

REGISTERED COMPANY NUMBER: 04303166 (England and Wales)
REGISTERED CHARITY NUMBER: 1090133

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017
FOR
4 CANCER GROUP



Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

4 CANCER GROUP

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REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st December 2017. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

OBJECTIVES AND ACTIVITIES

Objectives and aims

Background to our Mission

The 4 Cancer Group exists to help the whole 'family unit' manage the impact of living with cancer.

Why do we exist?

Cancer is the toughest fight most of us will ever face. Forty per cent (40%) of people in the UK will be diagnosed with cancer at some point in their lives. After diagnosis, life is taken over by hospital visits, uncertainty and often financial worries. Cancer patients will often need to stop working as a result of their diagnosis and it is also common for a family member to give up work to care for someone who is terminally ill. It is no surprise therefore that the incidence of clinical depression is up to five times higher in patients with cancer than the general population. (Source: European Journal of Cancer).

Importantly, we recognise that cancer has a profound impact on the whole family unit and not just the diagnosed individual. As a specialist respite charity, we provide relief from the difficulties of living with cancer. We believe in the 'here and now' and strive to help families deal with the emotional burden that a cancer diagnosis can bring.

What do we do?

Primary Objective:

Our experience since 2001 shows that 'time out' with the family provides tangible benefits for both mental and physical health. Over the past sixteen years we have developed a diverse and flexible respite portfolio which is designed to fit in around treatment plans.

From family days out to longer respite breaks in both the UK and abroad, we give families living with cancer something to look forward to at the end of arduous treatment schedules. Our mantra is to 'create memories which last a lifetime'.

Given that a significant number of people we help are terminally ill, the creation of positive memories is of fundamental importance, especially for the family members left behind if the cancer patient later dies. Such trips also help the recently bereaved to come to terms with their loss and give them a positive focus in the months after a loved one has died.

Designed with relaxation in mind, most of our respite activities also give people the opportunity to keep physically active. Keeping active could help to prevent more than 3,000 cases of cancer every year in the UK. (Source: Cancer Research UK).

Secondary Objectives:

(1) To make grants to UK based cancer care institutions. We recognise that good palliative care can make all the difference to both the cancer patient and their wider family. With a focus on 'end of life' care and support, we make grants to hospices and other care institutions to help people in the latter stages of their illness.

(2) As we have evolved and become a cancer respite charity with a sporting focus, we also aim to fund research which examines the positive effects of exercise and how it can (a) both prevent the onset of cancer and (b) help people with their recovery after diagnosis.

Objectives & Aims

We also aim to quantify the effects of our respite breaks and how these have helped our beneficiaries to lower their stress levels. Since stress is a huge aggravator of a wide range of medical conditions, including cancer, this research is an important part of our work.

Delivering 100 years of respite services by 2025

During 2016, the Trustees agreed a series of medium and long term objectives.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

OBJECTIVES AND ACTIVITIES

Objectives and aims

Since our launch in 2001, we have delivered 56 years of respite days if viewed as a whole (20,764 days). In the same 17 year period, we have helped 4,697 people. The number of people we help every year continues to grow (year on year).

By the end of 2025, our aim is to grow this impact significantly, thereby delivering a 100 years of respite services to 8,000 people. In just eight years, we intend to deliver the equivalent of 44 years of respite services. To achieve this, we will deliver approximately 5.5 days of respite every day between 2018 and the end of 2025.

In delivering this mission we will continue to make sure that we:

- Help the whole 'family unit' manage the impact of living with cancer
- Create memories for families which last a lifetime
- Promote an active lifestyle to help lower cancer incidence and assist in recovery
- Strive to improve the standards of 'end-of-life' care

Post 2025 - Long Term Objective

Every day, nearly 1,000 people in the United Kingdom are told they have some form of cancer. Our longer term objective (after 2025) is to provide respite services for 1,000 people every year.

Who are our beneficiaries?

We continue to broaden the range of beneficiaries that we help as a charity in terms of cancer type, geographical coverage (UK) and age. Our approach is 100% inclusive in that we provide respite for people of all ages, with any type of cancer, with any disability resulting from cancer (where possible) and at any stage of treatment. For example, the youngest patient we have helped was 20 months and the oldest was 79. We have helped families as far South as Cornwall to Fife in Scotland and Northern Ireland.

Importantly, we recognise that cancer affects the whole family unit and not just the person who is diagnosed with the disease. Because cancer does not discriminate, neither do we. We help people from any background or socio-demographic group and we rely on our extensive network of medical professionals and partner organisations from across the UK to refer families who are most in need of our help.

