

**Childhood Eye Cancer Trust
(Limited by Guarantee)**

**REPORT AND ACCOUNTS
For the year ended 31 March 2010**

Company No. 2143917

Charity No. 327493

**Johnston Smillie Ltd.
Chartered Accountants & Business Advisors
22 Craigmount Avenue
Edinburgh
EH12 8HQ**

**Childhood Eye Cancer Trust
(Limited by Guarantee)**

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**Childhood Eye Cancer Trust
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LEGAL AND ADMINISTRATIVE INFORMATION

Company Number: 2143917

Charity Registration number: 327493

Registered Office and operational address:

The Royal London Hospital
Whitechapel Road
LONDON
E1 1BB

Board of Trustees

The following persons served as Trustees during the year:

Gary Atherton
Andrew Charley
Sarah Hollyer
Rowan Miller
Lisa Neilson
Mark Percival
Steve Tyler

Stuart Ball
Philippa Godden
Ffion Miles
Philip Moore
Warren Newman
Andrew Spillane (Appointed 20.06.09)

Company Secretary:

Rose-Marie Sexton

Chief Executive:

Libby Halford

Accountants:

Johnston Smillie Ltd.
Chartered Accountants & Business Advisors
22 Craigmount Avenue
Edinburgh
EH12 8HQ

Auditors:

Charles Burrows & Co
Chartered Accountants and Statutory Auditors
7 Palmerston Place
Edinburgh
EH12 5AH

Bankers:

CAF Bank Ltd
PO Box 289
West Malling
Kent
ME19 4TA

Lloyds TSB Bank plc
44-45 The Broadway
Ealing
London
W5 5JU

**Childhood Eye Cancer Trust
(Limited by Guarantee)
REPORT OF THE BOARD OF TRUSTEES**

The Trustees have pleasure in submitting their Report and the Financial Statements for the year ended 31st March 2010.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Childhood Eye Cancer Trust (CHECT) (“the Charity”) is a charitable company limited by guarantee, incorporated on 1st July 1987 and a registered charity.

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The directors of the company are also charity trustees for the purposes of charity law and are known as the Board of Trustees. Under the company’s Articles, the members of the Board of Trustees are elected to serve for a maximum term of three years. In September 2008, the Articles were amended such that Trustees may offer themselves for re-election for one further term and thereafter a final term at the discretion of the Board. Members of the Charity and the Board of Trustees are entitled to elect new trustees to the Board, up to a maximum of 15.

New Trustees are provided with information about their role and responsibilities as set out by the Charities Commission and the National Council for Voluntary Organisations (NCVO). They are also supplied with a copy of the Governing Instrument, the Strategic Development plan, the Chief Executive’s Report and Minutes from three previous Board meetings. An induction meeting, to go over the background relevant to current matters in hand, takes place with the Chairman and/or Chief Executive prior to the prospective Trustee being invited to observe a Board meeting and before standing for election by the Board and the members at the subsequent Annual General Meeting of the Charity. Training on matters relevant to the role and responsibilities of Trustees is offered and the Board subscribes to literature pertinent to good governance. All Trustees are required to sign a contract setting out their responsibilities and to undergo criminal record bureau checks. All but three Trustees have personal experience of retinoblastoma (“Rb”).

The Trustees meet six times a year and at the beginning of each meeting, they are invited to declare conflicts of interest; currently there are none. Trustee’s performance and skills are reviewed periodically and new Trustees are appointed to meet the needs identified. The Charity is a signatory to the NCVO’s Good Governance Code for the Voluntary and Community Sector.

This year, staffing consisted of a Chief Executive (four days per week), Fundraising Manager (full time), Family Support Worker based in Birmingham (three days per week), a Support Worker/Information Officer based in London (full time but reducing to three days per week in the last quarter, after maternity leave) and an Administrator (four days per week).

The Charity is not affiliated with any other charitable organisation and has no related parties except for as shown in the notes to the accounts

Risk assessment

The Trustees maintain a comprehensive risk register which includes plans to mitigate or manage the risks identified. Two areas of potential concern were identified:

- Failure to raise sufficient funds to meet planned expenditure;
- Economic slowdown in the UK, reducing charitable giving.

