

**FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA,
LYMPHOMA AND MYELOMA**

Charity Reg. No. 509071

**TRUSTEES' REPORT
AND
FINANCIAL STATEMENTS FOR
THE YEAR ENDED 30TH NOVEMBER 2023**

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Annual report and financial statements for the year ended 30th November 2023

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FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Report of the trustees for the year ended 30th November 2023

The Trustees present their report and the financial statements of the charity for the year ended 30th November 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

The Trustees at 30th November 2023 were:-

D A Fox	Chairman
M C Baker	Treasurer
C Bilbrough	Secretary
R G Owen	
D R Norfolk	
G M Smith	
J M Harris	
R Johnson	
C Ferris	

None of the trustees had any personal beneficial interests in the Charity.

Principal Office

Thornton House
Shaw Mills
Harrogate
North Yorkshire
HG3 3HR

Independent Examiner

C J Darwin FCA
Thomas Coombs Limited
3365 The Pentagon
Century Way
Thorpe Park
Leeds
West Yorkshire
LS15 8ZB

Bankers

Barclays Bank Plc
25 James Street
Harrogate
North Yorkshire
HG1 1QX

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Report of the trustees for the year ended 30th November 2023 (*Continued*)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Friends of the Leukaemia and Lymphoma Unit (The General Infirmary at Leeds) was established under a Trust Deed dated 31st July 1979 and registered with the Charity Commissioners as a Charitable Trust, number 509071. During 2008, the charity changed its name to Friends of the Leeds Centre for Leukaemia, Lymphoma and Myeloma. Going forward, this shall be the official name of the charity.

The trustees are appointed by the Board of Trustees. The Trust Deed provides for a minimum of 5 trustees, to a maximum of 15 trustees.

The trustees shall hold a meeting at least twice a year. Any trustee who is absent from all the meetings of the trustees during a period of 2 years or who is adjudged bankrupt or who is incapacitated or resigns shall cease to be a trustee.

Details of the trustees who have served during the year are listed on page 1.

Trustees are considered the key management personnel of the charity and receive no remuneration for their time.

The Board of Trustees keeps the skill requirements for the Trustee Body under review and will seek new trustees when necessary.

The induction of new trustees includes a meeting with the Chairman and other members of the Board. New trustees are provided with a brief history of the Trust, copy Board minutes, most recent annual report and accounts and a copy of the governing Trust Deed.

Risk Management

The Trustees have examined the major strategic, business, and operational risks which the charity faces and confirms that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

OBJECTIVE AND ACTIVITIES FOR PUBLIC BENEFIT

Objectives

The charity is established for the relief of persons suffering from leukaemia, lymphomas, and related disorders (haematological malignancies) as set out in the Trust Deed.

The charity aims to achieve this objective by:

- promoting and setting up, furnishing, fitting out and maintaining a ward and other facilities for the treatment of such persons at The Leeds Teaching Hospitals.
- Endowing, providing, maintaining, or managing such other wards, hospitals, or other accommodation for the treatment of such persons as the Trustees from time to time think fit.
- Furnishing or fitting out with any necessary furniture or other equipment any such wards, hospitals, or other accommodation.
- advising, supporting, or assisting such persons.
- promoting, assisting, or encouraging research into leukaemia and haematological malignancies.

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Report of the trustees for the year ended 30th November 2023 *(Continued)*

Objectives *(continued)*

- advising, supporting, or assisting any organisations or persons having charitable objectives similar to the objectives of the charity.

and in such other ways as the Trustees from time to time think fit, provided always that no charity monies shall be applied for purposes which are not exclusively charitable.

Activities

The charity supports the work of the Leeds Centre for Leukaemia, Lymphoma and Myeloma in the Bexley Wing at St James's University Hospital, Leeds by the provision of medical equipment for research and diagnostics, the funding of salaries for specialist support staff and the provision of patient welfare and other items required for their benefit.

There have been no material policy changes in how the charity intends to achieve the above objects.

ACHIEVEMENT AND PERFORMANCE

Detailed reports from the Chairman and Treasurer and a specialist medical report will be circulated at the forthcoming meeting and be made available on request to the Secretary.

FINANCIAL REVIEW

The financial statements have been prepared in accordance with the accounting policies set out on pages 9 and 10 of the financial statements and comply with the charity's trust deed, the Charities Act 2011, and the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102).