Mission Update - 100 Years of Respite by 2025

2017 - 635 people with 2,813 respite days delivered

In 2017, the 4 Cancer Group delivered more respite days to more people than in any previous year of its sixteen year history. In 2017, we helped 635 people - up from 477 people in 2016 - an increase of 33%. The number of respite days increased to 2,813 compared to 2,713 in 2016.

In order to help more people in 2017, the number of days per person was reduced. In addition, the charity has been working increasingly with terminally ill people who are unable to travel far from home. Consequently, we are delivering more short breaks within the UK than ever before. Despite this, we are unable to meet demand which has risen by a staggering 33% from last year.

To carry out our charitable activities in 2017, we spent a total of £248K on delivering respite, a slight increase from £221K in 2016. This was achieved by negotiating better rates with our respite partners and also easing the £20K of research funding into 2018 instead of 2017.

In 2017 we withdrew £3,811.86 from our hardship fund which was set up to help the poorest of families who are in very difficult financial circumstances as a direct result of a cancer diagnosis. This fund is used to pay subsistence costs such as train fares, food etc. so that families can enjoy their respite break without worrying about spending money they don't have.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017**

OBJECTIVES AND ACTIVITIES

Objectives and aims

In 2017 we delivered services to 635 people at a cost of £348 per person compared to £503 per person in 2016.

When viewed on a per person per day basis (2813 days delivered) this cost is £79 in 2017 compared to £88 per person per day in 2016.

We have now delivered 56.9 years' worth of respite for our beneficiaries against a target of 100 years by the end of 2025. Activities in 2017 saw us deliver our highest number of respite days to the highest number of people in just one year. We are on track to hit our target by the end of 2025.

	No. of People	Respite Days Provided	Cumulative Respite Days Provided	Cumulative Years of Respite Delivered
2001	0	0	0	0.00
2002	2	2	2	0.01
2003	35	36	38	0.10
2004	57	91	129	0.35
2005	243	798	927	2.54
2006	195	891	1,818	4.98
2007	180	1,004	2,822	7.73
2008	246	755	3,577	9.80
2009	255	1,060	4,637	12.70
2010	305	1,648	6,285	17.22
2011	330	1,404	7,689	21.07
2012	390	1,764	9,453	25.90
2013	340	1,421	10,874	29.79
2014	468	2,078	12,952	35.48
2015	539	2,286	15,238	41.75
2016	477	2,713	17,951	49.18
2017	635	2,813	20,764	56.89
2025 (Target)	1,000 (approx)			100 years (Target)

What we deliver to our beneficiaries

For the majority of our beneficiary families, their lives have been totally taken over by cancer. As a consequence of all the hospital appointments, complex treatment plans and assessments, families spend much less time with one another. Holidays and short breaks, traditionally the main time of the year when families spend quality time together, are usually the first casualty. Aside from the time constraints, few families can afford to spend time away from home with another due to the financial impact of a cancer diagnosis. It is very common for one or both parents to give up work to act as carers.

Our Family Liaison team continue to develop bespoke respite programmes which accommodate delicate health needs, complex schedules, depleted finances and wider family circumstances. The end result is a respite break tailored to each family where all they need to do is turn up and enjoy some special time with one another. For those families who are truly struggling financially, we add spending vouchers or a dining plan to their break in order that they can enjoy their time together without worrying about extra costs.

In 2017 we offered a special programme over Christmas for young families who either had been un-able to celebrate the previous Christmas due to cancer or would be unlikely to celebrate the following Christmas together as a result of a terminal cancer diagnosis. These families were able to go for a short break at a Butlins location of their choice for a Christmas Fantasy break. The response to this offer was truly emotional; not just for the beneficiary families but for the health professionals who nominated them.

We also experienced the tragedy and unpredictability of working with families who are dealing with a terminal diagnosis. It is becoming more common for the patient's health to worsen suddenly and they die before their holiday is taken. In this instance, some families choose to still take their break as a chance to reflect and remember their loved one away from the continual reminders at home.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

OBJECTIVES AND ACTIVITIES

Objectives and aims

The research project will be led by the University of Brighton in partnership with the 4 Cancer Group as part of a jointly funded PhD programme. The four-year study was initiated in late 2017.

Given the 4 Cancer Group's sporting focus, with subsidiaries focused on sailing, skiing, running and cycling, Oliver is also tasked with quantifying the physical health benefits of the charity's various fundraising and respite activities.

