



Lung Cancer Nursing UK

ANNUAL REPORT AND ACCOUNTS FINANCIAL YEAR ENDING
31 JANUARY 2023

Charitable Incorporated Organisation number: 1160011

LUNG CANCER NURSING UK | FIFTEEN Rosehill, Montgomery Way, Rosehill Estate CARLISLE, CA1 2RW

About LCNUK

Lung Cancer Nursing UK was established in 1998 to support the advancement of health by providing nurses who specialise in the treatment of patients with lung cancer or mesothelioma with support, education and the opportunity to communicate and network with peers; and to provide a national voice on clinical and strategic issues for specialist lung cancer nurses. The organisation became a charitable incorporated organisation (CIO) in 2015.

Membership is open to any specialist nurse who spends more than 50% of their working week or clinical activities in caring for patients with lung cancer and or mesothelioma. Associate membership is open to those who do not meet this criteria. The experience and clinical background of the members working environments are very diverse, including, palliative care, oncology (cancer centres or units) respiratory medicine, community and others, this affords the organisation a wealth of knowledge in to which members can access.

The activities of the CIO fall into four distinct categories, these are as follows:

Clinical

- Improving the care lung cancer patients receive.
- Disseminating best practice and sharing information and knowledge

Developmental

- Keeping members up-to-date with the latest lung cancer news through our e-bulletins
- Highlighting new developments in the UK.
- Encouraging regional participation within LCNUK

Education

- Providing a forum to disseminate new developments, skills, treatments and practice through educational programmes, annual conference, resources and publications
- Sharing clinical updates and best practice with members
- Supporting and fostering audit and research in lung cancer and within the role of the LCNS

Professional

- Providing support and networking, infrastructure and opportunities.
- Campaigning for and supporting the role of the lung cancer nurse specialist
- Providing a voice on clinical and strategic issues.
- Highlighting the specialist role of nurses in caring for people with lung cancer and mesothelioma
- Representing lung cancer nurse specialists on national and international bodies and organisations

2022 Business Priorities

The Trustees present their annual report together with the financial statements of the charity for the year 1 February 2022 to 31 January 2023. The Trustees confirm that the Annual Report and Financial Statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

The Trustees have complied with the duty in part 1 section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. A detailed report of the activities undertaken and achievements by the Charity to further its charitable purposes for the public benefit is given below¹.

In 2022 LCNUK had the following business priorities:

Professional

To act as advocates for patients with lung cancer on professional bodies such as NICE/SMC

To represent the lung cancer nurse specialist on professional bodies and committees and provide a voice on strategic issues at a regional and national level

To promote the lung cancer nurse specialist role and its benefits on the international platform

To produce a professional framework for lung cancer nurse specialists

Developmental

To ensure production and circulation of a monthly e-bulletin to share best practice and highlight lung cancer and relevant nursing news and events

To maintain the LCNUK website creating, sharing and signposting to relevant news and events

Education and Clinical

Annual Conference May 2022 – To provide ongoing professional education to lung cancer nurse specialists through its annual conference

To provide regular educational programmes of activity

Research

To reinvigorate the research profile and activities of the organisation supporting ongoing research programmes with academic institutions and provide small research grants to support lung cancer nurse specialists taking their first steps in research.

2022 Impact report

COVID-19 Legacy and cost of living crisis

Although the day-to-day life started to resume in 2022 LCNUK continued to be disproportionately impacted by the COVID-19 pandemic largely due to the impact on healthcare professionals, covering for continuing sick leave of colleagues (due to workforce pressure and COVID-19) and the impact of the pandemic on delayed diagnosis of lung cancer resulting in sicker patients presenting later in the disease process. As a professional society representing lung cancer nurse specialists, COVID-19 continued to affect our strategic and operational activity.

