

PAUL'S CANCER SUPPORT CENTRE

(A Charitable Company Limited by Guarantee)

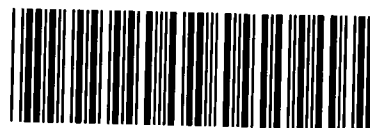
ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31st MARCH 2022

Company Number 06802920 (England & Wales)

Charity Registration Number 1128295

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COMPANIES HOUSE

Chair's Report

This has been another year of challenge and change for Paul's Cancer Support as we continued to navigate the global Covid-19 pandemic, determined to continue our support for people affected by cancer who needed our help.

The small staff team at Paul's and our volunteers have continued to adapt well to the situation and we are delighted to welcome Dr. Caroline Hoffman OAM as our new CEO. Importantly, Paul's is strong and ever present, just as it has been since 1983. We have dropped the word 'Centre' from our charity's working name to be 'Paul's Cancer Support'. This reflects the support we are providing now online as well as in our centre in Battersea.

We continued to offer our online support whilst people with cancer were feeling vulnerable - reaching out to people who feel alone, isolated and afraid whilst living with cancer as well as the people close to them. We have been hugely successful with a variety of groups, workshops and events offered to clients. We remained conscious of needing to provide support not only digitally, but also by phone and in-person as the pandemic allowed.

Paul's continues with its 2021 Strategic Plan with the aim of ensuring that anyone in and around the borough of Wandsworth affected by cancer, regardless of diagnosis or stage, knows where we are and how to access our service either in-person or online. We also welcome other people from a wider geography who can get to our centre or access our services online. We are particularly aware of the need for support for clients with late diagnoses and delayed or postponed treatment. Sadly, this has resulted, for some, in more invasive treatment and has affected long-term prospects of survival. In these circumstances the care and support provided by Paul's is needed more than ever before.

Our fundraising has been impacted by the pandemic, particularly, as we were unable to undertake community and events fundraising. However, since the end of our financial year, we were delighted to bring supporters and clients together at our inaugural Gala Dinner at the Wandsworth Civic Suite in May 2022.

We are grateful to the support of our Board of Trustees who have skilfully guided the charity through this challenging time.

We remain determined to provide our clients with the highest quality of support and to provide a personalised approach which recognises the uniqueness of each human being and their individual needs. We are optimistic for the future and have some exciting plans to reach as many people as possible within our community and beyond, including the launch of our new young adults' service.

Kerena Richards
Chair
Paul's Cancer Support
14 November 2022

Chief Executive's Report

I was honoured to take on the role of Chief Executive in April 2022 and join the committed team of trustees, staff, and volunteers at Paul's. I would like to thank my predecessor, Catherine Hodgson, who guided the charity through a very challenging couple of years during the pandemic.

Our dedicated team of services staff have continued to provide support to people remotely and have been reaching out to clients who we know are struggling emotionally, physically or with other aspects of daily living.

By providing more groups online, including the Prostate Cancer Support Group and the Breast Cancer Support Group, we are finding that we have increased our reach to include greater London, the Home Counties and beyond. Our support groups for the Asian and African-Caribbean communities with cancer continued during this time offering a vital link to some people affected by cancer who may be at additional risk due to COVID-19.

During this year, we were able to make changes and improvements to our website and ensure that the information available for people was even more easily accessible.

Fundraising during the pandemic has been challenging but we have managed to weather this with the hard work of everyone who has supported us and also a previous legacy from a very generous former client. We are not complacent and were delighted to host our successful gala dinner shortly after the year end. Every donation matters to us and it is key for us to grow our donor base to reflect growing demand for our services which provide a lifeline for so many affected by cancer.

Our plans for the year ahead include launching a unique young adults' support service (for those aged 25 – 39 years), helping to meet the particular needs for people in this age group which are not met elsewhere. We want to ensure that people who are isolated and alone, and cannot reach our centre, can get support they need by phone and online. We understand the importance of giving carers much needed support. We will of course continue with our support groups to help meet the needs of our diverse community so that no one is excluded or faces cancer alone.

We also want to make sure that we can grow our provision of complementary therapies to support the physical as well as mental and emotional side effects of medical treatment as well as longer term side effects. This includes increasing the availability of important services like acupuncture and scar massage as well our existing touch therapies which provide so much comfort and relief. As ever, providing specific mental and emotional health help is high on our agenda and we are proud to continue to offer counselling, mindfulness and hypnotherapy support.

Our online support provision will continue, as we know that many people need this and that we can reach many more people at a greater distance by providing support this way.

We are ambitious for the future as we know the vital importance of the support we provide for the growing number of people affected by cancer.

Dr Caroline Hoffman OAM
Chief Executive

What We Do

Paul's provides support and care to people affected by cancer. Our service is focused on the individual: each client is unique, as is their experience of cancer. We fully recognise this in the support we provide. Informed by the latest research, and what clients tell us they want, we have grown and developed the holistic offering that we first delivered in 1983.