In 2017 Oliver will be doing detailed in depth research with our beneficiaries on the impact that we have had on their lives and start to develop new respite and exercise based services that can prove that they have a positive impact on physiological and psychological wellbeing.

Significant activities

In 2017, the 4 Cancer Group continued to grow both its income and impact. Despite having our best year ever in terms of fundraising and the amount of people we helped, never has there been more demand for our services (up 33% from last year).

Although our income was at its highest ever level in 2017, this was an extraordinary year due to a 12 month 'charity of the year' agreement which terminated on 31 December. In 2018, we expect revenues to return to the £400K level where we have been operating consistently over the past five years.

As NHS and other healthcare professionals become more aware of our work, the frequency of re-requests for help is increasing. The urgency of requests is also changing with a nearly a quarter (23%) of all referrals now involving a terminally ill family member - a 155% increase since 2014. Without significantly more funding, we will not be able to keep up with demand going forward.

Key achievements in 2017:

- We helped more people than ever and provided more respite days in 2017 compared to any other year since we started in 2001
- We delivered 2,813 respite days in 2017, helping 635 people
- The type of people we help is changing. In 2014 only 9% of our nominations were for terminally ill patients. However, by 2017 this had risen to 23%
- Since 2001 we have delivered 20,764 days of respite (56 years) and we are on track to meet our objective of delivering 100 years of respite days by the end of 2025
- We raised £596K in 2017, a 57% increase over the previous year
- Our 'Cost of Fundraising' improved to 27% in 2017 compared to 36% in 2016
- Through fiscal sponsorship, we have facilitated the growth of 'From Me To You', a charity focused on helping cancer patients during treatment through letters of support
- 99% of the people we helped were 'satisfied/very satisfied' with our services in 2017. A new research partnership with the University of Brighton is helping us to fine tune our services into 2018 and beyond

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

OBJECTIVES AND ACTIVITIES

Public benefit, Charitable Cooperation and Fiscal Sponsorship

The activities detailed in this report are a targeted effort to bring families closer together, to help them forget about the cancer that has been dictating their lives and to help them fight on whilst a cure for cancer is found. Our Mission is to provide 100 years of respite days by the end of 2025.

We continue to have significant public benefit according to feedback from beneficiary families - as verified by the University of Brighton. Our jointly funded PhD programme with the University is focused on shaping our future services to ensure that we are helping families in the best possible way.

The Trustees confirm they have had due regard to the guidance provided by the Charity Commission and duties set out in Section 17 (5) of the Charity Act 2011 in respect of public benefit. We also continue to work collaboratively alongside other charitable organisations such as NHS Trusts, Macmillan, Sailing Heals, National Community Boats Association, Caring Cancer Trust, CLIC Sargeant, Youth Cancer Trust and The Teenage Cancer Trust in the raising of funds and delivery of quality respite.

During 2017 we continued our work to find like-minded organisations in line with our mission to help more people coping with cancer. We were pleased to add some amazing organisations to our partnership list, namely:

Something to Look Forward To: In 2017 we teamed up with the Charity 'Something to look Forward To' to broaden the geographical area where our services were being advertised. The partnership has already made an impact with the charity jointly recruiting families to go on some amazing Solent cruises.

The Martlets: In 2017 we invested in wellbeing training for our own internal teams who have to deal with sometimes very upsetting scenarios when talking with beneficiary families. We have put in place various wellbeing support mechanisms based on the advice of the Martlets Hospice to help our employees cope with the emotional stress of their work. This has also included a refresh and review of our Vulnerable Adults and Child Protection Policy thanks to a pro-bono partnership with Gretchen Precey BA (Hons) CQSW; MA (Child Studies).

FINANCIAL REVIEW

Financial position

Total incoming resources for the year were £596,133 (£379,804 in 2016) and resources expended £410,529 (£386,237 in 2016).

There was a surplus for the year on unrestricted activities of £138,776 (2016 deficit £11,832) and this has been added to the reserves brought forward of £406,368 to leave £545,144 which will be carried forward.

Reserves Policy

In 2017 we have four specific designations in the accounts:

- 1) Given we have a 6 to 18 month waiting list for respite services, the 4 Cancer Group has a policy of holding at least 18 months of respite. £250,000 has been designated for this purpose.
- 2) £20k costs in 2017 and 2018 to provide final funding for our University of Brighton research contract.
- 3) IT Investment of £50k for 2017 website developments to provide a better respite process and improve our digital fundraising capabilities.
- 4) Building fund of £80k to purchase land/buildings to offer a baseline of respite places directly through our own respite facility.