The impact of COVID-19 has subsequently been exacerbated by the cost of living crisis which has been felt hard by healthcare professionals. An already demoralised and depleted workforce has now been hit hard by the cost of living challenges which has impacted negatively on LCNUK membership and paid programmes as members have had to make difficult choices to manage their finances.

Membership	2022	2021	2020	2019	2018
New	113	86	50*	82	52
Renewed	179	282*	156*	180	158
Expired / Cancelled	150	0*	113	71	67

*Any member who paid for a membership in 2020, has had their membership end date extended to 2022

Nevertheless, LCNUK has managed to weather the storm of COVID-19 and the cost of living crisis to date and continued to deliver high quality, cost effective programmes for members to support them to deliver best practice in lung cancer care.

Professional

Influencing and contribution to national policy

LCNUK works alongside numerous organisations across the UK to inform lung cancer policy, promote best practice and act as the patients advocate for people with lung cancer.

In 2022, national healthcare policy development resumed following the COVID-19 pandemic and LCNUK contributed to and collaborated with the work of national bodies including NICE, BTOG, UKLCC, Roy Castle Lung Cancer Foundation and other lung cancer related organisations.

The organisation has continued to support Lung Cancer Europe Activities which have had number of initiatives taking place and members have submitted abstracts to the IASLC World Conference on Lung Cancer.

Representation

- British Thoracic Oncology Group
- Global Lung Cancer Coalition
- International Thoracic Oncology Nurses Forum
- Lung Cancer Europe
- Mesothelioma UK
- National Lung Cancer Audit
- National Institute for Health and Care Excellence
- Roy Castle Lung Cancer Coalition
- Scottish Medicines Consortium
- Scottish Lung Cancer Nurses Forum
- UK Lung Cancer Coalition
- Welsh Lung Cancer Nurses Forum

Developmental

Communicating with our members

As a result of the ongoing workforce issues in lung cancer nursing as outlined on page 3 LCNUK have continued to deliver succinct communications with members providing bite-size news and information that can be easily digested in the short window of time available to our members. To do this we continue to use social media to push out key messages, regularly update the content on our website with direct links from the home page to key important lung cancer and nursing news. We also prepare and deliver a monthly members newsletter featuring bite size news and signposting members to educational and professional development information as well as updates on key lung cancer news and links to other charity and not-for-profit news.

In 2022, we upgraded the LCNUK website to a new Drupal 9 platform. This involved significant work as the site had to be rebuilt.

Education and clinical

The organisation hosted two webinars in 2022 which members could attend live or watch on-demand at their leisure. These included

The Healthcare Companion	14/06/2022	Julia McAdam
Mesothelioma and the common symptoms	18/10/2022	Kate Slavin

In addition, LCNUK was delighted to be able to return to an in-person two day conference in May 2022. The conference not only provided a fantastic clinical education programme with expert speakers from across the UK but also allowed our members to share best practice and, importantly, to network with each other and build professional relationships which have been lacking through the pandemic.

Importantly, the conference was able to raise much needed funds to support the activities of the organisation.

The organisation also held an annual workshop which explored psychological distress: patient self assessment vs lung cancer nurse judgement. The results of this work were submitted to the British Thoracic Oncology Group for presentation.

Research

Led by Dr Cathy Henshall, Research Interest Group Lead for LCNUK, the research interest group remains active and productive. The organisation is collaborating with the Roy Castle Lung Cancer Foundation on a programme of work around lung cancer nurse involvement in clinical trial recruitment.

The group are also finalising a project plan to research the needs of lung cancer patients who are never smokers.

The group have developed a research programme which will be presented at the forthcoming British Thoracic Oncology Group meeting focusing on presentations on genomic audit, app development and management of cough.

The group are also exploring how to maximise the impact of its annual workshop outputs.

No small grants were applied for in 2022. This highlights the pressure of work of LCNUK members and the inability to be able to devote time and energy to ongoing professional development, audit and research.