The Trustees aim to mitigate these risks by:

- Maintaining sufficient reserves;
- Holding an annual review of the Fundraising Strategy;
- Seeking to actively diversify sources of income;
- Regular reviews of fundraising performance;
- Only undertaking projects on a fully funded basis, the exception being longer term research grant making.

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REPORT OF THE BOARD OF TRUSTEES (cont'd)

The Risk Register is reviewed by the full Board of Trustees on an annual basis and six monthly by the Finance and Resources Committee with the Chief Executive; more regularly if necessary in response to events.

OBJECTIVES AND ACTIVITIES

Objects of the Charity

Retinoblastoma is a rare form of eye cancer which affects children predominantly under the age of 5 years and accounts for 3% of childhood cancers. 45% of cases are heritable and this carries with it an increased risk of developing tumours in other parts of the body in later life. The Charity was founded to provide support and information to those affected by retinoblastoma. It merged with another charity funding research projects which were specifically related to retinoblastoma and then began to run campaigns aimed at raising awareness amongst health professionals in order to preserve more sight. Its aims are:

- To provide support and information to families and individuals affected by retinoblastoma.
- To raise funds to support research into issues concerned directly with retinoblastoma.
- To raise awareness of retinoblastoma amongst health professionals and others.
- To lobby and influence policy in order to improve service delivery for those affected by retinoblastoma.

Objectives, Strategies for Achievement and Public Benefit

The Trustees review the strategic development of the Charity each year and in 2008, adopted a new Strategic Development Plan and Fundraising Strategy for the period commencing 1st April 2008 to 31st March 2011. The Mission Statement adopted at this time “To prevent sight loss and death as a result of having retinoblastoma and to support those affected by it” embodies the main Objective of the Charity “To promote the relief of children suffering from retinoblastoma”. However, the increase in demand for assistance from adult survivors led the Trustees to consider formal changes to its Memorandum of Association and a resolution was carried unanimously at the AGM in September 2008 to amend the Objective as follows “To promote the relief of children with retinoblastoma and to provide on-going support for those affected”. The amendment was approved by the Charities Commission.

The Trustees have considered the objectives of the Charity and have given regard to how these objectives and the associated activities meet the public benefit criteria of advancing health, saving lives and the relief of those in need by reason of ill health. The Charity is the only UK wide charity working on behalf of those affected by retinoblastoma and it is the opinion of the Trustees that this group of people benefit from the services provided by the Charity in the following ways.

Main objectives	Strategy for achieving these
To ensure that everyone affected by Rb has access to support and information according to their need.	Employment of Support Workers and Information Officers. Continued development of network of family contacts and regional support groups. Further development of newsletter and website content. Increase knowledge through Annual Members Day, website, newsletters and leaflets. Grants to assist with travel costs of families bringing children to clinics.

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REPORT OF THE BOARD OF TRUSTEES (cont'd)

Main objectives (cont'd)	Strategy for achieving these (cont'd)
To save life and minimise the impact of visual impairment by ensuring healthcare professionals know about retinoblastoma, its signs and symptoms; that they listen to concerned parents; and make quick referrals where necessary.	Targeted mailouts, education programmes, poster campaigns, exhibitions and specialist press activity.
Promoting knowledge of the possible impact of having had Rb as a child with regard to genetics and other cancers to both former patients and their doctors.	By means of information campaigns and helping those affected to come back into long-term follow-up.
Proactively engaging in the advancement of knowledge of retinoblastoma; its treatment and impact on the individual.	Through the Research Sub-Committee, identifying suitable projects for funding and raising funds for these projects.
Working with other organisations to bring about improvements in the way in which services are delivered both in the UK and overseas.	Work closely with the Department of Health, NHS National Commissioning Group, Childhood Cancer and Leukaemia Group, treatment centres in the UK and other umbrella bodies.

Research grant making policy

The Charity awards grants to individuals who wish to pursue research projects or audits in order to advance the knowledge of retinoblastoma and related issues. Applications go before a Research Sub-committee which evaluates the validity and appropriateness of the proposal, seeking peer review where necessary, before making recommendations to the Trustees for funding. Grant recipients are required to provide six monthly progress reports and present a final report to the Trustees.