The completely unrestricted reserves are therefore £145,144 after subtracting the designated funds. Unrestricted expenditure during the year was £367,311 and the charity aims to hold the equivalent of 6 months in reserve. This is to enable the charity to provide a cushion against unexpected events, losses of income, large unbudgeted expenses and to take advantage of future investing opportunities.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

FUTURE PLANS

Looking forward to 2018

The Trustees have set a number of targets for 2018:

- **Increase our impact** in line with our '100 years of respite' target by 2025. Despite helping more people than ever before in 2017, we still ended the year with over 300 people on our waiting list. Consequently, we have created a fund from our reserves (the equivalent of 18 months of respite activity) to specifically meet legacy commitments from 2017. This equates to £300K based upon 2017 spend. The charity is becoming increasingly known in medical circles with NHS, Macmillan, CLIC Sargent and other health workers referring more and more families who are struggling the most psychologically and financially. This has led to an increasing number of terminal nominations, many of which are extremely urgent. Despite giving priority to these cases, each year a number of patients sadly die before they are able to take their breaks.

- **Launch a Building Development Fund** to secure an asset and fixed cost base for beneficiary use. We are seeing our ability to buy holidays at discounted rates is weakening, mainly as a result of holiday providers putting prices up pre-Brexit. We anticipate that this situation will continue once Brexit takes place in 2019. Trustees have agreed therefore to look at purchasing land/buildings so that we can offer a baseline of respite places directly through our own respite facility. This includes a designation of £80K from our reserves to launch this programme. We will be working with external funding partners to achieve this aim.

- **Launch new fundraising brands** to meet new forms of fundraising opportunity. The results of our PhD research is driving this diversification. Our aim is to build fundraising activities which in turn improve the health of our fundraisers the link between cancer incidence and exercise is already proven. This will require some investment in brand, event and web-site design.

- **Invest in new websites** which make it easier for people to support us and find out more about our respite services. Our £50K designation fund in 2017 for this purpose has been transferred over to 2018 as our focus in 2017 was aimed primarily at increasing our impact.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 11 October 2001 (Company Number 4303166) and registered as a Charity on 17 January 2002 (Charity Number 1090133).

The Charity initiated its operations on 25 April 2001.

The Company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the members of the Board of Directors/Trustees are re-elected at each AGM.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The 4 Cancer Group is made up of six fundraising divisions: Sail 4 Cancer, Ski 4 Cancer, Run 4 Cancer, Bike 4 Cancer, From Me to You and The Neil Vines Trust. We continue to refine our structure so that we can support more families affected by cancer every year. We have a team of five volunteer Trustees and a number of volunteer ambassadors / patrons for each subsidiary. In 2018 we aim to widen the skill set to include more expertise from the NHS, the travel industry and social media sectors.

"From Me To you" became part of the 4 Cancer Group in 2017 under a fiscal sponsorship model because of their innovative set of complimentary services. Their aim is to show that something as simple as receiving a letter can make the world of difference to a friend or family member suffering from cancer. We all too often hear that emotional support disappears as patients embark on surgery and treatment, as those close to them just don't know what to say or how to communicate. These services will help the 4 Cancer Group better connect its support services.

In 2017, the charity employed six paid people on both a part-time and full time basis with a Full Time Equivalent (FTE) of four people. Viewed as a whole, 54% of salaries are focused on delivering charitable services with 44% being fundraising. The remaining 2% are classified as support costs. We have one trustee who is paid part-time to manage fundraising, marketing and our respite partners.

Our management approach is to keep a small and efficient team in place and to bring in experts on a contracted and temporary basis where needed e.g. event management, IT etc. At the start of every year, everyone is set personal objectives in line with the charity's overall aims for the year.

Risk management

The Trustee board reviewed a number of principal risks and uncertainties during 2017, namely:

- The increasing focus upon events as a form of income and the associated impact upon cash flows, efficiency and resources
- The need to be clearer on the purpose of generated surpluses to serve our mission
- The ability to achieve bulk deals from travel providers compared to direct ownership and control of respite venues
- The need for fundraising technology to better serve the lifetime of our donors
- The impact that Brexit may have on (a) the costs of overseas holidays, (b) the increasing cost of UK breaks as a consequence of (a), and (c) the diminishing income from Grant & Trust bodies due to lowered interest rates
- The ongoing need to measure the psychological and physiological impact of the charity's services through our PhD partnership
- The opportunities and risks that GDPR and Vulnerable Adults / Child Protection policies will bring to us in 2018
- The need to balance income and expenditure to grow the charity's impact year on year