However, reassuringly 18 abstracts were submitted to the LCNUK annual conference (vs 13 in 2021)

The Research Interest Group together with a working party of LCNUK committee members continued to work with DaSH Global to promote the HealthCare Companion, a patient app which provides the ability to record patient reported outcomes. Anonymised data is then available to LCNUK and commercial organisations to undertake research on the data reported by patients. It is hoped in the fullness of time that this programme will be self-funding and may even generate income for the organisation.

Plans For Future Periods

In 2023 LCNUK will be seeking to explore the workload of the lung cancer nurse specialist and how this has changed in recent years. We will be seeking to influence the national agenda to ensure that patients have appropriate access to lung cancer nurse specialists so that they can act as the patients' ambassador and representative.

We will continue to disseminate and share the LCNUK professional framework which sets out the key skills and training required for the role of a lung cancer nurse specialist.

We will explore how best to support, foster and harness research and audit by lung cancer nurse specialists and to share best practice and service development for the benefit of people with lung cancer.

We will promote best practice through the sharing of clinical knowledge and skills at our annual flagship two-day conference in May 2023.

We will continue to work with partner organisations to support the restoration and improvement of lung cancer services post pandemic.

We will undertake a thoracic surgical project in 2023.

We will continue to support member education with ongoing webinars and other digital learning which are now an established feature and benefit of membership.

We will continue to promote member communications, the sharing and dissemination of relevant lung cancer news and information.

We will continue to act as patient representatives and advocates at a national policy level.

Structure, Governance & Management

Constitution

The charity is a registered charitable incorporated organisation, charity number 1160011. Formal membership is open to any lung cancer nurse specialist who spends more than 50% of their working week or clinical activities in caring for patients with lung cancer or mesothelioma. In addition, membership is open to nurse specialists in a lung cancer/mesothelioma academic or lung cancer/mesothelioma research role. Such membership is subject to approval by the LCNUK Committee. Associate membership is open to those who do not meet the criteria for formal membership.

Method of appointment and election of trustees

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution. During this period the LCNUK was managed by seven trustees, led by Lorraine Creech. The trustees, or any member of LCNUK, can recommend a trustee for appointment. One third of the trustees retire each year and may be re-appointed. Applicants are asked to provide a CV and covering statement. A shortlist is drawn up and interviewed by a panel appointed by the Board of Trustees. During this period Mick Peake resigned as a trustee and Rory Underwood was appointed. Rory brings financial skills to the board which was identified as a gap in the last trustee skills audit.

Policies adopted for the induction and training of trustees

A trustee training update video was recorded and disseminated to trustees during this period providing valuable updates to Charity Commission regulations.

A new trustee induction manual was developed and launched in 2021 and this is updated regularly.

Organisation structure and decision making

The Trustees are assisted by the LCNUK Committee. The chair of the LCNUK committee attends trustee meetings to ensure continuity and good communications. During 2022 the committee was comprised of 11 elected members of LCNUK and two co-opted members, Jenny Mitchell and Cathy Henshall. The LCNUK committee formulates recommendations on the aims, strategies and activities of the charity for approval by the trustees.

An agency, Red Hot Irons Limited (RHI), is contracted to run the day-to-day business administration and operations of the organisation.

Pay Policy for key management

There are no paid staff, all work undertaken by the committee and trustees is done so voluntarily. The support agency is contracted to run the operational day-to-day activities and business administration.

Application and adherence to the Charity Governance Code

LCNUK recognise good governance is essential to our effectiveness, reputation and credibility. The Board of Trustees regularly review activities, policies and processes to ensure the charity is delivering against its mission and charitable objectives. We have robust measures in place to ensure effective and clear overview of financial controls. The board undertakes a regular review (every two years) of its effectiveness, assessing competencies, skills gaps and training needs through a process of external audit and facilitated discussion.

In 2022, LCNUK adopted a new policy for volunteers and reviewed and updated six existing policies.

