
AMMF
THE ALAN MOREMENT MEMORIAL FUND

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022

Charity number: 1091915

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ALAN MOREMENT MEMORIAL FUND

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 JANUARY 2022

Trustees	N Corrigan, Chair G C Corrigan T P Morement H Corrigan
Charity registered number	1091915
Principal office	Enterprise House Bassingbourn Road Stansted Essex CM24 1QW
Accountants	Haslers Chartered Accountants Old Station Road Loughton Essex IG10 4PL

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 JANUARY 2022

The trustees present their report with the financial statements of the charity for the year ended 31 January 2022. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

When AMMF was founded in the UK and registered with the Charity Commission in 2002, it was the world's first charity dedicated solely to cholangiocarcinoma (bile duct cancer). It remains the UK's and Europe's only dedicated cholangiocarcinoma (CCA) charity.

AMMF is wholly committed nationally and internationally to tackling this devastating cancer on all fronts and, ultimately, to help find a cure, through:

- **Support** - Providing information to individuals or groups to support a patient or loved one along their journey
- **Empowerment** – Empowering patients and their loved ones to advocate for themselves, seek better care, new treatment options and second opinions
- **Access** – Advocating for patients to ensure they have access to the latest treatment options and a minimum standard of care appropriate to them
- **Awareness** – Raising awareness of cholangiocarcinoma to support earlier diagnosis, fair and equal access to treatments, including new treatment approaches
- **Research** – Encouraging and supporting continued research into causes, diagnostics, and new treatment options for those with cholangiocarcinoma
- **Policy** – Ensuring health care policies reflect the needs of those with cholangiocarcinoma

Cholangiocarcinoma is under-represented and under-funded across all areas, including policy, services, and research. It is a poorly understood and under researched disease which is increasing in incidence not only in the UK but throughout the world. Lack of awareness and the difficulties of achieving clear and accurate diagnosis, mean that most are at an advanced stage and inoperable at time of diagnosis.

Surgery remains the only potentially curative treatment - there is palliative chemotherapy and there are a growing number of clinical trials, in particular investigating targeted therapies and immunotherapy - but a diagnosis of inoperable cholangiocarcinoma remains invariably fatal, and this is a situation that has not changed in decades. AMMF is committed to working to change this scenario and strongly believes international collaboration is the way forward.

Resolute in bringing about improvement for the cholangiocarcinoma patient, AMMF continues to work closely with patients and their carers, clinicians, healthcare professionals, researchers, and policy makers, as well as actively collaborating globally.

During the year 2021, despite the continuing limitations brought about by the ongoing COVID-19 pandemic, the charity continued its advocacy work, especially in helping cholangiocarcinoma patients navigate their way to continue essential treatments wherever possible.

AMMF's MISSION

A world improved for the cholangiocarcinoma patient by the sharing of knowledge across the healthcare and research communities and with the family of affected people across the globe.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

AMMF's VISION

A world where people can live their lives free of cholangiocarcinoma (CCA) as a life-threatening disease.

Raising Awareness

Cholangiocarcinoma Data Analysis Project

Lack of robust data for cholangiocarcinoma has long been seen by AMMF as a major reason why there is so little awareness of this cancer, and so little progress. Robust data are essential to drive policy, to encourage research funding, to stimulate interest, and so much more.

Working towards rectifying this, Helen Morement, CEO of AMMF, along with Professor Shahid Khan, a hepatologist, and Professor Mireille Toledano, an epidemiologist, both of Imperial College London, prepared a cholangiocarcinoma data project proposal which was submitted to and accepted by the National Cancer Registration and Analysis Service (NCRAS) and PHE (Public Health England) and, in 2019, AMMF entered into a partnership with NCRAS and PHE, employed a data analyst specifically for this work, and the project began.

The pandemic has caused a number of delays, so the CCA data project is ongoing. After PHE completed the first part of the project, rather than directly employ another analyst, during the latter part of 2020 AMMF placed the project with the agency HDI (Health Data Insight/Public Health England). HDI have continued the work and liaise with PHE on AMMF's behalf. This project continued throughout 2021 and into 2022.