Use of volunteers

The Charity makes significant use of voluntary labour and would like to thank the volunteers for the many hundreds of hours of time and expertise given including the activities. In addition to the voluntary network of 9 Support Volunteers who support others with similar experience of retinoblastoma and its treatment, there are a number of dedicated volunteers who support the Charity in the following ways (working either from home or in the office) (see Note 6):

- Administration of travel grants;
- Moderation of the on-line forum for members;
- Enhancements to the functionality of the Charity's database;
- Running the Christmas Card operation each year;
- Review and update of the Charity's HR policies;
- Newsletter distribution;
- Annual Members' Day activities;
- Ad hoc office duties.

ACHIEVEMENTS

Awareness

In line with the Charity's commitment to raise awareness of retinoblastoma amongst parents of newborn and young children, there was a six month placement of information about the signs carried in the Bounty Network's New Born publication, followed by a similar insertion in the Colchester area newsletter of the Natural Childbirth Trust at no cost, and with thanks to a parent member. Information leaflets were also sent to all early years centres in the Manchester area again, with thanks to a volunteer supporter. The "Art for Eyes" competition held during Rb World Awareness Week in May 2009 proved very popular with the primary schools that took part, with painting sets and prizes kindly donated by Oasis Arts and Crafts Group.

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REPORT OF THE BOARD OF TRUSTEES (cont'd)

Raising awareness amongst healthcare professions was successfully achieved by placing articles in Practice Nursing, GP Magazine and the newsletter for community Health Professionals.

National coverage was achieved by continued presence in local and national press, magazines, television news and the increasingly popular Twitter. Members are embracing digital media and more pages on Facebook have helped to develop the gentle dissemination of awareness.

The Trustees are particularly grateful to OMD Communications who have been assisting the Charity on a pro-bono basis with the development of a communications strategy, focused on digital communications and new media, which will allow the Charity to raise awareness of Rb amongst at risk groups.

Research

The genetics audit funded by the Charity continued throughout 2009 with questionnaires being sent to former Rb patients born after 1965. Respondents were invited to give information about their understanding of their genetic status. Where needed, individuals are being offered genetic screening or up-to-date information about their condition. Initial findings suggest many people have welcomed the opportunity to discuss their genetic concerns with specialist nurses. Results will be published once the project ends in the autumn of 2010 and it is hoped that fewer children with the genetic form of the disease will be presented to clinics with advanced disease due to parents being unaware of the risk of inheriting Rb.

Funding of £15,152 was granted to Professor K Ono of Sankara Nethralaya Hospital, Chennai, India for the study of protein HGMA2 to determine whether it is possible to treat advanced tumours to prevent them becoming invasive and spreading outside the eye. Funding will be over the next three years.

Funding of £17,840 was awarded to Dr Carmel McConville of the University of Birmingham for a one year pilot study to find ways of identifying the most aggressive forms of tumour with a view to assisting with treatment decisions at the outset. Early indications indicate the pilot is yielding some positive results which, if borne out at the end of the study in the autumn of 2010, could lead to further work being funded by the Charity over the next two years.

At their annual strategic review in February 2010, the Trustees re-affirmed their commitment to continuing to support research projects which will benefit those with retinoblastoma and work will be undertaken throughout the year to develop a Research Strategy to meet the needs of its stakeholders.

Support

The Charity began by supporting families with children diagnosed with retinoblastoma and this continues to be central to its work with Support Workers being on hand at both hospitals and supporting families by phone and email. In line with the Trustee's desire to provide support to all those affected by Rb, there has been an increasing emphasis on providing assistance to adults who have been affected by the condition, or late effects of treatment. A "young adults" group was formed, with grant funding from Macmillan and this group will continue to meet for mutual benefit and provide feedback to the Charity to assist with its strategic development. Macmillan also assisted with start-up funding for member groups in Scotland and Swindon and both meetings were well attended and will continue to develop, enabling families and individuals to meet at locations closer to their home.

The launch of the on-line members' forum has proved a welcome addition to ways of communicating and facilitating mutual support amongst members and the Trustees would like to thank the members who moderate the forum on a voluntary basis.