Total contributions to the units amounted to £30,689 (excluding governance costs) as detailed in note 4 of the financial statements.

The Trustees consider that, at the date of this report, the financial position of the Charity is satisfactory.

Investment Policy and Performance

The Trust Deed allows trustees absolute discretion with regard to holding investments. The trust holds no specific ethical stance with regard to investments and excess funds not required in the near future are held in interest bearing deposit accounts or national savings bonds.

The trustees are satisfied with the investment income of £3,918 (2022: £561).

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Report of the trustees for the year ended 30th November 2023 (*Continued*)

Reserves Policy

The charity maintains sufficient reserves in order to allow long term sustainable support of the work carried out in the Bexley Wing at St James University Hospital. The reserves of the charity are continually monitored and reviewed within the context of the requirements of the Unit.

ACCOUNTABILITY UNDER PUBLIC BENEFIT REQUIREMENTS

In accordance with their duties pursuant to section 4 of the Charities Act 2011, the Trustees have considered the charity's objects and activities in light of the Charity Commission's general guidance on public benefit, "Charities and Public Benefit."

In relation to the first limb of the public benefit test set out in the guidance, the object of the charity is "the relief of persons suffering from leukaemia, lymphomas and other related haematological diseases" as specified in the Trust Deed and the trustees are satisfied that this objective is clearly of benefit to the public. The objective was further broken down within the Trust Deed as detailed in the "Objective and Activities" section above and the Trustees are satisfied that the activities of the charities are achieving the intended objective.

In relation to the second limb of the test, the trustees ensure that the public at large benefits from the activities of the Charity and that there is no private benefit, incidental or otherwise. Within the context of supporting the work of the Leeds Centre for Leukaemia, Lymphoma and Myeloma in the Bexley Wing at St James's University Hospital, Leeds the charity places no restrictions on the individuals who benefit from the work of the Charity.

The trustees regularly keep the activities the Trust funds under review, to ensure that they are of sufficient benefit to the public.

PLANS FOR THE FUTURE

The Friends charity remains in a very strong financial position and continues to support the Unit in the Bexley wing at the St James's Hospital site. The Friends charity will continue to support the purchase of specialist equipment not provided by the NHS as well as "pump priming" the salaries of specialist staff required for new development in treatments.

INDEPENDENT EXAMINERS

Christopher Darwin of Thomas Coombs Limited, Chartered Accountants has indicated his willingness to continue as Independent Examiner and a resolution for their reappointment will be proposed at the forthcoming Annual General Meeting.

Approved by the Board of Trustees on 9th June 2024 and signed on its behalf by:

David A Fox

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Chairman of Trustees

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Statement of trustees' responsibilities

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).

Charity law requires the trustees in England and Wales 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 the result of the Charity for that year. 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 Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

David A Fox

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Chairman of Trustees

Matthew C Baker

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Treasurer

Date: 9th June 2024

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Independent Examiner's Report to the Trustees of Friends of the Leeds Centre for Leukaemia, Lymphoma, and Myeloma

I report to the charity trustees on my examination of the accounts of the company for the year ended 30th November 2023 which are set out on pages 7 to 14.

Responsibilities and basis of report

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

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

Independent examiner's statement

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 company as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulation 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.



Christopher Darwin FCA
Thomas Coombs Limited

Chartered Accountants and Statutory Auditor

3365 The Pentagon, Century Way, Thorpe Park, Leeds, West Yorkshire, LS15 8ZB

Date: 9th June 2024

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Statement of financial activities for the year ended 30th November 2023

	Notes	2023 Restricted Funds £	2023 Unrestricted Funds £	2023 Total Funds £	2022 Total Funds £
Income and endowments from:					
Donations and legacies	2	41,120	59,970	101,090	79,027
Investment income	3	-	3,918	3,918	561
		<hr/>	<hr/>	<hr/>	<hr/>
Total income		41,120	63,888	105,008	79,588
		<hr/>	<hr/>	<hr/>	<hr/>
Expenditure on:					
Charitable activities cost	4	23,516	10,228	33,744	49,735
		<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure		23,516	10,228	33,744	49,735
		<hr/>	<hr/>	<hr/>	<hr/>
Net income for the year		17,604	53,660	71,264	29,853
 Reconciliation of funds:					
Total Funds at 1 st December 2022		61,006	262,368	323,374	293,521
		<hr/>	<hr/>	<hr/>	<hr/>
Total Funds at 30th November 2023		78,610	316,028	394,638	323,374
		<hr/>	<hr/>	<hr/>	<hr/>

All amounts relate to continuing activities.