Dr Sophie Jose, Senior Analyst at HDI, presented some of the early findings at AMMF's conference in May 2021, one of which is the disturbing fact that 50% of those receiving a diagnosis of cholangiocarcinoma in England receive no treatment at all. Other key points the data project has uncovered include:

- Rates of CCA are continuing to increase year on year.
- Survival continues to be very poor (median survival still only 4 months).
- There is marked regional variation in incidence and mortality around the country, which has persisted and even worsened over time.
- Overall survival seems to be significantly lower in the most deprived.
- The most common route to diagnosis for cholangiocarcinoma remains the emergency route, which emphasises the poor rate of early diagnosis and the late presentation of this disease.

In March 2021, AMMF's CEO Helen Morement was able to refer to some of the findings from the first part of the project in an interview for the online Guardian, which resulted in an article, "A ticking time bomb? The rare liver cancer on the rise in younger people" which appeared as part of their Rare Diseases campaign:
<https://www.healthawareness.co.uk/rare-diseases/a-ticking-time-bomb-the-rare-liver-cancer-on-the-rise-in-younger-people/>

It is hoped the CCA data project will reach completion ready for publication during 2022, and AMMF believes the final outcome will answer many of the questions there currently are relating to the epidemiological trends of cholangiocarcinoma, and will help in the charity's work towards better recognition for this cancer and an improved situation for all those diagnosed with it.

AMMF's Virtual Cholangiocarcinoma Conference 2021

In 2021, because of the ongoing uncertainties and travel limitations of the pandemic, the decision was taken to hold AMMF's annual cholangiocarcinoma conference as a virtual event for the first time. On 13–14 May 2021 AMMF brought together an expert faculty and speakers to deliver an online event which had a specific UK and European focus.

The conference was open for all with an interest in CCA, including specialists, scientists, researchers, patients and carers. A total of 620 delegates from six continents registered, and over the two days 26 presentations were delivered, plus 10 live Q&A sessions. Throughout both days, health care professionals were able to visit a virtual

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

poster hall to see and hear 17 poster presentations, and also visit the virtual exhibition hall to meet AMMF's sponsors, supporters and representatives of fellow CCA societies from around the world.

As well as presenters from across the UK and Europe giving updates on treatments and clinical trials, there were presentations giving international insights from China and Southeast Asia.

Scientific updates were delivered by researchers from six of the projects funded by AMMF and these, as well as the scientific updates on experimental modelling, shone a light on the efforts that are being made to understand the complexity of CCA and to develop new diagnostic tools and therapies which will hopefully lead to improved patient outcomes.

All the conference sessions were recorded and remain available to view via AMMF's website.

AMMF's European Language Website

AMMF is committed to supporting those with cholangiocarcinoma and, living in a multicultural, multilingual society, it was decided to provide translations of generic sections of AMMF's existing, main website to give all those with CCA the support they need and deserve through greater access to the information and resources AMMF provides.

Developed throughout 2021, at the start of 2022 AMMF was delighted to announce the launch of a companion website available in 8 European languages – Spanish, French, German, Italian, Polish, Portuguese, Danish, Finnish. www.ammf-eu.org

The Global Cholangiocarcinoma Alliance

Building on the foundation of three successful annual World Cholangiocarcinoma Days, a venture which was initially an AMMF-instigated initiative, The Global Cholangiocarcinoma Alliance (GCA) was established at AMMF's international workshop held in London in 2018. This Alliance aims to provide a united voice through international collaboration, to seek further ways to drive awareness and education globally, and to address the current challenges in cholangiocarcinoma.

Since that time, and throughout 2021, AMMF continued to work with the agency Scientific Education Support (SES), acting as the not-for-profit partner as the work towards formalising a governance structure and the formation of an international steering committee was completed.

The International steering committee provided direction and content recommendations for all aspects of the Global Cholangiocarcinoma Alliance during 2021, and the agency SES partnered with them in a comprehensive portfolio of initiatives, including the annual World Cholangiocarcinoma Day and the development of a dedicated website, designed to provide the global cholangiocarcinoma community with a platform on which to build links and exchange knowledge in order to raise the global awareness of CCA and improve the education of both healthcare professionals and patients.