Our support is delivered regardless of either stage or diagnosis, and we are there for people throughout diagnosis and treatment, on to recovery, or living with and beyond cancer.

We continue to work closely with referrals from our partners in the field of health and social care and have built strong bonds with our local cancer units and teams. We started as a local charity, supporting people in our Wandsworth community. Increasingly now we are reaching people more widely across London and beyond. Access to our service is free and this is central to our mission. Our name honours our wonderful client, Paul d' Auria, who was an inspiration to all who knew him.

How We Help

One in two individuals in the UK will be diagnosed with cancer in their lifetime. A third of people living with cancer report feeling anxious or depressed and three quarters experience feelings of isolation after their cancer diagnosis. Many will experience more serious mental health issues such as anxiety, clinical depression, and post-traumatic stress. This can happen at any point in people's cancer journey. Paul's provides help and support to manage the mental, physical, and emotional consequences of cancer.

We are particularly aware of the immense impact that the COVID-19 pandemic has had on the lives of our clients, their families and carers. This continues as the NHS continues to face pressures in catching up with people who could not access routine screening or who did not come forward with possible cancer symptoms. This has added to the emotional and physical impacts of cancer.

"Very thankful for being able to attend. Exceeded my expectations. My first ever experience I would never forget. Improved my daily life." (Client comment from engaging with Paul's)

Who We Help

Paul's supports people affected by cancer including family and carers. We actively seek ways to make services available to every part of our culturally diverse local community and beyond with our in-person and online services. It is Paul's underlying principle that no-one seeking help is turned away through being unable to contribute financially – and so all our services are provided free of charge.

Initial Contact

We provide personalised and individual assessments for each person requesting our help.

"The support from Eric at the centre has been exceptional. He is so empathetic and honest. We have had some truly helpful conversations..." (Client's comment on individual assessment)

Our Services

Our service is wide ranging and constantly evolving. We provide talking therapies for mental and emotional support, complementary therapies to help with the side effects of treatment, exercise classes, healthy eating advice as well as wellbeing workshops and activities and support groups.

Talking Therapies

Our talking therapies, which include counselling, help clients through some of the psychological challenges of dealing with cancer. These can be both mental and emotional difficulties.

"Counselling has helped me with angst, fear, negative thought, loneliness and mental blockage. Always dealing with existential questions about these. Now in better head space where I am at peace and content with my personal development. I am really appreciative of the help I have received and thank all that made this possible." (Counselling client)

"It has been helpful to talk to someone about the problems I have been suffering and the way I have been feeling recently. I felt Jackie listened and that the experiences and thoughts I shared were validated and understood. The sessions provide me a safe space." (Counselling client).

Hypnotherapy is a well-established part of our service and our clients tell us that it contributes to feelings of calm and relaxation.

"I greatly enjoyed hypnotherapy with Patrick. It helped me relax, de-stress and manage my stress anxiety better. I learnt new skills for self-hypnosis – extremely useful and highly valued." (Hypnotherapy client)

Wellbeing

Our wellbeing services are designed to help clients through some of the physical, emotional and health challenges of cancer. Some of these are outlined below.

Touch Therapies

These can vary from general massage and specialist touch therapies (such as shiatsu, craniosacral therapy, manual lymphatic drainage, scar treatment and reflexology). We have also introduced acupuncture.

"I really enjoy coming in as everyone is so friendly and welcoming. I feel very profound shifts in myself from Monika's healing. I am happier, more in flow and positive about dealing with any new challenges." (Shiatsu client)

"Without the services and therapy I would have to live with the condition using only pain killers. Or I would be on a hospital waiting list for therapy or have to pay for private treatment which is very expensive." (Reflexology client)

"It has helped a lot especially when chemo brings me down." (Craniosacral therapy client)

"These sessions have been transformative spiritually, mentally and physically. The journey was unexpectedly illuminating because it dealt with my past, present and future wellbeing... It was the best!" (Craniosacral therapy client)

Our new acupuncture service is proving very popular as it is so effective with helping not only physical side effects but also to calm and balance the body.

"The acupuncture has been very beneficial and has definitely made an overall change to my quality of life." (Acupuncture client)

Emotional and Social Support

Having a chance to get together with others in a similar position has never been more important than during the recent COVID-19 pandemic. Providing our various support groups online has been a life saver for many. These are all guided by qualified healthcare professionals and therapists. We continue to run our general support groups that welcome anyone affected by any cancer in any way, alongside our newly formed prostate and breast cancer support groups. These groups are provided in person, online or both.

Our monthly social morning provides an important opportunity for people to meet and connect in a community with a common experience to chat together, reduce isolation and get peer and professional support as needed.

Physical

There is a lot of research to show the importance of exercise for people with cancer, including how beneficial it is during chemotherapy and radiotherapy treatments. After a period online, we are delighted to start providing some classes in-person once again.