The notes on pages 9 to 14 form part of these financial statements.

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Balance sheet at 30th November 2023

	Note	2023 £	2022 £
Fixed Assets			
Investments	7	75,000	75,000
		<hr/>	<hr/>
Current Assets			
Debtors	8	762	902
Cash at bank		340,002	271,802
		<hr/>	<hr/>
		340,764	272,704
Liabilities: amounts falling due within one year	9	(21,125)	(24,330)
		<hr/>	<hr/>
Net Current Assets		319,639	248,374
		<hr/>	<hr/>
Total Assets less Current Liabilities		394,638	323,374
Liabilities: amounts falling due after more than one year		-	-
		<hr/>	<hr/>
Net Assets		394,638	323,374
		<hr/> <hr/>	<hr/> <hr/>
Funds			
Unrestricted		316,038	262,368
Restricted		78,610	61,006
		<hr/>	<hr/>
Total Funds		394,638	323,374
		<hr/> <hr/>	<hr/> <hr/>

Approved by the board of trustees on 9th June 2024 and signed on its behalf by

D A Fox *David A Fox*
Chairman of Trustees

M C Baker *Matthew C Baker*
Treasurer

The notes on pages 9 to 14 form part of these financial statements.

1 Accounting policies

Accounting convention

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition

All income is recognised in the statement of financial activities when the conditions for receipt have been met and there is reasonable assurance of receipt. Where a claim for repayment of income tax has or will be made, such income is grossed up for the tax recoverable.

The following accounting policies are applied to income:

Donations, legacies and similar income

Donations, subscriptions, legacies and similar income are included in the statement of financial activities when:

- the charity is told it is to receive the donation;
- the trustees are reasonably certain of the amount to be received;
- the trustees are reasonably certain they will receive the money and
- any conditions for receipt are met.

Investment income

Investment income is accounted for when receivable. Interest receivable on restricted funds is accounted for separately and is attributed to the relevant funds in the statement of financial affairs.

Expenditure recognition

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Grants payable are accounted for when the trustees have accepted a legal or moral obligation to make the grant. Where there is an obligation to make a grant, which has not been paid to the recipient at the balance sheet date, the amount of the award is shown in grants payable.

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Notes to the financial statements for the year ended 30th November 2023 (*Continued*)

1 Accounting Policies (*Continued*)

Charitable activities

Costs of charitable activities include grants made and other contributions to the Bexley Wing at St James's Hospital Leeds

Governance costs

Governance costs relate to expenditure incurred in the management of the charity's assets, organisational administration and compliance with constitutional and statutory requirements.

Investments

Fixed asset investments are included in the accounts at market value. Realised and unrealised gains and losses on investments are disclosed separately in the appropriate section of the statement of financial activities.

Voluntary help

Voluntary help is not included in the financial statements but is described in the trustees' annual report.

Taxation

The trust is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

Fund accounting

(i) Restricted funds

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 cost 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.

(ii) Unrestricted fund

Unrestricted funds 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.

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Notes to the financial statements for the year ended 30th November 2023 *(Continued)*

2 Donations, legacies and similar income

	2023 Restricted Funds £	2023 Unrestricted funds £	2023 Total funds £	2022 Total funds £
Donations and legacies	41,120	58,803	99,923	77,810
Subscription income	-	1,167	1,167	1,217
	<hr/>	<hr/>	<hr/>	<hr/>
	41,120	59,970	101,090	79,027
	<hr/>	<hr/>	<hr/>	<hr/>

3 Investment income

	2023 Restricted Funds £	2023 Unrestricted funds £	2023 Total funds £	2022 Total funds £
National Savings interest	-	2,158	2,158	487
Short term deposit interest	-	1,760	1,760	74
	<hr/>	<hr/>	<hr/>	<hr/>
	-	3,918	3,918	561
	<hr/>	<hr/>	<hr/>	<hr/>