We operate a robust conflicts of interest policy, and all Trustees and Committee members complete declarations of interest each year. Conflict of interests form a standing item on all committee/board agendas. The Board aims to continuously improve its governance processes and is currently working through the new [Charity Governance Code](#) to ensure its governance structures adhere to the principles of the code and recommended practice.

Risk management

The Trustees analyse and undertake a review of the risks the Charity is exposed to as part of an annual business planning process and in accordance with Charity Commission guidance (CC26), scoring the risks according to likelihood and impact. The systems and actions established to mitigate those risks are also reviewed by Trustees at each Board meeting and updated and adjusted accordingly, with the net risk in each area agreed. High risks closely monitored by the Trustees are:

- High level of dependency on too few income streams puts LCNUK at risk of sudden and/or long-term loss of funding – efforts continue to diversify income streams to include more Trusts and Foundations as well as funding from non-pharmaceutical companies.
- Potential for a sudden drop in income and the need to dip into accumulated reserves
- The risk that LCNUK could be perceived as being unduly influenced by sponsors/pharmaceutical industry. LCNUK has adopted a stringent endorsement policy and ensures where possible that there is a balance of sponsors from across the industry spectrum with no one sponsor having significant influence or control. Sponsors are not permitted to have any form of editorial control or influence over the content and development of new LCNUK branded materials

Volunteers

The Society is heavily reliant on the time, expertise and energy of its committee and other members. Much of the work of the charity is conducted virtually via email and teleconference and is undertaken on a voluntary basis.

Trustees, executive committee & senior management

Trustees

Lorraine Creech (Chair of the Board)
George Bate
Diana Borthwick
Alison Leary
Isobel Lovett
Michael Peake (resigned 12 May 2022)
Rory Underwood (appointed 12 May 2022)
John White

Registered office

c/o Dodd & Co
FIFTEEN Rosehill
Montgomery Way
Rosehill Estate
CARLISLE
CA1 2RW

Charity Registered Number

1160011

Bankers

Unity Trust bank plc
Nine Brindley Place
Birmingham
B1 2HB

Nationwide Building Society
Nationwide House
Pipers Way
Swindon
SN38 1NW

LCNUK Committee

Victoria Anderson
Peter Barton
Karen Clayton (CHAIR)
Tracey Cole
Pamela Dalrymple
Marie Eaton
Sarah Ivey
Lavinia Magee
Julia McAdam
Jennifer Ross
Paula Shepherd

Co-opted LCNUK Committee members

Cathy Henshall (Research Interest Group Lead)
Sophia Holden (UKMA representative)
Alison Edwards (Welsh representative)

Accountants

Dodd & Co Chartered Accountants
FIFTEEN Rosehill
Montgomery Way
Rosehill Estate
Carlisle
CA1 2RW

Financial Review

Principal Funding

The principal funding sources for the Charity in 2022 as in previous years were:

- Voluntary income from the pharmaceutical industry (fees from the LCNUK Corporate Sponsorship)
- Income from sponsorship of charitable activities by pharmaceutical companies and/or solicitors
- Membership fees

The total funding secured in 2022 £197,199 was 67% higher than in 2021 (£117,885). The ability to host the annual conference in person allowed us to attract additional exhibition income that was not available to us during the pandemic.

LCNUK was able to secure corporate sponsorship to the value of £31,625

Membership fees comprised £8,220.

Principal Expenditure

Total expenditure in 2022/2023 £146,945 which was compared to £103,183 in 2021 which is significantly higher as a result of the resumption of the annual conference and face to face meetings of the committee.

The largest item in support costs was secretariat, membership and administration costs, which includes fees paid to Red Hot Irons. Red Hot Irons is contracted to run the day-to-day operations of the charity, including maintenance and upkeep of our website, membership management and communications, committee management, events, IT, webinars, analytics and database.