Yoga classes have now recommenced at our centre. We are fortunate to have teachers who have specialised in yoga for people affected by cancer. This opportunity for people to engage safely and appropriately with gentle yoga is important to help calm body and mind. Our Yoga for Men course continues to be popular, as do our Get Active classes.

Move Dance Feel continues to be an important part of the Paul's service. It demonstrates the health benefits of dance, its creativity, and the way in which it fosters a sense of community among participants.

"...online Move Dance Feel classes were a social lifeline. An oasis of creativity, movement, mindfulness, connection and calm".

Online Support

Since the beginning of the pandemic, we have offered services online and this has proved particularly successful. We know that we can reach more clients in areas outside of our traditional catchment and that is particularly exciting for us as we know the need for our support is so great. We will continue with a hybrid approach to our support so that we can continue to help as many people as possible.

Our Headline Achievements

During 2021-2022, Paul's:

Supported 337 clients
Supported 106 new clients

Coming out of the national lockdown has enabled the number of people accessing our services to expand once again. We have had a twofold increase in new clients since the previous year (which included the start of the pandemic).

Overall, clients rated Paul's Cancer Support services as:

Excellent (86.6%) or Good (9.2%)

There were no ratings for fair or poor and only 4% of clients did not give a rating.

Extending our Reach by 11.5%

Thanks to our rapid adjustment to an online approach during the pandemic, we have increased our reach to people who live outside Wandsworth and the surrounding boroughs by 11.5%. We intend to continue to grow this reach in the coming year.

Increase in clients accessing our therapies, healthy lifestyle and wellbeing events by 20%

We had a 20% increase in clients accessing our complementary therapies, psychological support, exercise and other healthy lifestyle and wellbeing events.

Some feedback from our clients:

"I have been able to care for me and my flat mate - who has cancer - much better. I have felt less alone and sad thanks to Paul's." (Hypnotherapy client)

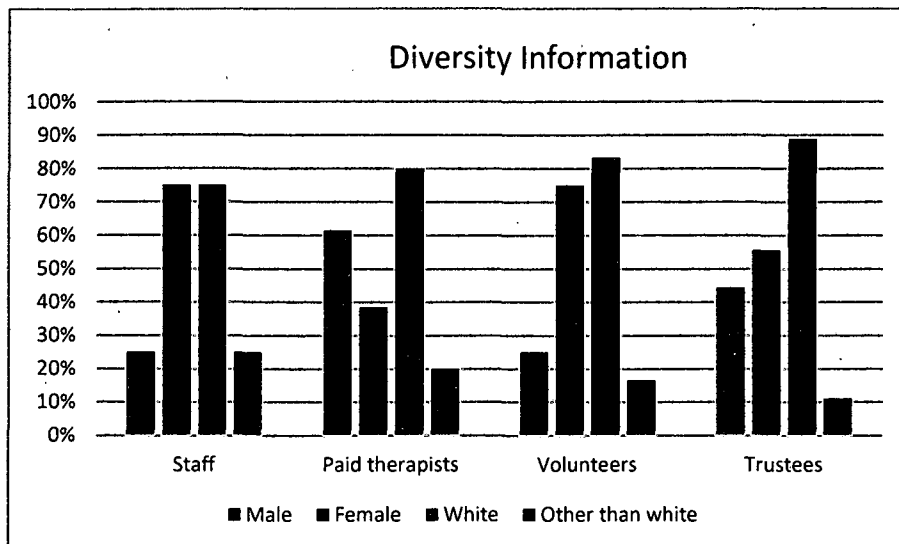
Our Volunteers

Our volunteers are the bedrock of our organisation - without them we would not be able to open our centre and deliver our services. Every year they donate around 2200 hours to Paul's and we are immensely grateful for all they do. Our volunteers actively support us in so many ways - greeting and supporting clients when they first arrive at our centre, answering enquiries, ensuring the smooth running of our client booking system and providing reports on our activity, liaising with clients by phone and email and ensuring the smooth running of our centre, as well as providing services. Many of our volunteers give Paul's their time outside of their own therapeutic practices as therapists and practitioners.

Our most sincere and grateful thanks to all of them.

Our Commitment to Equality, Diversity, and Inclusion

At Paul's we believe that everyone has the right to be treated with dignity and respect and we are determined to remove any barriers to accessing our service, seeking our support, progressing within our staff team, or volunteering with us.



Paul's service is for *everyone* with a cancer diagnosis in our culturally diverse community. We believe in the important of equality, diversity, and inclusion in *all* that we do and we have made the following commitments:

Ensuring a learning culture at Paul's We will continue to educate our board and team about these important issues and listen to colleagues and clients from under-represented communities who are willing to share their experiences in general and experiences of accessing our services to improve how we work.

