors amounts falling due after more than one year	8		<u>(51,905)</u>		<u>(52,912)</u>
			<u>491,188</u>		<u>480,600</u>
Funds					
Unrestricted	9		103,763		90,557
Restricted	9		387,425		390,043
			<u>491,188</u>		<u>480,600</u>

For the year ended 31 October 2011, the company was exempt from audit of its financial statements under Section 477(2) of the Companies Act 2006. No notice has been deposited by members under Section 476(1) calling for an audit in relation to these financial statements.

We acknowledge our responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006, and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of Section 393, and which otherwise comply with the Companies Act relating to accounts, so far as applicable to the company.

The financial statements were approved by the Board of Directors and authorised for issue on *15 March* 2012

T E Smith

T E Smith
Director

The accompanying accounting policies and notes form an integral part of these financial statements

Notes to the financial statements

1 Services

	Unrestricted	Restricted	2011 Total	2010 Total
	£	£	£	£
Operating and establishment costs	1,844	44,738	46,582	42,736
Maintenance and property alterations	-	4,940	4,940	1,863
Depreciation	2,536	3,464	6,000	5,893
	<u>4,380</u>	<u>53,142</u>	<u>57,522</u>	<u>50,492</u>

The charity receives support and assistance from volunteers. It is not possible to quantify the value in accounting terms of this voluntary assistance.

Included in operating costs in unrestricted funds expenditure is an amount of £254 (2010 £238) for mortgage interest in respect of the property owned by the charity.

2 Fund-raising

	2011 £	2010 £
Promotion costs	<u>-</u>	<u>20</u>

3 Governance costs

	2011 £	2010 £
Administration - accountancy fees	<u>1,827</u>	<u>1,832</u>

The governance costs represent costs incurred by the charity in complying with its statutory obligations.

Notes to the financial statements

4 Fixed assets

	Freehold property £	Freehold property alterations £	Fixtures and fittings £	Total £
Cost				
At 1 November 2010	58,240	438,282	41,428	537,950
Additions	-	2,040	1,748	3,788
At 31 October 2011	<u>58,240</u>	<u>440,322</u>	<u>43,176</u>	<u>541,738</u>
Depreciation				
At 1 November 2010	5,353	22,626	32,825	60,804
Provision for the year	349	2,630	3,021	6,000
At 31 October 2011	<u>5,702</u>	<u>25,256</u>	<u>35,846</u>	<u>66,804</u>
Net book amount at 31 October 2011	<u>52,538</u>	<u>415,066</u>	<u>7,330</u>	<u>474,934</u>
Net book amount at 31 October 2010	<u>52,887</u>	<u>415,656</u>	<u>8,603</u>	<u>477,146</u>

Knowsley Borough Council holds a legal charge over the freehold property up to the value of £48,000

All of the assets are used by the charity in its charitable activities

5 Cash at bank

	2011 £	2010 £
Current accounts	31,253	39,846
Business Tracker Account	23,760	3,752
National Savings Bank	13,884	13,856
	<u>68,897</u>	<u>57,454</u>

6 Debtors

	2011 £	2010 £
Prepayments	<u>885</u>	<u>846</u>

Notes to the financial statements

7 Creditors: amounts falling due within one year

	2011 £	2010 £
Bank overdraft	-	438
Accruals and sundry creditors	1,800	1,713
	<u>1,800</u>	<u>2,151</u>

8 Creditors: amounts falling due after more than one year

	2011 £	2010 £
Mortgage	3,605	4,612
Urban Aid grant	48,000	48,000
Other grant	300	300
	<u>51,905</u>	<u>52,912</u>

The mortgage was advanced on 27 January 1988, is interest bearing and repayable over a period of 25 years. The mortgage is secured by a legal charge over the freehold property.

The Urban Aid Grant is repayable either in the event of the company being wound up or ceasing to continue its present activities.