The Charity has been working with children's cancer charity Clic Sargent to develop local support for all children with retinoblastoma and this has been welcomed by the affected families. The Charity continued to grant £200 "one-off" bursaries to assist with travel to the Rb treatment centres, such assistance being of

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REPORT OF THE BOARD OF TRUSTEES (cont'd)

great value to families at the very stressful time of diagnosis. Funds are now depleted and other benefactors are being sought.

Fundraising

The majority of the Charity's income is derived from individual members and supporters. The Trustees are enormously grateful for all their hard work and generosity and in particular would like to thank the London and Edinburgh marathon teams and ballot runners who raised in excess of £30,000 between them and the outstanding efforts of Simon Jeffs, Rob Gearing and friends who raised in excess of £20,000 (part of which was received in the year ended 31 March 2009) by undertaking the Devizes to Westminster International Canoe Race.

Thanks also goes to Oasis Arts and Crafts Group for the donation of prizes for our awareness raising "Art for Eyes" competition which ran in primary schools during Rb World Awareness Week in May 2009 and their voluntary support at the Annual Members Day in September 2009. Writtle College in Chelmsford also raised £3,250 for the Charity during their Rag Week and Ann Brodin and Natalie Barso hosted fundraising balls that jointly raised £8,000.

The Trustees would also like to thank the Bristol Rivers Fly Fishers Association and the Bristol Mall Galleries for their generous donation and also the Mall customers who donated 40 gifts for children at Christmas. Hachfest music festival committee also donated £1,200 this year from the proceeds of their Annual event. The Trustees would also like to thank the organisers of the Charley Mill Charity Shoot and Ball for their continued support.

The Trustees also wish to acknowledge and thank various grant-making trusts for their very significant contribution during the year:

Mrs TA Briggs (Deceased) Trust	£10,000
Trustees of the Ensix Charitable Trust	£10,000
The Boltini Trust	£5,000
Sidney Hillman Charitable Trust	£1,000
The Wilfred and Elsie Elkes Charity Fund	£1,600
The HR Pratt-Boorman Family Foundation	£1,000
The Charles Shorto Charitable Trust	£1,000
The Sweet Pea Charitable Trust	£1,000
J H McGregor Deceased	£1,000

The Trustees also thank the many companies and organisations who so kindly made donations, held events and provided sponsorship to help the work of the Charity. In particular:

Legal and General Insurance	£3,710
GE Capital Research	£3,267

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REPORT OF THE BOARD OF TRUSTEES (cont'd)

FINANCIAL PERFORMANCE

Set out below is a summary of the financial performance of the Charity in the year ended 31st March 2010:

	2010	2009	Change	Change
	£	£	£	%
<u>Incoming Resources</u>				
Unrestricted funds	180,169	158,284	21,885	+13.8
Restricted funds	44,572	51,607	(7,035)	-13.6
Total Incoming Resources	224,741	209,891	14,850	+7.1
<u>Resources Expended</u>				
Unrestricted funds	(192,280)	(181,612)	(10,668)	-5.9
Restricted funds	(77,130)	(62,767)	(14,363)	-22.9
Total Resources Expended	(269,410)	(244,379)	(25,031)	-10.2
<u>Net Outgoing Resources before transfers</u>				
Unrestricted funds	(12,111)	(23,328)	11,217	+48.1
Restricted funds	(32,558)	(11,160)	(21,398)	-191.7
Total Net Outgoing Resources before transfers	(44,669)	(34,488)	(10,181)	-29.5

The total incoming resources of the Charity increased during the year by £14,850 to £224,741 (2009: £209,891). During the year, the Charity sought to continue to diversify its sources of income and was successful in raising increased unrestricted funds from new and existing marathons, runs and other events. The Charity also made several successful applications to small grant-making trusts (see page 8), reducing its reliance on making successful applications to a few large grant-making trusts.

Total resources expended increased during the year by £25,031 to £269,410 (2009: £244,379). Of this increase in expenditure, £14,363 was due to the draw-down of restricted funds that had been previously received by the Charity for activities and programmes such as travel grants and medical research. The remaining increase in expenditure, compared to 2009 of £10,668 was due to increases in costs of generating funds for the Charity, its charitable activities and its governance.