During 2021, because of the ongoing pandemic, all meetings of the GCA were held virtually. globalccaalliance.com

AMMF Patient Advisory Roundtables – “Beyond the diagnosis – the impact of CCA”

In order to discuss with patients in a structured way what the 'unseen' impact a diagnosis of CCA has on their lives, and to learn what areas of unmet needs there are which could help steer some of the charity's future work, AMMF held two patient advisory roundtables during the year, one in July and another in November. These resulted in several insightful findings, some of which have been used to produce information for patients on nutrition, and on molecular profiling. These resources are now available in hard copy and to download from AMMF's website.

Public Benefit

In forming the charity's objectives and planning the activities, the trustees have considered the Charity Commission's guidance in respect of public benefit.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

ACHIEVEMENT AND PERFORMANCE

Although AMMF remains committed to supporting research into cholangiocarcinoma, because of the uncertainties surrounding income streams during the ongoing pandemic, the board decided not to open to new research funding applications during the year 2021.

Many existing awardees asked for no cost extensions because labs had been closed during the pandemic, resulting in delays to finalizing research work.

During 2021 the following payments were made re existing awards:

University of Oxford - £8,389.77 (4th instalment) was paid in November 2021 in respect of an award of £90,000 agreed in May 2018 to be given in 4 instalments to fund Dr Shijie Cai's work re an integrated proteomic and metabolomics approach to investigate the role of ubiquitin-specific protease 22 and its responsive pathways in cholangiocarcinoma.

University of Nottingham – £12,508.04 was paid in August 2021, in respect of the 2nd and final instalment of an award of £28,750.29 agreed in June 2020, to be given in two instalments to fund consumables and technical support for Dr Isioma Egbuniwe's work on "Interleukin 17 (IL-17) in Tumour Lymphangiogenesis in Cholangiocarcinoma".

University of Leeds – a total of £18,931.83 was paid during the year 2021 - 2022 against invoiced actual consumable spend (February 2021: £1,132.83, April 2021: £7,698.83, July 2021: £3,933.04, November 2021: £4,742.30, January 2022: £1,424.03) in respect of an award of £45,000 which was agreed in July 2018 to be given over three years, to fund consumables required in the work of Dr Stephen Griffin on virus-driven intrahepatic cholangiocarcinoma.

Donostia University Hospital, Spain - £10,964.95 (2nd instalment) was paid in Euros in September 2021 in respect of an award of £32,048.00 agreed in 2019 to be given in 3 instalments to fund Dr Jesus Bañales's work on the role of the transcription factor KLF5 in the etiopathogenesis of cholangiocarcinoma, a new diagnostic, prognostic and therapeutic strategy.

AMMF's External Activities

The charity is recognized widely, nationally and internationally, amongst both the general public and within medical circles, for its work in the field of cholangiocarcinoma, and is frequently invited to become part of study groups and advisory boards, for example, the working group for Liver Transplantation for Cholangiocarcinoma, and the executive committee of Cholangiocarcinoma-UK.

AMMF is also a member of the European Network for the Study of Cholangiocarcinoma (ENS-CCA), an association of research groups from across Europe and beyond, actively working on basic, translational, and clinical research into cholangiocarcinoma, and the charity's CEO is chair of the ENS-CCA Patient Advocacy Committee.

AMMF continues to be an active member of Cancer52, the alliance of rare and less common cancer organisations, which provides "the common voice for less common cancers". AMMF's CEO, Helen Morement was appointed a board director of Cancer52 in 2014, and has continued in this role since then, during 2021 attending board meetings and general meetings virtually. Through this membership, the charity is enabled to have a presence and a voice within every national cancer initiative. AMMF's trustees see this role as providing an opportunity to work more closely with this increasingly influential organisation, and in identifying priority challenges and opportunities for all those in the rare and less common cancers community.

Late in 2020, AMMF was requested by NICE (National Institute for Health and Care Excellence) to put forward representatives to provide an appraisal of a targeted agent for the treatment of those with cholangiocarcinoma. AMMF's CEO provided a written statement and in April 2021, along with a CCA patient, attended a virtual NICE appraisal committee meeting where both gave verbal statements in support of this treatment. The treatment, pemigatinib, has now received NICE approval and is the first targeted therapy for those with cholangiocarcinoma

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with an FGFR2 fusion. Importantly, this decision opened the door to molecular profiling for all diagnosed with this challenging cancer.