The Board has strategies and controls in place to mitigate the operational risks highlighted above.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04303166 (England and Wales)

Registered Charity number

1090133

Registered office

Suite 1
24 Swan Street
Kingsclere
Berkshire
RG20 5PJ

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Sean Donovan
Graham Precey
Chris Stone
Andrew Wilkinson

Company Secretary

Andrew Hayward

Independent examiner

Christopher Robert Tyler FCA DChA FCIE
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of 4 Cancer Group for the purposes of company law) are responsible for preparing the Report of the Trustees 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 which 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 those financial statements, the trustees are required to

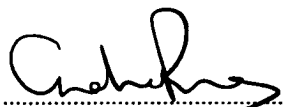
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2017

Approved by order of the board of trustees on 29th Jan 2018..... and signed on its behalf by:



Graham Precey - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
4 CANCER GROUP (REGISTERED NUMBER: 04303166)**

Independent examiner's report to the trustees of 4 Cancer Group ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st December 2017.

Responsibilities and basis of report

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

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


Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Chartered Accountant which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached



Christopher Robert Tyler FCA DChA FCIE
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA

Date: 29th June 2018

4 CANCER GROUP

STATEMENT OF FINANCIAL ACTIVITIES **(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)** **FOR THE YEAR ENDED 31ST DECEMBER 2017**

		Unrestricted funds	Restricted funds	2017 Total funds	2016 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	10,048	17,046	27,094	29,915
Charitable activities	5				
Sailing Trips and Holidays for Beneficiaries		15,563	73,000	88,563	28,967
Other trading activities	3	480,440	-	480,440	320,830
Investment income	4	36	-	36	92
Total		<u>506,087</u>	<u>90,046</u>	<u>596,133</u>	<u>379,804</u>
EXPENDITURE ON					
Raising funds	6	162,925	-	162,925	140,424
Charitable activities	7				
Sailing Trips and Holidays for Beneficiaries		196,639	43,218	239,857	221,272
Relief and Research funding		-	-	-	20,000
Support costs		7,747	-	7,747	4,541
Total		<u>367,311</u>	<u>43,218</u>	<u>410,529</u>	<u>386,237</u>
NET INCOME/(EXPENDITURE)		<u>138,776</u>	<u>46,828</u>	<u>185,604</u>	<u>(6,433)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		406,368	12,338	418,706	425,139
TOTAL FUNDS CARRIED FORWARD		<u>545,144</u>	<u>59,166</u>	<u>604,310</u>	<u>418,706</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

4 CANCER GROUP (REGISTERED NUMBER: 04303166)**BALANCE SHEET**
AT 31ST DECEMBER 2017

	Notes	Unrestricted funds £	Restricted funds £	2017 Total funds £	2016 Total funds £
CURRENT ASSETS					
Debtors	16	222,048	-	222,048	70,231
Cash at bank		341,290	59,166	400,456	359,653
		<u>563,338</u>	<u>59,166</u>	<u>622,504</u>	<u>429,884</u>
CREDITORS					
Amounts falling due within one year	17	(18,194)	-	(18,194)	(11,178)
		<u>545,144</u>	<u>59,166</u>	<u>604,310</u>	<u>418,706</u>
NET CURRENT ASSETS					
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>545,144</u>	<u>59,166</u>	<u>604,310</u>	<u>418,706</u>
NET ASSETS					
		<u>545,144</u>	<u>59,166</u>	<u>604,310</u>	<u>418,706</u>
FUNDS					
Unrestricted funds	18			545,144	406,368
Restricted funds				59,166	12,338
TOTAL FUNDS					
				<u>604,310</u>	<u>418,706</u>

The notes form part of these financial statements

BALANCE SHEET - CONTINUED
AT 31ST DECEMBER 2017

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2017.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 28th June 2018 and were signed on its behalf by:



Graham Precey -Trustee

4 CANCER GROUP

CASH FLOW STATEMENT **FOR THE YEAR ENDED 31ST DECEMBER 2017**

	Notes	2017 £	2016 £
Cash flows from operating activities:			
Cash generated from operations	1	40,767	(32,746)
		<hr/>	<hr/>
Net cash provided by (used in) operating activities		40,767	(32,746)
		<hr/>	<hr/>
Cash flows from investing activities:			
Interest received		36	92
		<hr/>	<hr/>
Net cash provided by (used in) investing activities		36	92
		<hr/>	<hr/>
Change in cash and cash equivalents in the reporting period		40,803	(32,654)
Cash and cash equivalents at the beginning of the reporting period		359,653	392,307
		<hr/>	<hr/>
Cash and cash equivalents at the end of the reporting period		400,456	359,653
		<hr/>	<hr/>