Reserves Policy

LCNUK has no regular guaranteed sources of income and the long-term funding of the charity is uncertain. The charity however does have fixed operating costs in terms of the activities required to maintain its presence and further its charitable objectives. The charity's work is planned one year in advance with financial commitments made up to two years in advance on some programmes such as the annual conference.

The Trustees have therefore decided that to see programmes through to completion in the event of a serious reduction in funding, an optimal reserve equivalent to twelve months fixed operating costs plus the annual cost of the conference should be held. This level of reserve also supports the charity in working to a long-term strategy without the need to make short term adjustments forced on it by temporary deficits in funding. Moreover, it allows the charity to take advantage of opportunities that may present and require a relatively small or moderate investment upfront. Minimum and maximum levels of reserves have been agreed as 6 months costs and 18 months costs respectively. The Trustees will be guided only to take drastic action if they see the charity falling below its minimum level of reserves and to only make significant long-term investments from reserves if the Charity is above its ideal level of reserves.

The optimum level of reserve based on the 2023 budget amounts to £200k with a minimum of £100k. The level of unrestricted reserves held by the Society at the end of the accounting period (Jan 2023) was £313k, meets the optimum level of reserves.

The Board undertakes an annual review of the reserves policy to ensure it reflects current activities of the charity and amounts held in reserve are sufficient meet the financial and charitable obligations should funding significantly diminish for any reason.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Financial Review Conclusion

The Society ended the year with an operating surplus of £50,254 in 2022/23. The charity continues to hold healthy reserves. However, sponsorship and funding remain a significant challenge and costs and expenses are likely to rise given the current rates of inflation and world economic circumstances. The Trustees continue to recognise that the funding situation remains challenging, and will continue to be innovative in our approach to fundraising, cost savings and ensuring value for money.

LCNUK continue to explore other opportunities for funding programmes of activity and will be further exploring other income opportunities during 2023.

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 to prepare financial statements for each financial year. Under charity law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the 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. 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.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant information of which the charity's accountant and independent examiner are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant information and to establish that the charity's accountants are aware of that information.

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



Lorraine Creech

Chair of the Board of Trustees

Date: 17/04/2023

**Independent Examiner's Report to the Trustees of
Lung Cancer Nursing UK**

I report on the accounts of the charity for the year ended 31 January 2023, which are set out on pages 14 to 22.

Your attention is drawn to the fact that the Charity has prepared the financial statements in accordance with Accounting and Reporting by 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 since been withdrawn.

We 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 2019.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The 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.

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 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 or 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:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Joanne Thomlinson FCA
Dodd & Co Limited
Chartered Accountants

17 April 2023

FIFTEEN Rosehill
Montgomery Way
Rosehill Estate
CARLISLE
CA1 2RW

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Statement of Financial Activities for the Year Ended 31 January 2023

		Unrestricted Funds	Total Funds 2023	Total Funds 2022
	Note	£	£	£
Income and endowments from:				
Donations and legacies	2	159,987	159,987	108,507
Investment income	3	192	192	145
Charitable activities	4	37,020	37,020	9,233
Total income		<u>197,199</u>	<u>197,199</u>	<u>117,885</u>
Expenditure on:				
Charitable activities		146,945	146,945	103,183
Total expenditure		<u>146,945</u>	<u>146,945</u>	<u>103,183</u>
Net incoming resources before transfers		50,254	50,254	14,702
Transfers				
Gross transfers between funds		-	-	-
Net movements in funds		50,254	50,254	14,702
Reconciliation of funds				
Total funds brought forward		270,038	270,038	255,336
Total funds carried forward		<u>320,292</u>	<u>320,292</u>	<u>270,038</u>

The notes on pages 16 to 22 form an integral part of these financial statements.