Being transparent We will ensure that our Annual Report provides a full and fair reflection of the diversity in the staff and volunteer team and also of our clients.

Ensuring that vacancies for board positions, staff members and volunteers are open to as many people as possible from across our community.

We recognise that a diverse workforce allows us to provide the best support for people affected by cancer. Our decisions on recruitment, selection, and career development will be based on clear, objective, and transparent criteria.

We will show respect for all our employees and volunteers, valuing each individuals' contribution, regardless of their age, gender, gender identity, sexual orientation, marital status, civil partnership status, disability, nationality, race, religion, or belief. We are committed to providing equal opportunities for all employees and volunteers.

We will adhere to the advice of Charity So White, Show the Salary, and other key campaigning groups focusing on diversity and inclusion from across the charity sector.

We will never offer unpaid internships and we will not require a degree as a prerequisite for any paid or volunteer position.

Delivering our key strategic aims involving issues of diversity and inclusion particularly:

- Improving our knowledge and understanding of the barriers experienced by some members of the African Caribbean and Asian community in accessing and seeking support for their cancer diagnoses
- Continuing to grow the membership of our support groups from our diverse population
- Launching of our breast cancer and prostate cancer support groups in early 2022
- Encouraging diversity with staff, trustee and volunteer recruitment

Support and Thanks

We would like to extend our sincere thanks to the trusts, foundations, companies, event organisers and individuals who have supported Paul's during the year and recognise the tremendous contribution of our staff and volunteer team, practitioners, and therapists without whom our vital work would not be possible.

In 2021-22 our charitable trust, foundations and corporate donors were:

AbbVie
Ann Rylands Small Donations (Sir Jules Thorn Trust)
Arcadia Group PLC
Argenta Group
Arnold Clark Community Fund
Bank of England
Booker Group
Chartered Accountants' Livery Company
Clothworkers' Foundation
Groundwork UK
Capita
Co-operative Local Community Fund
Fitton Trust
Fitch Group
Garfield Weston Foundation
George John and Sheliah
Hospital Saturday Fund
KLAR Partners
Marie Helen Luen Charitable Trust
Persula Foundation
Peter Stebbings Memorial Charity
Postcode Society Trust
Soring 19 Trust
Travers Smith Foundation
Waitrose, Old Brompton Road
Walter Lees Foundation
Will Charitable Trust
Wimbledon Foundation

The trustees, who are also the Directors of the company, present their report and the financial statements for the period up to and including 31 March 2022.

The report and the financial statements have been prepared in accordance with the statutory requirements of the Statement of Recommended Practice: Accounting and Reporting by the Charities SORP FRS102, the Charities (Accounts and Reports) Regulations 2008 and the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Elizabeth Aram (Joint Chair)	Resigned	24 August 2022
Kerena Richards (Chair)		
Roya Aram	Resigned	1 July 2021
Elspeth Cox		
Kathryn Cox		
Marcus Durst		
Peter Ostacchini	Resigned	16 May 2022
Victoria Patricks	Resigned	14 February 2022
Tricia Smikle		
Beverley van der Molen	Resigned	5 November 2021
Paul Wood	Resigned	16 May 2022
Matthew Way		
Sarah Wilton	Resigned	5 November 2021

Registered Company number

06802920 (England and Wales)

Registered Charity number

1128295

Registered Office

Battersea Central Mission Building
20-22 York Road
London
SW11 3QA

Independent Examiner

FJ Wilde, FCCA, DChA, MBA
Warner Wilde Limited
4 Marigold Drive, Bisley
Surrey
GU24 9SF

Banker

The Co-operative Bank plc
PO Box 250
Delf House
Skelmersdale
WN8 6WT

FINANCIAL REVIEW

The financial statements for the year are set out on pages 15 to 23. They have been prepared in accordance with the accounting policies set out on pages 17 and 18 and comply with its constitution and applicable law.

Summary

As with the previous year, the activities of the charity were severely affected by Covid-19 which continued to have an impact on income generation and caused expenditure on services to fall. In all, a total deficit of £27,376 was realised (2021: £71,562 surplus) which brought total reserves down to £194,251 (2021: £221,627).

Total income for the financial year amounted to £206,651 (2021: £309,444), a significant decrease of £102,793 realised the previous year. Last year, a one-off legacy of £125,000 was received compared to £20,000 receivable in 2022. This was largely the cause of reduced unrestricted income of £175,286 (2021: £275,795). Restricted income was near consistent at £31,365 (2021: £33,649).

The cost of the provision of services fell to £151,931 (2021: £174,251), of which £121,222 was funded from unrestricted funds (2021: £149,095).

The cost of raising funds increased to £82,096 (2021: £63,631) with the inclusion of a marketing consultancy role which also, manages online content and social media, promoting the charity's services.