Overall, the Charity has recorded net outgoing resources of £44,669 in the year, an increase of £10,181 (2009: net outgoing resources of £34,488). Underlying this performance, net outgoings of unrestricted resources decreased by £11,217 to £12,111 (2009: net outgoings of £23,328) and net outgoings of restricted resources increased by £21,398 to £32,558 (2009: net outgoings of £11,160).

Policy on reserves

The Trustees have examined the unrestricted funds of the Charity as at 31st March 2010, which total £159,493. These funds have been retained and are principally used to fund unrestricted expenditure. Having examined the available funds, and budgeted expenditure for financial year ending 31 March 2011, the Trustees determined that nine months working capital should be held in reserve. On this basis, the amount required to run the Charity for nine months as at 31 March 2010, excluding special or one off projects but including winding up costs would be £143,380.

The Trustees review the Charity's reserves policy on a regular basis no less than annually.

PLANS FOR THE FUTURE

During the coming year, the Charity will be undertaking a survey of its members to determine their satisfaction with the service it provides and to inform decisions for future service development. The survey will be undertaken by post, on-line, by phone and in person. Professional assistance has been offered on a

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REPORT OF THE BOARD OF TRUSTEES (cont'd)

pro-bono basis which will help to ensure the outcome can provide a benchmark against which the progress of the Charity can be measured in the coming years.

It is the Charity's intention to promote its work more widely, with a view to attracting more funders and supporters so its identity, by way of its logo, has been strengthened to enable it to stand up against many competing brands, both within the sector and in the wider community. Following the re-launch of the logo, the website of the Charity will be re-designed and re-developed to provide greater access to content and interactivity for its users. Offers to undertake this work without charge are being considered.

Continuing its aim to raise awareness of retinoblastoma amongst parents of young children, the Charity will be holding discussions with suppliers of poster sites in target locations (e.g. pre-schools and nurseries) with a view to obtaining the maximum coverage for minimum expenditure.

The Charity has been successful once more with its application to be a feature charity of the BBC Lifeline Appeal which is expected to be aired in the late autumn/early winter time of 2010. This appeal proved very successful in the past for the Charity in raising awareness of Rb and funds and it is hoped this will be the case once again. The patron of the Charity, William Roache MBE has kindly agreed to make the presentation on our behalf.

In May 2010, during Rb World Awareness Week, the Charity undertook its first sponsored cycle from London to Paris with 13 committed riders, raising an anticipated £40,000 between them. There are plans to hold further rides, organised by Skyline in August and September 2010.

Retinoblastoma information binders are being developed as a joint project between the Charity and The Royal London Hospital, with funding from the hospital and the London Law Trust. The binders will be launched in the summer of 2010 and will provide information relevant to individual families from the time of diagnosis and treatment and beyond.

RESPONSIBILITIES OF THE TRUSTEES

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Board of Trustees should follow best practice and;

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ make judgements and estimates that are reasonable and prudent; and
- ◆ prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the financial statements comply with the Companies Act 2006 and the Memorandum and Articles of Association of the Charity. 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.

Members of the Board of Trustees

Members of the Board of Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

In accordance with company law, as the company's directors, we certify that:

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REPORT OF THE BOARD OF TRUSTEES (cont'd)

- ◆ so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- ◆ as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (Revised 2005) and with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Auditors

Messrs Charles Burrows & Co. Chartered Accountants and Statutory Auditors were reappointed as auditors by the directors and have expressed their willingness to continue in office. Their appointment will be ratified by the members at the annual general meeting.

Approved by the Trustees on and signed on their behalf by:

.....
Chairperson

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**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS
OF CHILDHOOD EYE CANCER TRUST**

We have audited the financial statements of Childhood Eye Cancer Trust for the year ended 31 March 2010, on pages 14 to 23 which have been prepared under the historical cost convention and the accounting policies set out on page 16 and 17.