**Lung Cancer Nursing UK
trading as
LCNUK**

Balance Sheet as at 31 January 2023

		2023		2022	
	Note	£	£	£	£
Current assets					
Debtors	10	80,469		89,106	
Cash at bank and in hand		<u>252,241</u>		<u>220,666</u>	
			332,710		309,772
Creditors: Amounts falling due within one year	11		<u>(12,418)</u>		<u>(39,734)</u>
Net current assets			<u>320,292</u>		<u>270,038</u>
Net assets			<u><u>320,292</u></u>		<u><u>270,038</u></u>
The funds of the charity:					
Unrestricted funds					
Unrestricted income funds			<u>320,292</u>		<u>270,038</u>
Total charity funds			<u><u>320,292</u></u>		<u><u>270,038</u></u>

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board on 17 April 2023 and signed on its behalf by:



L Creech
Trustee

The notes on pages 16 to 22 form an integral part of these financial statements.

**Lung Cancer Nursing UK
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Notes to the Financial Statements for the Year Ended 31 January 2023

1 Accounting policies

Statement of compliance

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts (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 Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Basis of preparation

The charity 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 notes.

Going concern

The charity has considered whether the use of the going concern basis for accounting is appropriate. To do this, they have considered whether there are any material uncertainties as to the Charity's ability to continue as a going concern.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Further details of each fund are disclosed in note 13.

Income and endowments

Donations and legacies including gifts are recognised where there is entitlement, probability of receipt and the amount can be measured with sufficient reliability.

Income from Government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Gifts in kind are recognised in different ways dependent on how they are used by the charity:

- (i) Those donated for resale produce income when they are sold. They are valued at the amount actually realised.
- (ii) Those donated for onward transmission to beneficiaries are included in the statement of financial activities as incoming resources and resources expended when they are distributed. They are valued at the amount the charity would have had to pay to acquire them.
- (iii) Those donated for use by the charity itself are included when receivable. They are valued at the amount the charity would have had to pay to acquire them.

**Lung Cancer Nursing UK
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Notes to the Financial Statements for the Year Ended 31 January 2023

..... continued

Where facilities are provided to the charity as a donation that would normally be purchased from our suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity where this can be quantified.

The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the Trustees' Annual Report.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Membership income is recognised on receipt.

Expenditure

Liabilities are recognised 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.

Expenditure on raising funds are the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grants payable are payments made to third parties in the furtherance of the charitable objectives. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specific service or output.

Grants payable without performance conditions are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**Lung Cancer Nursing UK
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Notes to the Financial Statements for the Year Ended 31 January 2023

..... continued

2 Donations and legacies

	Unrestricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Donations and legacies			
Gifts in kind	-	-	20,000
Donations	724	724	799
Conference sponsorship	123,638	123,638	42,500
Webinar Sponsorship	4,000	4,000	10,000
Corporate sponsorship	31,625	31,625	35,208
	<u>159,987</u>	<u>159,987</u>	<u>108,507</u>

Of the donations and legacies income in 2022 £108,507 related to unrestricted funds.

3 Investment income

	Unrestricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Interest on cash deposits	<u>192</u>	<u>192</u>	<u>145</u>

Of the investment income in 2022, £145 related to unrestricted funds.

4 Charitable activities

	Unrestricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Membership and research			
Membership subscriptions	<u>8,220</u>	<u>8,220</u>	<u>5,670</u>
Annual conference			
Conference exhibition only	10,945	10,945	933
Delegate registration	<u>17,855</u>	<u>17,855</u>	<u>2,630</u>
	<u>28,800</u>	<u>28,800</u>	<u>3,563</u>
	<u>37,020</u>	<u>37,020</u>	<u>9,233</u>

Of the income from charitable activities in 2022 £9,233 related to unrestricted funds.