With no statutory funding available, there has been a continued focus on building relationships with trusts and foundations. This is a very competitive environment which generated income of £108,665 (2021: £124,106). Another focus has been corporate relationships within the local community of Wandsworth. These relationships generated £30,174 of income (2021: £14,133).

In February 2020 we were named as a residuary beneficiary entitled to 12.5% of an estate, which was valued at £1,393,561 for probate purposes. We received £125,000 last year and have accrued £20,000 as a prudent estimation of the balance due in the current financial year. This has yet to be paid over.

We are very grateful for the generosity and support of all our donors who have given funding to support our project work. A full list of our major funders for 2021/22 is given in our Services Review for this year.

Restricted income

Funding totalling £31,365 from several individual charitable trusts and other sources enabled us to continue providing our Talking Therapies services whilst broadening our range of Wellbeing activities in person and virtually.

Due to the vulnerable nature of our clients, we suspended our Home Visiting Service in March 2020.

Unrestricted income

Unrestricted income continues to be an essential part of the Centre's funding and we are especially grateful to all those who provide funding in unrestricted form. Such monies supplement our restricted funds and provide the essential management and administration of the Centre without which the Centre could not operate. In total, unrestricted income in the year amounted to £175,286 (2021: £275,795).

A variety of community-based events and sponsored challenges undertaken with the help of our staff, volunteers and supporters raised a total of £19,645 (2021: £15,951) which contributed substantially to our income for this year. We are most grateful to all our supporters and volunteers who donated their time,

skills and energy to make these events a success.

Operating costs

Our total expenditure in the year was £234,027 (2021: £237,882). Of the Centre's total costs, approximately 48% (2021: 55%) are salary costs and 12% (2021: 11%) are premises costs, which includes the provision of rooms for counselling and other therapies. Our services could not be delivered without the essential support provided by our staff team and the premises from which operate. We are conscious of the need to keep support costs (those costs not incurred directly to deliver services) at a low level without affecting the levels of service and care that we want to provide to our clients. Our financial results do not include the impact of our volunteers – their support is a tremendous help in providing our services and keeping our costs down. In the year, we benefited from the services of 24 volunteers and Five employees on a full-time equivalent basis.

Reserves policy

In accordance with Charity Commission guidelines, the Trustees have considered the level of reserves which it is appropriate for the Centre to hold. In particular, the Trustees have considered the timing of the Centre's income and expenditure, as well as the imperative that the Centre should be able to continue to meet its charitable objectives in the short term in the event of a temporary shortfall in fundraising income.

It is therefore essential that the Centre has a cushion of reserves against such contingencies. The Trustees have decided that the objective of the Centre is to maintain unrestricted funds at a level which represents not less than three, and not more than six, months of unrestricted expenditure, bearing in mind any committed income for the coming year. As of 31 March 2022, the Centre's unrestricted reserves were £165,687 (2021: £193,719) which represented almost 10 months cover. This is temporarily above the stated policy due to the impact of receiving a large legacy last year. This excess will be spent down during 2022-23 and it is expected that reserves will fall within the desired range then.

GOVERNANCE REVIEW

Constitution, Objects and Articles of Association

Paul's Cancer Support is a company limited by guarantee and a registered charity. It is governed by its Articles of Association, which set out the charity's powers and authorities.

The objects of the charity are to promote good health and wellbeing whilst providing information, support, therapies and education to people affected by cancer and their families.

Board of Trustees

The Trustees, who are also the directors and sole legal members of the company, who served during the year and since the year end are set out on page 9. New Trustees are appointed by the Board of Trustees and serve for a period of three years after which they may seek re-appointment. The Trustees meet, as a non-executive body, at least quarterly and there is a Finance, Fundraising and Risk Committee, chaired by the Treasurer, which also meets at least quarterly to assess the financial situation of the Centre and its future funding. This committee reports to the full Board of Trustees.

Responsibility for the day-to-day management of the Centre rests with its senior management team, although the Trustees reserve certain major matters for their decision. These matters include the approval of the annual business plan and strategy, approval of the Centre's budget, monitoring of financial

performance and agreeing the fundraising strategy. The Board is also responsible for approving new senior posts and for reviewing the performance of the senior management team.

The Board of Trustees seeks to have a balance of skills and experience, including in general management, finance, charity governance, service delivery, the National Health Service and experience of cancer.

During the previous year, the Board recruited and inducted three new Trustees which has added to the breadth and depth of skills on the Board of Trustees. It also appointed two joint Chairs on an interim basis whilst a permanent Chair was sought. Since then, seven Trustees resigned, including a joint Chair. The Board is now actively recruiting to appoint a permanent Chair and replacement Trustees.

Management

The Trustees delegate day to day management of the Centre to its senior management team. During the year we recruited permanent staff to the roles of Chief Executive, Finance and Operations Manager and Fundraising Manager who together comprise the senior management team. Since the year end, we appointed a Services Manager. This full-time role is the operational lead and completes the senior management team. The Board formally reviews the overall effectiveness of the management structure every year as part of the budget setting process for the next year.