The notes form part of these financial statements

4 CANCER GROUP

NOTES TO THE CASH FLOW STATEMENT **FOR THE YEAR ENDED 31ST DECEMBER 2017**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2017	2016
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	185,604	(6,433)
Adjustments for:		
Interest received	(36)	(92)
Increase in debtors	(151,817)	(24,442)
Increase/(decrease) in creditors	7,016	(1,779)
Net cash provided by (used in) operating activities	<u>40,767</u>	<u>(32,746)</u>

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31ST DECEMBER 2017**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015)', Financial Reporting Standard FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and on that basis the charity is considered to be a going concern.

Reconciliation with previous generally accepted accounting principles

In preparing the accounts the trustees have considered whether in applying the accounting policies required by FRS102 and the Charities SORP FRS102 the restatement of comparative items was required. No restatement of comparative items was required.

Income

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

Income from donations is accounted for as received by the charity. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs. The value of voluntary work is not included in the financial statements.

Grants are recognised in full in the SOFA in the year in which they are receivable. Grants for the purchase of fixed assets are credited to restricted income when they are receivable. Where the use of the asset is restricted, depreciation is charged against the restricted fund. Where the use of the asset is not restricted it is transferred to the general fund.

Other income, including investment income and commissions, is recorded on an accruals basis.

For legacies, entitlement is taken on a case by case basis as the earlier on the date on which: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity 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 charity has been notified of the executor's intention to make a distribution. If the legacy is in the form of an asset other than cash or an asset listed on a recognised stock exchange, recognition is subject to the value of the asset being able to be reliably measured and title to the asset has passed to the charity. Where legacies have been notified to the charity or the charity 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.

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST DECEMBER 2017**

1. ACCOUNTING POLICIES - continued

Expenditure

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

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

Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

Charitable activities

Costs of charitable activities comprise direct expenditure. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Support costs

Support costs include those costs, such as independent examiners' fees, associated with constitutional and statutory requirements.

Tangible fixed assets

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

- Fixtures and fittings - 20% on cost
- Computer equipment - 50% on cost

Assets costing less than £500 are written off to the Statement of Financial Activities.

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Tax purposes. Accordingly the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

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

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

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

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST DECEMBER 2017**

2. DONATIONS AND LEGACIES

	2017	2016
	£	£
Donations	27,094	28,915
Grants	-	1,000
	<u>27,094</u>	<u>29,915</u>

Grants received, included in the above, are as follows:

	2017	2016
	£	£
Mageni Trust	-	1,000
	<u>-</u>	<u>1,000</u>

3. OTHER TRADING ACTIVITIES

	2017	2016
	£	£
Fundraising events	<u>480,440</u>	<u>320,830</u>

4. INVESTMENT INCOME

	2017	2016
	£	£
Deposit account interest	<u>36</u>	<u>92</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2017	2016
		£	£
Grants	Sailing Trips and Holidays for Beneficiaries	<u>88,563</u>	<u>28,967</u>

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST DECEMBER 2017**

5. INCOME FROM CHARITABLE ACTIVITIES - continued

Grants received, included in the above, are as follows:

	2017	2016
	£	£
CHK Charities Limited	10,000	-
Hampshire County Council	-	999
The February Foundation	5,000	-
Joan Braithwaite Sailing Trust	10,000	5,000
The D'Oyly Carte Charitable Trust	3,000	5,000
The Shipwrights	1,000	500
The Lynn Foundation	-	500
The Alchemy Foundation	500	500
The Neil Vines Trust	-	5,268
The Hedley Foundation	-	3,000
Souter Charitable Trust	-	3,000
Kingsclere Parish Church	-	200
The Rothschild Foundation	-	5,000
The Hobson Charity	10,000	-
Duchy of Lancaster Benevolent Fund	4,000	-
Iliffe Family Charitable Trust	5,000	-
Peter & Virginia Bottmley	200	-
Sir John Garnier	63	-
Fishburn Family Trust	250	-
29th May 1961 Charitable Trust	2,000	-
Woodroffe Benton Foundation	750	-
Charles David Brims	50	-
The Britford Bridge Trust	5,000	-
Hall Charitable Trust	1,000	-
The Bourne-May Charitable Trust	500	-
The Federated Foundation	250	-
Tesco	30,000	-
	<u>88,563</u>	<u>28,967</u>