With all overseas and UK conferences and face to face meetings cancelled, these were replaced wherever possible by virtual events. During the year, AMMF attended and presented at a number of these virtual events, including DIA Europe, the UK Oncology Forum conference and ESMO World Congress.

Information for those who need it, and providing patient information during the pandemic:

As the pandemic continued during 2021, AMMF's CEO attended weekly virtual NHS cancer charity briefing meetings in order to provide the clearest possible information to those who approached the charity for help. AMMF's Medical and Clinical Advisors were also contacted on a regular basis, to gain an overview of the difficulties that they were experiencing in being able to care for their CCA patients, and for advice on how best to handle the patient queries the charity was receiving.

The Patient Support area of AMMF's website included a section with COVID-19 advice for CCA patients, with links to appropriate NHS and Government information, and this was updated on a regular basis. Helpful information was also disseminated across AMMF's social media channels whenever possible.

The general areas of AMMF's website continued to be updated regularly, including the area for COVID-19 advice for CCA patients. The website aims to provide information on all aspects of cholangiocarcinoma, including treatments and specialists, the advances being made and, importantly, there is a comprehensive list of the clinical trials that are available and recruiting in the UK, which is proving a valuable resource to medics and patients. www.ammf.org.uk

The charity's active social media platforms kept supporters up to date with information of importance and relevance to them throughout the year. AMMF's Facebook page now has over 5,500 followers, and the following on Twitter, Instagram and LinkedIn continues to grow.

In answer to patients' requests, AMMF opened two private, member only, support groups on Facebook - Cholangiocarcinoma Support – UK and Europe, and a group for those bereaved by cholangiocarcinoma. These have been well received and are proving an invaluable resource for patients to share information, and for them to help and support each other.

The requirement from individual patients and family members for specific information regarding specialist consultants and treatments continues to increase. With the wider awareness of the charity, increasing incidence and growing recognition of cholangiocarcinoma, it is anticipated this area of work will continue to grow.

In summary

AMMF continued working remotely throughout 2021, with team meetings take place daily via Zoom, and each member of staff continuing to work their normal hours.

The pandemic has caused unforeseen difficulties but, despite the problems, the charity has continued its work steadfastly throughout the year, and expanded its reach and influence nationally and internationally.

AMMF is the UK's only cholangiocarcinoma charity and, although by its nature will remain a niche charity, is now firmly established in the UK, Europe and beyond. As we enter 2022, we look forward with some caution because of the ongoing problems of the pandemic but, with the help of our loyal fundraisers and supporters who have supported us throughout the year, AMMF remains fully committed to working towards a far better future for all those diagnosed with cholangiocarcinoma.

Financial review

Financial review and reserves policy

The charity has continued to strengthen its financial position during the year.

The charity ensures that sufficient reserves are retained in an appropriate form to fund its current obligations.

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**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2022**

Where specific research projects have been secured, the trustees designate sufficient unrestricted reserves to cover the expected future grants payable over the term of the research project.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Approved by order of the members of the board of Trustees on 24 November 2022 and signed on their behalf by:



N Corrigan
(Chair of Trustees)

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 JANUARY 2022**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 24 November 2022 and signed on its behalf by:



N Corrigan
(Chair of Trustees)

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**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JANUARY 2022**

Independent Examiner's Report to the Trustees of Alan Morement Memorial Fund ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 January 2022.

Responsibilities and Basis of Report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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**INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2022**

Independent Examiner's Statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ACCA, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

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

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 that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

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INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2022

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: 

Dated: 24 November 2022

P Thain

Haslers

Chartered Accountants
Old Station Road
Loughton
Essex
IG10 4PL

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**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JANUARY 2022**

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	140,618	681,031	821,649	439,405
Charitable activities	4	-	-	-	10,000
Other trading activities	5	-	14,055	14,055	5,108
Investments	6	-	646	646	1,146
Total income		140,618	695,732	836,350	455,659
Expenditure on:					
Raising funds		-	2,276	2,276	7,486
Charitable activities	7	38,000	589,575	627,575	391,466
Total expenditure		38,000	591,851	629,851	398,952
Net movement in funds		102,618	103,881	206,499	56,707
Reconciliation of funds:					
Total funds brought forward		21,120	399,084	420,204	363,497
Net movement in funds		102,618	103,881	206,499	56,707
Total funds carried forward		123,738	502,965	626,703	420,204

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

The notes on pages 14 to 25 form part of these financial statements.