Strategy

Following a virtual Board Strategy Away Day in February 2021, the Board approved a strategy for 2021-2024. The strategy sets out our vision, mission and values and four key goals for the next three years.

Response to COVID-19 pandemic

National lockdowns during the year forced closures of the Centre however, as many services were offered virtually as possible, especially Talking Therapies and Wellbeing activities. The Home Visiting Service remains suspended with telephone and virtual support taking its place.

Public benefit

From 1 April 2008 the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The Trustees confirm that due regard has been paid to Charity Commission guidance on public benefit. This guidance states that there are two key principles to be met in order to show that an organisation's aims are for the public benefit. Firstly, there must be an identifiable benefit and secondly, the benefit must be for the public or a section of the public.

The Trustees are satisfied that the aims and objectives of the charity, and its activities, meet these principles.

Risk management

The Trustees have examined the major strategic and operational risks which the charity faces and, as of August 2022, identified a downturn in client referrals, failure to secure sufficient fundraising income to support the fixed cost base, effectiveness of staff structure and failure to recruit, retain and develop volunteer practitioners as the most significant risks facing the charity. The Trustees are satisfied that appropriate mitigating actions are in place to manage our exposure to significant risks as far as possible.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and 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:

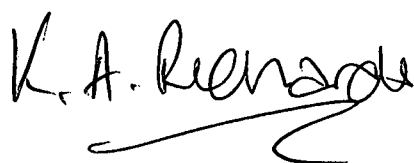
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that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

Independent Examination

We have appointed Frances Wilde of Warner Wilde Limited as the Independent Examiner of our financial statements. A resolution will be proposed at next Board of Trustees meeting that Frances Wilde be re-appointed as the Independent Examiner to the Centre for the ensuing year. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'K. A. Richards', with a long, sweeping underline.

Kerena Richards, Chair
14 November 2022

REPORT OF THE INDEPENDENT EXAMINER FOR THE YEAR ENDED 31 MARCH 2022

I report on the accounts of the Charity for the year ended 31 March 2022 which are set out in the Statement of Financial Accounts, the Balance Sheet and the supporting notes.

Respective responsibilities of the Trustees and the Independent Examiner

The Charity's Trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Association of Charity Examiners.

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 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

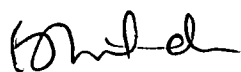
Basis of the Independent Examiner's report

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

Independent Examiner's statement

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

- a) accounting records have not been kept in accordance with Section 386 of the Companies Act 2006;
- b) the accounts do not accord with such records;
- c) that they fail to comply with the relevant accounting requirements under section 396 of the Companies Act of 2006 or are not consistent with the Charities SORP (FRS102); or
- d) any matter which the Examiner believes should be drawn to the attention of the reader to gain a proper understating of the financial statements.



FJ Wilde, FCCA, DChA, MBA
Warner Wilde Limited
4 Marigold Drive
Bisley
Surrey GU24 9SF

5 December 2022

Statement of Financial Activities
(incorporating an income and expenditure account)
for the year ended 31st March 2022

	Note	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2022	2022	2022	2021	2021	2021
		£	£	£	£	£	£
Income	2						
Donations and legacies		47,959	-	47,959	155,035	-	155,035
Trusts and companies		107,474	31,365	138,839	104,590	33,649	138,239
Trading activities		19,847	-	19,847	16,040	-	16,040
Investment income		6	-	6	130	-	130
		175,286	31,365	206,651	275,795	33,649	309,444
Expenditure	3						
Raising funds		82,096	-	82,096	63,631	-	63,631
Charitable activities		121,222	30,709	151,931	149,095	25,156	174,251
		203,318	30,709	234,027	212,726	25,156	237,882
Net (expenditure) / income		(28,032)	656	(27,376)	63,069	8,493	71,562
Transfer between funds		-	-	-	64,999	(64,999)	-
Net movement in funds		(28,032)	656	(27,376)	128,068	(56,506)	71,562
Total funds brought forward		193,719	27,908	221,627	65,651	84,414	150,065
Total funds carried forward		165,687	28,564	194,251	193,719	27,908	221,627

The Statement of Financial Activities includes all gains and losses recognised during the year.

All income and expenditure arise from continuing activities. Support costs are not allocated to charitable activities, unless specifically included in the terms of the grant, and are funded by unrestricted income.

