

Prostate Cancer Support Association

(Central England)

A Patient-led Voluntary Organisation

2020
**AND ON**

**ANNUAL REPORT AND ACCOUNTS
31st DECEMBER 2020**

Registered Charity No. 1092547

Prostate Cancer Support Association (Central England) Annual Report for 2020

Introduction

The Trustees of the Prostate Cancer Support Association (Central England) submit their annual report and audited financial statement for the year ending 31 December 2020.

The Association was set up on the initiative of two prostate cancer patients, a consultant urologist, and a urology nurse specialist in March 2000. A formal steering committee was established on 4th September 2000. One of the aims was to establish a charitable association, and this was achieved in June 2002.

Objectives

The Charity's objectives are to:

- Help and support persons with prostate cancer, and those who care for them, the partners, families, and friends of persons with prostate cancer, and persons bereaved through prostate cancer.
- Provide awareness and information about prostate cancer to men with or at risk of prostate cancer, the partners, families, and friends of those men, and to members of the public at large.

Organisation

The Association is governed by an annually elected Executive Committee, whose members form the Board of Trustees, and whose job is to ensure the smooth and proper running of the organisation. Overall strategy and policy are agreed by the Executive Committee (Trustees). At the Annual General Meeting all the committee members retire and are eligible for re-election.

The trustees meet as an Executive Committee at least six times a year, but often more frequently. In addition, they meet as specific working groups as and when necessary.

The Board of Trustees currently comprises (as of December 2020):

- Brian Cooley, Chairman and Treasurer
- Peter Chapman
- Jenny Chapman
- Dave Kemble
- Mary Kemble
- Peter Smith, Secretary

Jenny Randell stepped down from the Board of Trustees in April 2020. We all appreciate her valuable contribution to the Association, in particular her drive and enthusiasm that ensured the success of the two events at the Windmill Club.

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Review of Activities in 2020

It's been a challenging year for us all. We were only able to hold one open meeting – at the Ambleside Club on 5th March. We had organised our AGM for April at the Myton Hospice on the UHCW site in Coventry, but, no surprise, we had to cancel. Despite the lack of physical meetings, we have done our best to maintain a pastoral care towards our members, particularly by trying to keep in contact with members suffering from ill health. We eventually held a virtual AGM in October, and the usual Christmas lunch was replaced by a *Zoom* meeting. Thanks to those who participated in this meeting; it was particularly cheerful and a good opportunity to catch up on all the news.

We are obviously looking forward to getting back to holding meetings as normal. However, there might still be a place for virtual meetings in future. Such meetings have several benefits, eg they avoid the need for travel – which is a consideration in the winter months. But also, a virtual meeting allows us to share a speaker with another support group – in this way boosting attendance. Please get back to us with your reactions to this idea – we'd very much like to hear from you. We clearly recognise that virtual meetings require a PC, laptop, tablet, or smart phone. Set-up is normally straight forward, but if anyone would like advice or help in this respect please contact the Secretary.

We had a host of Awareness events lined up for 2020. We kicked off early with a very successful event at the Windmill Club, Hartshill on 11th January. We tested 98 men including the local MP, Marcus Jones. Thanks to Jenny Randell for all her efforts to organise and promote this event.

Our second – and, as it turned out, only other event of the year - was at St Finbarr's on 7th March. This was our busiest ever event at the club – we tested 140 men. It was also our first event using the new Online Booking and Results Service developed for the Graham Fulford Charitable Trust (GFCT). A third of these men had booked beforehand and joined the short queue to see the phlebotomists. The rest had to be registered via the online system - a process which took about 6 minutes per man. However, there were 6 of us doing the registering so the wait time was reasonable. Nevertheless, it was a very busy morning and our phlebotomists and volunteers, including Sam and Caitlin from the GFCT, worked extremely hard. It was a tremendous team effort and our thanks are due to all who made it such a success. During the event John Slack, from the Bedworth Walking Football Club, made us a very generous donation of £100.

We will be using the registration system (referred to above) for all future events. One of the many benefits is that pre-registering allows us to allocate time slots thereby significantly reducing wait and queue times. Little did we realise how important it would be for post COVID-19 events.

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In the absence of testing events we have had to point men to the GFCT web site (mysatests.org.uk) where home testing kits are available to order.