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**BALANCE SHEET
AS AT 31 JANUARY 2022**

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	-	857
		-	857
Current assets			
Stocks	12	7,122	5,355
Debtors	13	12,144	10,816
Cash at bank and in hand		733,883	407,936
		753,149	424,107
Creditors: amounts falling due within one year	14	(126,446)	(4,760)
Net current assets		626,703	419,347
Total assets less current liabilities		626,703	420,204
Total net assets		626,703	420,204
Charity funds			
Restricted funds	15	123,738	21,120
Unrestricted funds	15	502,965	399,084
Total funds		626,703	420,204

The financial statements were approved and authorised for issue by the Trustees on 24 November 2022 and signed on their behalf by:



N Corrigan
(Chair of Trustees)

The notes on pages 14 to 25 form part of these financial statements.

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

1. General information

Alan Morement Memorial Fund is an unincorporated charity, domiciled in England and Wales, registration number 1091915. The registered office is Haslers, Old Station Road, Loughton, Essex, IG10 4PL and the principal place of business is throughout the United Kingdom. The principal aim of the charity is to raise awareness of cholangiocarcinoma (bile duct cancer), supply information to those who need it, and to raise funds to support specialised research teams in their work into the causes, methods of earlier diagnosis and treatments of this disease.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Alan Morement Memorial Fund meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

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

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on 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.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022**

2. Accounting policies (continued)

2.3 Expenditure (continued)

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.5 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Computer equipment	-	33%
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2.6 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.7 Debtors

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

2.8 Cash at bank and in hand

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

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

2. Accounting policies (continued)

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.10 Fund accounting

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Donations	140,618	681,031	821,649	439,405
<i>Total 2021</i>	-	439,405	439,405	

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

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Discretionary grant award	-	-	10,000
	<hr/>	<hr/>	<hr/>
<i>Total 2021</i>	10,000	10,000	
	<hr/>	<hr/>	

5. Income from other trading activities

Income from non charitable trading activities

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Shop income	14,055	14,055	5,108
	<hr/>	<hr/>	<hr/>

6. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Deposit account interest	646	646	1,146
	<hr/>	<hr/>	<hr/>
<i>Total 2021</i>	1,146	1,146	
	<hr/>	<hr/>	

ALAN MOREMENT MEMORIAL FUND

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022**

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total 2022 £	<i>Total 2021 £</i>
Costs	38,000	589,575	627,575	391,466
	<u>38,000</u>	<u>589,575</u>	<u>627,575</u>	<u>391,466</u>

8. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Costs	232,087	395,488	627,575	391,466
	<u>232,087</u>	<u>395,488</u>	<u>627,575</u>	<u>391,466</u>
<i>Total 2021</i>	<u>260,035</u>	<u>131,431</u>	<u>391,466</u>	

Analysis of direct costs

	Total funds 2022 £	<i>Total funds 2021 £</i>
Grants to institutions	194,087	260,035
European Website costs	37,790	-
European Conference 2022 costs	210	-
	<u>232,087</u>	<u>260,035</u>

ALAN MOREMENT MEMORIAL FUND

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022**

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2022	<i>Total funds 2021</i>
	£	£
Staff costs	71,234	66,436
Depreciation	858	1,146
Equipment leasing	2,982	2,982
Operating lease - office rent & service charges	29,064	26,472
Rates and water	1,638	1,634
Insurance	1,068	529
Marketing and advertising	115,238	5,284
Telephone	2,708	3,162
Postage and stationery	2,005	3,984
Computer and website support	21,402	10,249
Travel	1,099	1,870
Subscriptions	1,449	1,230
Sundries	760	23
Training	15	50
Legal and Professional fees	106,064	2,934
Conference expenses	37,288	2,874
Bank charges	616	572
	395,488	<i>131,431</i>

9. Staff costs

	2022	<i>2021</i>
	£	£
Wages and salaries	67,958	64,546
Social security costs	2,398	1,282
Contribution to defined contribution pension schemes	877	608
	71,233	<i>66,436</i>

ALAN MOREMENT MEMORIAL FUND

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

9. Staff costs (continued)

The average number of persons employed by the Charity during the year was as follows:

	2022	<i>2021</i>
	No.	<i>No.</i>
Employees	3	<i>3</i>

No employee received remuneration amounting to more than £60,000 in either year.