Balance Sheet
as at 31st March 2022

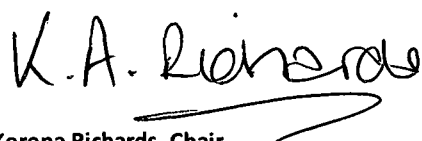
	Note	2022 £	2022 £	2021 £	2021 £
Fixed Assets					
Tangible assets	5		<u>5,880</u>		<u>1,424</u>
Current assets					
Debtors and prepayments	6	22,423		14,170	
Cash at bank and in hand		180,712		218,002	
		<u>203,135</u>		<u>232,172</u>	
Creditors					
Amounts falling due within one year	7	(14,763)		(11,969)	
Net current assets			<u>188,372</u>		<u>220,203</u>
Net assets			<u><u>194,252</u></u>		<u><u>221,627</u></u>
Charity funds	10				
Unrestricted Funds			165,688		193,719
Restricted funds			<u>28,564</u>		<u>27,908</u>
Total Funds			<u><u>194,252</u></u>		<u><u>221,627</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022. The members have not required the company to obtain an audit of its financial statements in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006; and
- preparing financial statements which give a true and fair view of the state of affairs of the 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 company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies. The financial statements were approved by the Board of Trustees and signed on its behalf by:



Kerena Richards, Chair
14 November 2022

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies

Basis of preparing the financial statements

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently.

Accounting convention

The financial statements have been prepared under the historical cost convention, the Companies Act 2006, Financial Reporting Standard FRS102 and the Charities SORP.

The Trustees consider it appropriate to prepare the accounts on a going concern basis.

Financial Reporting Standard Number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the charitable company qualifies as a small charitable company.

Income

Income, including donations, gifts and grants that provide core funding or are of a general nature, is recognised where there is entitlement, probability of receipt and the amount can be measured with sufficient reliability. Such income is deferred and recognised in future accounting periods when or to the extent that either the grant or donation is for use in future accounting periods, or the donor has imposed conditions which must be met before the charitable company has unconditional entitlement. Legacies are included when the date of probate is ascertained, and the amount receivable can be reliably estimated. Donations include an estimate of the related gift aid due thereon.

Expenditure

Expenditure is included on an accruals basis, inclusive of VAT which cannot be recovered. Resources expended are allocated to the particular activity where the costs relate directly to that activity. In previous years, the cost of overall direction and administration of each activity, comprising salary and overhead costs, was apportioned based on an estimate of staff time allocable to each activity. Given the size of the Centre and the small number of part time staff employed, this is not considered an efficient use of the charity's time and resource. Accordingly, all overhead expenditure, including fundraising costs and costs associated with the management and administration of the charitable company are now charged to unrestricted funds, unless specifically allowed under the terms of the grant. Governance costs comprising the independent examiner's fee and expenses for Trustees' meetings are also charged to unrestricted funds. The prior year figures have been restated to show this change.

The support costs are vital to the efficient functioning of the Centre and ensure that we can deliver our services in a timely and effective manner. The Trustees believe that identifying these costs separately will enable the senior management team to focus on keeping these core costs under control and ensure that they are funded from suitable sources.

Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the company without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure that meets these criteria is charged to the fund, together with any management and support costs if specifically funded. Any other costs associated with a project which has partial restricted funding are charged to unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

Volunteer policy

A significant amount of time is donated free of charge by volunteers for the company's activities. It is not possible to quantify the value of time given and accordingly it is not recorded as donated income or as an expense in the financial statements.

Pension costs and other postretirement benefits

The company operated a workplace pension scheme during the year. Contributions payable to pension schemes are charged to the Statement of Financial Activities in the period to which they relate.

Tangible fixed assets

Tangible fixed assets are stated at cost, less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of the asset over its expected useful life, which is calculated as 5 years.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2. Income

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations and legacies						
Donations	27,959	-	27,959	30,035	-	30,035
Legacies	20,000	-	20,000	125,000	-	125,000
	47,959	-	47,959	155,035	-	155,035
Trusts and companies						
Trusts	77,300	31,365	108,665	90,457	33,649	124,106
Companies	30,174	-	30,174	14,133	-	14,133
	107,474	31,365	138,839	104,590	33,649	138,239
Trading activities						
Events	19,645	-	19,645	15,951	-	15,951
Other income	202	-	202	89	-	89
	19,847	-	19,847	16,040	-	16,040
Bank interest	6		6	130		130
Total income	175,286	31,365	206,651	275,795	33,649	309,444

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

3. Expenditure

On raising funds:

	2022	2021
	£	£
Staff costs	25,964	25,695
Fundraising costs	53,544	37,155
Fundraising events costs	2,588	781
	82,096	63,631

On charitable activities:

	Direct staff costs	Direct project costs	Total	Direct staff costs	Direct project costs	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Home visiting	-	-	-	5,862	1,639	7,501
Talking therapies	11,558	9,153	20,711	-	7,387	7,387
Volunteer coordination	17,253	1,945	19,198	12,684	271	12,955
Wellbeing	15,057	10,194	25,251	33,394	8,587	41,981
	43,868	21,292	65,160	51,940	17,884	69,824

On support costs:

	2022	2021
	£	£
Support staff costs	44,417	39,856
Interim management fees	-	27,200
Premises	27,624	23,181
Office expenses	8,893	9,521
Insurance	1,626	872
Independent examiner's fees	1,148	1,984
Governance	1,794	-
Depreciation	1,163	-
Other costs	105	1,813
	86,770	104,427

PAUL'S CANCER SUPPORT CENTRE
REGISTERED COMPANY NUMBER 06802920 (ENGLAND AND WALES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

4. Staff costs

	2022	2021
	£	£
Wages and salaries	104,468	102,667
Employer's National Insurance	3,601	3,370
Pension contributions	1,870	1,725
Recruitment and other staff costs	3,017	9,729
	112,956	117,491

The Centre made matching contributions up to a maximum of 3% of salary to an independently managed and administered defined contribution stakeholder pension scheme in respect of all employees.

No employee received remuneration exceeding £60,000 during the year (2021: none)

The remuneration of the key management personnel was £78,673 (2021: £57,761). This includes the Chief Executive, Finance and Resources Manager, Fundraising Manager and Services Manager.

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

	2022	2021
Direct charitable work	3	3
Administration, governance and fundraising	2	2
	5	5

No remuneration was paid and no reimbursements of expenses were made to Trustees (2021: none).

5. Tangible fixed assets

	Office furniture	Computer equipment	Total
	£	£	£
Cost	1,424	-	1,424
Additions	-	5,619	5,619
	1,424	5,619	7,043
Depreciation			
Brought forward	-	-	-
Charge for the year	285	878	1,163
	285	878	1,163
Net book value			
At 31st March 2021	1,424	-	1,424
At 31st March 2022	1,139	4,741	5,880

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

6. Debtors

	2022	2021
	£	£
Accrued income	20,459	6,988
Gift aid recoverable	564	5,079
Prepayment	1,400	2,103
	<u>22,423</u>	<u>14,170</u>

7. Creditors

	2022	2021
	£	£
Amounts falling due within one year		
Accrued expenditure	3,400	4,777
Deferred income	-	-
Taxation and social security costs	1,901	1,787
Trade creditors	8,188	5,016
Other creditors	1,274	389
	<u>14,763</u>	<u>11,969</u>

8. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Fixed assets	2,977	2,903	5,880	1,424	-	1,424
Current assets	177,474	25,661	203,135	204,264	27,908	232,172
Current liabilities	(14,763)	-	(14,763)	(11,969)	-	(11,969)
	<u>165,688</u>	<u>28,564</u>	<u>194,252</u>	<u>193,719</u>	<u>27,908</u>	<u>221,627</u>

9. Related party transactions

There were no related party transactions during the year (2021: none).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

10. Statement of funds

In the following table, incoming resources from restricted funds represent the specific funding received for each of the services concerned.

	B/forward 1st April 2021	Incoming resources	Outgoing resources	As at 31st March 2022
	£	£	£	£
Restricted funds				
Home visiting	-	-	-	-
Talking Therapies	12,293	1,600	8,683	5,210
Volunteer Coordination	2,182	5,000	7,182	-
Wellbeing	13,433	20,265	13,247	20,451
Equipment grant	-	4,500	1,597	2,903
	27,908	31,365	30,709	28,564
Unrestricted funds				
General fund	193,719	175,285	203,316	165,688
Total funds	221,627	206,650	234,025	194,252

Purpose of restricted funds

Talking therapies	The provision of counselling (one to one, couples and psychosexual counselling) and hypnotherapy services. These can be in person at our Centre or virtual. The funds are to cover the costs of the professional practitioners, who normally charge a lower than market rate for their services.
Volunteer coordination	The coordination of our volunteers. The funds cover the staff costs of volunteer coordination, together with any related recruitment, training, monitoring and evaluation expenses.
Wellbeing	The provision of regular events and activities, touch therapies and self management programmes designed to help and encourage people (and their carers) living with and beyond cancer to adopt a healthier, more active, lifestyle; gain respite through complementary therapies; form new friendships and social connections; and learn new skills and develop new resources. These can be in person at our Centre or virtual. The funds cover the costs of the professional practitioners, related expenses of running the events and activities and any volunteer expenses/ counselling supervision. The funds are also used to cover some of the costs of the two staff members who coordinate these events and activities.

Plans for restricted funding

We plan to continue to raise funds to cover the costs of the professional practitioners for counselling and hypnotherapy. We intend to continue to raise funds to cover the cost of the volunteer coordination and related costs so that our volunteers can deliver the many aspects of the offerings that the Company provided. For Wellbeing activities we hope to seek specific funding for those activities, together with the salary costs of the staff directly connected with delivering those services.

11. Company Limited by Guarantee

The charity is a company limited by guarantee registered with Companies House and the Charity Commission in England and Wales.

The registered office is: Battersea Central Mission Building, 20-22 York Road, London, SW11 3QA

Each member has a maximum potential liability of £1 in the event of the company being wound up.