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Notes to the Financial Statements for the Year Ended 31 January 2023

..... continued

5 Total resources expended

	Membership and research	Annual conference	Online Education	Total 2023	Total 2022
	£	£	£	£	£
Direct costs					
Grants payable - individuals	(12,990)	1,092	-	(11,898)	12,231
Webinar costs	-	-	3,000	3,000	14,482
Membership administration costs	11,699	-	-	11,699	11,046
Website costs	13,549	-	-	13,549	4,392
DaSH Global	4,655	-	-	4,655	1,438
LCNUK framework development	-	-	-	-	20,713
Educational costs	-	-	-	-	2,200
Annual workshop	5,601	-	-	5,601	327
Parliamentary fly in costs	374	-	-	374	-
Venue costs	-	56,832	-	56,832	-
Speaker costs and tokens	-	2,385	-	2,385	-
Management fees	-	11,500	-	11,500	-
Conference costs - materials	-	13,926	-	13,926	15,425
Conference costs - other	-	18,099	-	18,099	67
Irrecoverable VAT	1,172	-	-	1,172	(1,625)
	<u>24,060</u>	<u>103,834</u>	<u>3,000</u>	<u>130,894</u>	<u>80,696</u>
Support costs					
Insurance	235	234	234	703	438
Office management	1,915	1,914	1,914	5,743	5,741
Committee costs	667	698	698	2,063	3,906
Representation costs	884	-	-	884	3,000
Sundry expenses	-	-	-	-	87
Accountancy and bookkeeping fees	1,645	1,645	1,645	4,935	4,598
Independent examiner's fee	216	217	217	650	650
Bad debts written off	-	-	-	-	3,414
Bank charges	357	358	358	1,073	653
	<u>5,919</u>	<u>5,066</u>	<u>5,066</u>	<u>16,051</u>	<u>22,487</u>
	<u>29,979</u>	<u>108,900</u>	<u>8,066</u>	<u>146,945</u>	<u>103,183</u>

Of the total expenditure in 2022 £103,183 related to unrestricted funds.

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Notes to the Financial Statements for the Year Ended 31 January 2023

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6 Grantmaking

	Grants to individuals £
Membership and research	(12,990)
Annual conference	1,092
	<u>(11,898)</u>

7 Governance costs

	2023	2022
	£	£
Trustee meeting costs	348	-
Accountancy fees	1,785	1,585
Bookkeeping fees	3,150	3,013
Independent examiners fee	650	650
	<u>5,933</u>	<u>5,248</u>

8 Trustees' remuneration and expenses

Committee meeting and travel expenses totalling £479 (2022: £nil) were paid to 2 (2022: 0) of the trustees during the year.

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Notes to the Financial Statements for the Year Ended 31 January 2023

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9 Taxation

The registered charity is exempt from taxation on income and gains.

10 Debtors

	2023	2022
	£	£
Trade debtors	50,088	56,235
Other debtors	5,524	3,981
Prepayments and accrued income	24,857	28,890
	<u>80,469</u>	<u>89,106</u>

11 Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	2,914	2,805
Accruals and deferred income	9,504	36,929
	<u>12,418</u>	<u>39,734</u>

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Notes to the Financial Statements for the Year Ended 31 January 2023

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12 Related parties

Controlling entity

The charity is controlled by the trustees.

13 Analysis of funds

	At 1 February 2022	Incoming resources	Resources expended	At 31 January 2023
	£	£	£	£
General Funds				
Unrestricted income fund	270,038	197,199	(146,945)	320,292
Prior year				
	At 1 February 2021	Incoming resources	Resources expended	At 31 January 2022
	£	£	£	£
General Funds				
Unrestricted income fund	255,336	117,885	(103,183)	270,038

14 Net assets by fund

	Unrestricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£
Current assets	332,710	332,710	309,772
Creditors: Amounts falling due within one year	(12,418)	(12,418)	(39,734)
Net assets	320,292	320,292	270,038
Prior year			
	Unrestricted funds	Total funds 2022	Total funds 2021
	£	£	£
Current assets	309,772	309,772	295,419
Creditors: Amounts falling due within one year	(39,734)	(39,734)	(40,083)
Net assets	270,038	270,038	255,336