6. RAISING FUNDS

Raising donations and legacies

	2017	2016
	£	£
Costs of Generating Funds	102,370	81,325
Consultancy fees	15,577	15,000
Wages	44,978	44,099
	<u>162,925</u>	<u>140,424</u>

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST DECEMBER 2017**

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 8)	Support costs (See note 10)	Totals
	£	£	£
Sailing Trips and Holidays for Beneficiaries	239,857	-	239,857
Support costs	-	7,747	7,747
	<u>239,857</u>	<u>7,747</u>	<u>247,604</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2017	2016
	£	£
Staff costs	72,090	57,521
Consultancy fees	15,903	15,000
Sailing Trips and Holidays for Beneficiaries	113,805	126,787
Premises costs	9,707	4,525
Telephone and Internet	910	436
Postage and Stationery	1,496	940
Travel and Subsistence	8,948	6,522
Insurance	2,349	1,418
Computer Costs	6,390	1,585
General Expenses	115	107
Bank Charges	7,030	5,815
Accountancy and Taxation	1,114	616
	<u>239,857</u>	<u>221,272</u>

9. GRANTS PAYABLE

	2017	2016
	£	£
Relief and Research funding	-	20,000

The total grants paid to institutions during the year was as follows:

	2017	2016
	£	£
Ubridge	-	20,000

10. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Support costs	<u>5,454</u>	<u>2,293</u>	<u>7,747</u>

Support costs, included in the above, are as follows:

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST DECEMBER 2017**

10. SUPPORT COSTS - continued

Management

	2017	2016
	Support costs	Total activities
	£	£
Wages	<u>5,454</u>	<u>2,261</u>

Governance costs

	2017	2016
	Support costs	Total activities
	£	£
Independent Examination	<u>2,293</u>	<u>2,280</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

One Trustee, Andrew Hayward receives remuneration of £30,000 in connection with his role as Head of Fundraising and General Manager in 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2017 nor for the year ended 31st December 2016.

12. STAFF COSTS

Staff costs during the year were as follows:

	2017	2016
	£	£
Wages and salaries	113,483	96,353
Social security costs	6,606	5,240
Pension cost	<u>2,433</u>	<u>2,288</u>
	<u>122,522</u>	<u>103,881</u>

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

	2017	2016
Fundraising marketing and management	1	1
Family liaison managers (2 part time)	2	2
Finance manager (1 part time)	1	1
Fundraising manager (1 full time)	<u>1</u>	<u>1</u>
	<u>5</u>	<u>5</u>

The charity considers its key management personnel comprises the trustees with Andy Hayward, Head of Fundraising and Marketing Manager, being the conduit between the trustees and the small team that we have. Total employment benefits to its key management personnel including pension contributions was £30,000. In 2017, the 4 Cancer Group hired an Operations Manager whose role was to run our respite and research work and grow its impact and reach.

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST DECEMBER 2017**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	29,915	-	29,915
Charitable activities			
Sailing Trips and Holidays for Beneficiaries	-	28,967	28,967
Other trading activities	320,830	-	320,830
Investment income	92	-	92
Total	350,837	28,967	379,804
EXPENDITURE ON			
Raising funds	140,424	-	140,424
Charitable activities			
Sailing Trips and Holidays for Beneficiaries	197,704	23,568	221,272
Relief and Research funding	20,000	-	20,000
Support costs	4,541	-	4,541
Total	362,669	23,568	386,237
NET INCOME/(EXPENDITURE)	(11,832)	5,399	(6,433)
RECONCILIATION OF FUNDS			
Total funds brought forward	418,200	6,939	425,139
TOTAL FUNDS CARRIED FORWARD	406,368	12,338	418,706

14. INTANGIBLE FIXED ASSETS

	Computer software £
COST	
At 1st January 2017 and 31st December 2017	1,021
AMORTISATION	
At 1st January 2017 and 31st December 2017	1,021
NET BOOK VALUE	
At 31st December 2017	-
At 31st December 2016	-

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST DECEMBER 2017**

15. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1st January 2017 and 31st December 2017	342	6,943	7,285
DEPRECIATION			
At 1st January 2017 and 31st December 2017	342	6,943	7,285
NET BOOK VALUE			
At 31st December 2017	-	-	-
At 31st December 2016	-	-	-