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Notes to the financial statements for the year ended 30th November 2023 (Continued)

4 Charitable activities

Grants to the Leeds Centre	2023 Restricted Funds £	2023 Unrestricted Funds £	2023 Total Funds £	2022 Total Funds £
Medical, fees and other equipment				
Dr Fisher PHD Fees	-	4,596	4596	4,600
Star of the month awards	-	450	450	1,050
Reclining Chairs, Procedure Trolley, & Sphygmomanometers	-	2292	2,292	-
Thermometers, Chart Workstations	-	5,800	5,800	-
Overbed Tables, Recycling Bins				
Large Mirror	-	38	38	-
Great Northern Run	-	448	448	-
Publication of a Research Article	-	2316	2,316	-
Funding for Educational Resource	-	462	462	-
Advanced Comms Skills Training	-	779	779	-
ALERT Training	-	357	357	-
Support for Clinical Registry Study	-	300	300	-
Grievance Books	-	-	-	250
Mild Steel Infusion Stands	-	-	-	1,141
Thermometers, Infusion Stands & Observation Machines	-	-	-	2,771
Commodes, Shower chairs & Trolleys	-	-	-	8,909
Grant provision no longer required				
Provision for a room for Patient relatives	-	(3,400)	(3,400)	-
Dynamap Machines x5 revised	-	(5,000)	(5,000)	-
Digital Morph. Training Module	-	(1,200)	(1,200)	-
Thermometers, Infusion Stands & Observation Machines	-	(2,771)	(2,771)	-
Travel Expenses	-	1,706	1,706	6,018
Support for TV Services on the wards	23,516	-	23,516	22,440
Governance costs (see note 5)	-	3,055	3,055	2,558
	<u>23,516</u>	<u>10,228</u>	<u>33,744</u>	<u>49,736</u>

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Notes to the financial statements for the year ended 30th November 2023 (Continued)

5	Governance costs	2023	2022
		£	£
	Stationery and sundry costs	757	558
	Independent examination fee	2,298	2,000
		<u>3,055</u>	<u>2,558</u>
6	Employment costs		
	The trustees (who are also considered to be the key management personnel) received no remuneration or reimbursements during the current or previous year.		
	There were no employees during the current or previous year.		
7	Fixed asset investments	2023	2022
	National Savings Income Bonds Cost and Market Value	75,000	75,000
		<u> </u>	<u> </u>
8	Debtors	2023	2022
		£	£
	Taxation recoverable	762	902
		<u> </u>	<u> </u>
		762	902
9	Liabilities: amounts falling due within one year	2023	2022
		£	£
	Grants payable in respect of:		
	- Medical and other equipment	18,975	22,330
	- Accrued administration expenses	2,150	2,000
		<u> </u>	<u> </u>
		21,125	24,330
		<u> </u>	<u> </u>

FRIENDS OF THE LEEDS CENTRE FOR LEUKAEMIA, LYMPHOMA AND MYELOMA

Notes to the financial statements for the year ended 30th November 2023 (Continued)

Reconciliation of grant liabilities	2023	2022
	£	£
Opening	22,330	19,304
Awarded during the year	20,301	16,521
Grant provisions no longer required	(12,371)	-
Payments	(11,285)	(13,495)
Closing	<u>18,975</u>	<u>22,330</u>

Grant liabilities represent amounts awarded by the charity but not yet claimed by the recipient (NHS).

10 Related parties

Dr Owen, Dr Johnson, and Mrs Ferris are trustees of the charity and are employed by the National Health Service in their capacity as doctors and as a nurse.

None of the trustees have any direct beneficial interest in the transactions of the charity.

11 Funds

	Opening funds 01 Dec 2022	Income	Expenditure	Transfer	Closing funds 30 Nov 2023
Unrestricted funds	262,368	63,888	(10,228)	-	316,028
Restricted funds					
The Chevin Socialites fund raising	61,006	41,120	(23,516)	-	78,610
	<u>323,374</u>	<u>105,356</u>	<u>(33,744)</u>	<u>-</u>	<u>394,986</u>

The Chevin Socialites fund raising represents funds generated by the voluntary group on behalf of The Charity. The funds are directed to support the Hug on a Tray Services and the purchase of blocks of basic television channels for inpatients on the ward.