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (*2021 - £NIL*).

During the year ended 31 January 2022, no Trustee expenses have been incurred (*2021 - £NIL*).

ALAN MOREMENT MEMORIAL FUND

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

11. Tangible fixed assets

	Computer equipment £
Cost or valuation	
At 1 February 2021	10,305
At 31 January 2022	<u>10,305</u>
Depreciation	
At 1 February 2021	9,448
Charge for the year	857
At 31 January 2022	<u>10,305</u>
Net book value	
At 31 January 2022	-
At 31 January 2021	<u>857</u>

12. Stocks

	2022 £	2021 £
Finished goods and goods for resale	<u>7,122</u>	<u>5,355</u>

ALAN MOREMENT MEMORIAL FUND

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

13. Debtors

	2022 £	2021 £
Due within one year		
Other debtors	1,228	-
Prepayments and accrued income	10,916	10,816
	<u>12,144</u>	<u>10,816</u>

14. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	123,276	-
Other creditors	1,370	2,164
Accruals and deferred income	1,800	2,596
	<u>126,446</u>	<u>4,760</u>

ALAN MOREMENT MEMORIAL FUND

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022**

15. Statement of funds

Statement of funds - current year

	Balance at 1 February 2021 £	Income £	Expenditure £	Balance at 31 January 2022 £
Unrestricted funds				
General Funds - all funds	399,084	695,732	(591,851)	502,965
Restricted funds				
Restricted Research Funds	21,120	-	-	21,120
European Website Project	-	80,618	(37,790)	42,828
European Conference 2022	-	60,000	(210)	59,790
	<u>21,120</u>	<u>140,618</u>	<u>(38,000)</u>	<u>123,738</u>
Total of funds	<u><u>420,204</u></u>	<u><u>836,350</u></u>	<u><u>(629,851)</u></u>	<u><u>626,703</u></u>

Restricted research funds represent donations where the donor has requested that their donation be used for research purposes only. These donations are held within restricted funds until used in part or in whole to fund a cholangiocarcinoma research project which the charity has committed to supporting.

Restricted funds for the European website project represent donations where the donor has requested that their donation be used for this project only. These donations are held within restricted funds until used in part or in whole to fund the completion of the European website project.

Restricted funds for the European conference 2022 represent donations where the donor has requested that their donation be used for this conference only. These donations are held within restricted funds until used in part or in whole to fund the European conference 2022.

ALAN MOREMENT MEMORIAL FUND

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022**

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 February 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 January 2021 £</i>
Unrestricted funds				
General Funds - all funds	360,065	437,971	(398,952)	399,084
Restricted funds				
Restricted Research Funds	3,432	17,688	-	21,120
Total of funds	363,497	455,659	(398,952)	420,204

16. Summary of funds

Summary of funds - current year

	Balance at 1 February 2021 £	Income £	Expenditure £	Balance at 31 January 2022 £
General funds	399,084	695,732	(591,851)	502,965
Restricted funds	21,120	140,618	(38,000)	123,738
	420,204	836,350	(629,851)	626,703

ALAN MOREMENT MEMORIAL FUND

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022**

16. Summary of funds (continued)

Summary of funds - prior year

	<i>Balance at 1 February 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 January 2021 £</i>
General funds	360,065	437,971	(398,952)	399,084
Restricted funds	3,432	17,688	-	21,120
	363,497	455,659	(398,952)	420,204

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Current assets	123,738	629,411	753,149
Creditors due within one year	-	(126,446)	(126,446)
Total	123,738	502,965	626,703

18. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 January 2022.