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Other debtors	205,451	44,213
Prepayments and accrued income	16,597	26,018
	<u>222,048</u>	<u>70,231</u>

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Trade creditors	-	2,067
Social security and other taxes	2,896	2,425
Accrued expenses	15,298	6,686
	<u>18,194</u>	<u>11,178</u>

4 CANCER GROUP**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST DECEMBER 2017****18. MOVEMENT IN FUNDS**

	At 1/1/17 £	Net movement in funds £	Transfers between funds £	At 31/12/17 £
Unrestricted funds				
General fund	136,368	138,776	(130,000)	145,144
Respite - providing respite to families affected by cancer who are already talking to but are not ready to travel yet.	200,000	-	50,000	250,000
Research - providing funding for further secondary and primary research at Univeristy of Brighton into the effects of attitude and exercise on cancer prognosis and recovery.	20,000	-	-	20,000
Website - monies set aside for website development to provide a better respite process and improve our digital fundraising capabilities.	50,000	-	-	50,000
Building - monies set aside to purchase land/buildings to offer a baseline of respite places directly through our own respite facility.	-	-	80,000	80,000
	<u>406,368</u>	<u>138,776</u>	<u>-</u>	<u>545,144</u>
Restricted funds				
Teenage Sailing Weekends	547	(547)	-	-
Young Carer Family Break Project	10,920	4,448	-	15,368
Equipment	871	(542)	-	329
Greater Manchester	-	3,000	-	3,000
Teenage breaks and must live in Lancashire	-	1,000	-	1,000
Groundwork UK	-	30,000	-	30,000
From Me to You	-	9,469	-	9,469
	<u>12,338</u>	<u>46,828</u>	<u>-</u>	<u>59,166</u>
TOTAL FUNDS	<u>418,706</u>	<u>185,604</u>	<u>-</u>	<u>604,310</u>

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST DECEMBER 2017**

18. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	506,087	(367,311)	138,776
Restricted funds			
Teenage Sailing Weekends	1,000	(1,547)	(547)
Young Carer Family Break Project	33,507	(29,059)	4,448
Equipment	-	(542)	(542)
Family Breaks	10,000	(10,000)	-
Greater Manchester	3,000	-	3,000
Teenage breaks and must live in Lancashire	1,000	-	1,000
Groundwork UK	30,000	-	30,000
From Me to You	11,539	(2,070)	9,469
	<u>90,046</u>	<u>(43,218)</u>	<u>46,828</u>
TOTAL FUNDS	<u><u>596,133</u></u>	<u><u>(410,529)</u></u>	<u><u>185,604</u></u>

4 CANCER GROUP

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST DECEMBER 2017

18. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/1/16 £	Net movement in funds £	Transfers between funds £	At 31/12/16 £
Unrestricted Funds				
General fund	418,200	(11,832)	(270,000)	136,368
Respite - providing respite to families affected by cancer who are already talking to but are not ready to travel yet.	-	-	200,000	200,000
Research - providing funding for further secondary and primary research at University of Brighton into the effects of attitude and exercise on cancer prognosis and recovery.	-	-	20,000	20,000
Website - monies set aside for website development to provide a better respite process and improve our digital fundraising capabilities.	-	-	50,000	50,000
	<u>418,200</u>	<u>(11,832)</u>	<u>-</u>	<u>406,368</u>
Restricted Funds				
Teenage Sailing Weekends	400	147	-	547
Young Carer Family Break Project	6,539	4,381	-	10,920
Equipment	-	871	-	871
	<u>6,939</u>	<u>5,399</u>	<u>-</u>	<u>12,338</u>
TOTAL FUNDS	<u>425,139</u>	<u>(6,433)</u>	<u>-</u>	<u>418,706</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	350,837	(362,669)	(11,832)
Restricted funds			
Teenage Sailing Weekends	6,000	(5,853)	147
Young Carer Family Break Project	21,267	(16,886)	4,381
Family Sailing Days	500	(500)	-
Equipment	1,200	(329)	871
	<u>28,967</u>	<u>(23,568)</u>	<u>5,399</u>
TOTAL FUNDS	<u>379,804</u>	<u>(386,237)</u>	<u>(6,433)</u>

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2017.

20. STATUTORY INFORMATION

4 Cancer Group is a Charitable Company, limited by guarantee, registered in England and Wales and has no share capital. No one member has overall control of the Charity.

The Company's registered number and registered office address can be found in the Legal and Administrative Information section of the accounts.