9 Funds

	Unrestricted £	Restricted £	2011 Total £	2010 Total £
Balance at 1 November 2010	90,557	390,043	480,600	481,383
Surplus/(deficit) for the year	13,206	(2,618)	10,588	(783)
Balance at 31 October 2011	<u>103,763</u>	<u>387,425</u>	<u>491,188</u>	<u>480,600</u>

The restricted fund represents the asset reserve and funds received for the refurbishment of the charity's centre premises at Huyton, £382,098 and £nil for the continuing provision of complimentary therapies for Centre users, £770 for the Ramblers group, £2,712 for the Library and Information Centre, £1,845 for Macmillan Cancer Support and £nil for the Big Lottery Fund grant.

Notes to the financial statements

10 Analysis of net assets between funds

	Unrestricted	Restricted	2011 Total	2010 Total
	£	£	£	£
Tangible fixed assets	91,922	383,012	474,934	477,146
Current assets	65,546	4,413	69,959	58,517
Current liabilities	(1,800)	-	(1,800)	(2,151)
Creditors due in more than one year	(51,905)	-	(51,905)	(52,912)
	<u>103,763</u>	<u>387,425</u>	<u>491,188</u>	<u>480,600</u>

11 Payments to trustees and connected parties

No trustee or person with a family or business connection with a trustee received remuneration in the year, directly or indirectly, from either the charity or an institution or company controlled by the charity. No expenses were reimbursed to the trustees during the year.

12 Taxation

The company has been granted charitable status and is exempt from corporation tax.

13 Capital commitments

There were no capital commitments at 31 October 2011 or 31 October 2010.

14 Contingent liabilities

There were no contingent liabilities at 31 October 2011 or 31 October 2010.

Income and expenditure account

	Unrestricted funds £	Restricted funds £	2011 Total £	2010 Total £
Income				
Bank interest	36	-	36	80
Donations	21,092	3,000	24,092	35,130
Big Lottery Fund Grant	-	37,351	37,351	-
Knowsley PCT	-	-	-	11,653
Raffles, bingo, football cards and collection boxes	8,176	-	8,176	4,398
Subscriptions	282	-	282	300
Total income receivable	29,586	40,351	69,937	51,561
Less Expenditure				
Water rates	-	242	242	218
Heat and light	-	2,985	2,985	2,877
Repairs and renewals	-	4,940	4,940	1,863
Printing, postage, stationery and advertising	-	1,246	1,246	1,219
Insurance	-	1,369	1,369	1,331
Telephone	-	2,241	2,241	2,175
Fund raising expenses	126	-	126	20
Accountancy fees	1,827	-	1,827	1,832
Cleaning materials and security	-	8,263	8,263	7,256
Depreciation	2,536	3,464	6,000	5,893
Mortgage interest	254	-	254	238
Volunteers/beneficiaries' expenses	-	8,996	8,996	8,847
Refreshments	-	799	799	883
Sundry expenses	1,464	-	1,464	1,166
Gardening	-	261	261	268
Bank charges	-	-	-	57
Library and information group	-	-	-	166
Research costs	-	901	901	-
Ramblers' group	-	1,105	1,105	465
Complimentary therapy	-	16,330	16,330	15,570
Total	6,207	53,142	59,349	52,344
Surplus/(deficit) for the year before transfers	23,379	(12,791)	10,588	(783)

Restricted funds at 31 October 2011

	Macmillan Cancer Support £	Library and Information £	Building £	Big Lottery Fund £	Rambler's Group £	2011 £
Balance at 1 November 2010	-	3,440	384,728	-	1,875	390,043
Income receivable during the year	3,000	-	-	37,351	-	40,351
	3,000	3,440	384,728	37,351	1,875	430,394
Expenditure in the year	(1,155)	(728)	(2,630)	(47,524)	(1,105)	(53,142)
Transfer between funds	-	-	-	10,173	-	10,173
Balance at 31 October 2011	1,845	2,712	382,098	-	770	387,425