Another unfortunate casualty of the pandemic was the Charity Concert with the City of Coventry Male Voice Choir organised for 6th June. This was to have featured the Coventry based *WorldSong* choir as well as the CCMVC, and would have been a wonderful musical celebration.

Despite the curb on our Awareness events, we have still received generous local support. Notable donations include those from Steve Cragg's *Movembers* sponsorship (doubled by DHL, his employer), the Major Boyd Carpenter Charity, the City of Coventry Freemans Guild, and the Coventry Foundation Lodge. We are most grateful for this generosity; it enables us to offer PSA testing to so many men. Every year we hear of more men who have been diagnosed and successfully treated. Their gratitude and support inspires us in our work to encourage men to proactively demand PSA tests from the age of 50 onwards.

Membership of the Association is static – though men are still being diagnosed and treated at UHCW – some of whom we have helped. The UHCW based support group has also been on hold for most of the year. We have agreed with Myton Hospice that we can hold open meetings on their site. It is hoped this will enable us to have joint meetings with the UHCW-based group - which meets every two months.

Our thanks are due to all those members who regularly support our events and meetings (real or virtual). *The Spring*, our Newsletter also aims to keep members, patrons, and supporters in touch with what is going on at the local and national level. Likewise, our web site (www.cnwpcsg.org.uk) is kept up to date with news and information.

Tackle Prostate Cancer, aka the National Federation of Prostate Cancer Support Groups

We are affiliated to the National Federation of Prostate Cancer Support Groups. The Federation's *Tackle Prostate Cancer* brand is now well established, and the Federation continues to campaign for improved access to the latest treatments and for earlier diagnosis of Prostate cancer. It works at the national level to lobby Government, the NHS, and Prostate Cancer charities to see things our way and, particularly, to push for access to the latest treatments and measures to ensure the early diagnosis of prostate cancer. The Federation's meetings are open to us all as members and are always worth attending for the latest information on prostate cancer diagnosis and treatment. Of course this year's Annual Conference and AGM was held online - in September. The theme was "Prostate Cancer Screening and Early Diagnosis", and the presentations were, as usual, excellent. Ken Mastris, the new Chairman, announced the appointment

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of Sarah Gray to the newly created role of *National Support Development Manager*. This appointment is on the back of the £238,000 award from the National Lottery Fund. There is a good write-up of the presentations in Issue 49 of Prostate Matters, the Federation's Quarterly Newsletter. We normally distribute copies of Prostate Matters at our open meetings. However, in the absence of such meetings we are posting them out to members. In the meantime the 50th Edition is available on the Tackle web site at <https://tackleprostate.org/prostate-matters.php> - alongside an archive of all previous issues.

For further details of Federation activity and meetings see their much enhanced web site at <http://www.tackleprostate.org>. The Federation also runs a national Help Line on 08000355302. By dialling this number, you will always be able to contact men who have experienced a variety of prostate cancer treatments.

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Financial Report

Responsibilities of the Trustees

Charity law requires that for each financial year the Trustees prepare financial statements that give a true and fair view of the financial health of the Charity and of the surplus or deficit of the Charity for that period. The trustees have overall responsibility for ensuring that the Charity has appropriate systems of financial control. They are also responsible for keeping proper accounting records which disclose with accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act.

The Association submits a copy of the accounts to the Charity Commission each year. The Prostate Cancer Support Association (Central England) is keen to make available its finances to the scrutiny of anyone wishing to examine them. They are included in this report for that purpose.

Report

The Trustees of the Association continue to recognise the need to maintain a strategy of administration and fundraising that enables the objectives of the Charity to be achieved. Administration costs have been kept to a minimum.

Total funds at 31st December 2020 were £13,194 compared to the 2019 figure of £14,701, a difference of £1,507.

Income for 2020 was significantly down from £19,164 in 2019 to **£6,985**. This was largely due to the pandemic with gifts, donations, and fund raising much reduced. This can be clearly seen in the Financial Statement.

Expenditure for 2020 was £8495. This figure is distorted by £3,454 which was carried over from 2019 due to the late receipt of invoices from UHCW for PSA test results incurred in the latter part of 2019. Were it not for this the expenditure incurred in 2020 would have read £5,041.

All in all, our finances are sound, and we can look forward to resuming our PSA awareness events when the rules allow, hopefully during the latter part of 2021.

We are extremely grateful for the donations we have received during the year which have been acknowledged personally, in our Newsletters, and on our web site (www.cnwpcsg.org.uk).

Our thanks once again to Mr Ronald Raines of the Hinckley Baptist Church who examined the records and accounts.

PROSTATE CANCER SUPPORT ASSOCIATION (CENTRAL ENGLAND)

Financial Statement for Year Ending 31 DECEMBER 2020

Income and Expenditure Report

	2020	2020	2019	2019
	£	£	£	£
INCOME				
Gifts & Donations	4,259.42		8,631.94	
Fund Raising	1,546.31		7,186.76	
Membership Fees	190.00		180.00	
Christmas Lunch	-		245.65	
Quiz Night	-		291.50	
Corporate PSA Tests Donations	-		2,251.00	
HMRC Gift Aid	990.03		378.12	
Sub Total		6985.76		19,164.97
EXPENDITURE				
PSA Testing	7,549.56		8,832.69	
Post, Stationery & Printing	99.00		197.04	
Website & Mobile Phone	144.00		215.64	
Insurance	677.95		655.45	
Travel & Subsistence	-		101.65	
Donations	25.00		25.00	
Christmas Lunch	-		410.45	
Quiz Night	-		228.80	
Sub Total		8495.51		10,666.72
Income less Expenditure		-1509.75		
BANK BALANCE				
Current Account b/f 01 January 2020		12289.43		
Transfer from Deposit Account				
Income less Expenditure		-1509.75		
c/f 31 December 2020		10779.68		
Deposit Account b/f 01 January 2020		2412.18		
Transfer to Current Account				
Interest		2.23		
c/f 31 December 2020		2414.41		
TOTAL FUNDS 31 DECEMBER 2020		13194.09		

Signed by on behalf of the Trustees

Office
CHAIRMAN

[Signature]

Date 22/03/21

Office
SECRETARY

[Signature]

Date 22/03/21

I have viewed the Charity's accounting records and confirm they comply with the Charity Commission

standard for receipts and payments

Signed

[Signature]

Date 15/2/21

The financial report was presented to the Trustees on _____ and was approved for presentation to the members at the Annual General Meeting 2021

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Chairman's Report

Last year I wrote how we were obliged to curtail all our face to face meetings because of Covid19/lockdown for much of 2020, but hoped we might be able to start again in July/August. Whoops, I was a full 12 months out and we have only now, tentatively, pencilled in an Awareness Event with the Rugby Rokeby Lions for September this year. Such an event will need a great deal of careful planning to ensure that we maintain the strict safety standards required.

I also mentioned that membership of the group continued to be a cause of concern and that with the restrictions imposed by Covid it was difficult to see how we could address the problem. Sadly nothing has changed on that front but we can hope that we attract new members when the proposed joint meetings with the UHCW Prostate Cancer Group come to fruition.

We have not, obviously, needed to have as much involvement with our local hospitals, consultants, oncologists, specialist nurses, and phlebotomists this past year but are confident that our close relationships will be resumed when our activities get back on track.

I would like to thank all those who have generously made gifts and donations to help fund our aims of making men and their families aware of Prostate Cancer. Our thanks also to our Patrons for their continued support.

At the very beginning of this Report we remind you that the Association was founded in 2000. This makes us „21‘ this year! We will be looking for an opportunity to celebrate this milestone later in the year.

Finally, thanks to all of you who support us, and we hope to see you at meetings and events as soon as permissible.

Patrons:

R. Blacklock FRCSI; FRCS Ed
Don Maclean MBE
Cllr Ken Taylor OBE
Donald MacDonald BA, BM BCh FRCS (Urol)

Trustees:

Brian Cooley Chairman and Treasurer
Peter Chapman
Jenny Chapman
Dave Kemble
Mary Kemble
Peter Smith Secretary

Bankers:

HSBC
20 Newdegate Street
Nuneaton
Warwickshire
CV11 4EX

Accounts Examiner:

Ronald Raine



**Prostate
Cancer
Support
Association**
(Central England)
Registered Charity No. 1092547

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