This report is made solely to the charitable company's members, as a body, in accordance with section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Trustees and auditors

As described on page 10 and 11, the Charity's Board of Trustees, who are also directors of the Childhood Eye Cancer Trust for the purposes of company law, are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and the Companies Act 2006. We also report to you if, in our opinion the Report of the Board of Trustees is not consistent with the financial statements, if the charitable company has not kept proper accounting records, if the Charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed.

We read the Report of the Board of Trustees and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

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**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS
OF CHILDHOOD EYE CANCER TRUST (cont'd)**

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 March 2010, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with the provisions of the Companies Act 2006, and
- the information in the Report of the Board of Trustees is consistent with the financial statements.

**WAS Gunn CA Senior Statutory Auditor
For and on behalf of
Charles Burrows & Co
Chartered Accountants and Statutory Auditors
7 Palmerston Place
Edinburgh
EH12 5AH**

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**STATEMENT OF FINANCIAL ACTIVITIES
INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 March 2010**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2010 £	Total 2009 £
<u>Incoming resources</u>					
Incoming resources from generated funds					
<i><u>Voluntary income</u></i>					
	4				
Legacies		31	-	31	-
Donations		41,918	3,058	44,976	39,503
Marathons, runs and other sponsorship		69,647	916	70,563	61,660
Events organised by members and CHECT		42,317	15,968	58,285	59,130
		<u>153,913</u>	<u>19,942</u>	<u>173,855</u>	<u>160,293</u>
<i><u>Activities for generating funds</u></i>					
Christmas cards		6,933	-	6,933	8,903
Merchandise sales		20	-	20	107
		<u>6,953</u>	<u>-</u>	<u>6,953</u>	<u>9,010</u>
<i><u>Investment income</u></i>					
Bank interest		1,327	-	1,327	10,989
		<u>162,193</u>	<u>19,942</u>	<u>182,135</u>	<u>180,292</u>
Total incoming resources from generated funds					
Other incoming resources					
Grant income		17,944	24,630	42,574	29,499
Miscellaneous income		32	-	32	100
		<u>180,169</u>	<u>44,572</u>	<u>224,741</u>	<u>209,891</u>
Total incoming resources					
<u>Resources expended</u>					
<i><u>Costs of generating funds</u></i>					
<i>Costs of generating voluntary income</i>					
	5	46,137	124	46,261	44,325
<i>Fundraising trading - costs of goods sold and other costs</i>					
	5	7,406	31	7,437	6,593
		<u>53,543</u>	<u>155</u>	<u>53,698</u>	<u>50,918</u>
<i><u>Charitable activities</u></i>	5	106,637	76,852	183,489	166,627
<i><u>Governance costs</u></i>	5	21,829	92	21,921	14,154
<i><u>Influencing costs</u></i>	5	10,271	31	10,302	12,680
	5	<u>192,280</u>	<u>77,130</u>	<u>269,410</u>	<u>244,379</u>
Total resources expended					
Net Income/ (expenditure) for the year	3	(12,111)	(32,558)	(44,669)	(34,488)
<u>Reconciliation of funds</u>					
Total Funds at 1 April 2009		<u>171,604</u>	<u>125,922</u>	<u>297,526</u>	<u>332,014</u>
Total Funds at 31 March 2010		<u>159,493</u>	<u>93,364</u>	<u>252,857</u>	<u>297,526</u>

The Notes in pages 16 to 23 form part of these accounts

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.
All of the activities of the charity are classed as continuing

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BALANCE SHEET

As at 31 March 2010

	Notes	2010 £	2009 £
Fixed assets:			
Tangible Assets	7	9,963	11,070
Current assets			
Stock	8	1,928	1,576
Debtors	9	21,245	28,570
Cash at bank and in hand		<u>313,976</u>	<u>272,980</u>
		337,149	303,126
Creditors:			
Amounts falling due within one year	10	<u>94,255</u>	<u>16,670</u>
Net current assets		<u>242,894</u>	<u>286,456</u>
Total assets less current Liabilities		<u>252,857</u>	<u>297,526</u>
Net assets	12	<u><u>252,857</u></u>	<u><u>297,526</u></u>
Capital and Reserves			
Unrestricted Funds	13	159,493	171,604
Restricted Funds	13	<u>93,364</u>	<u>125,922</u>
Total Charitable Funds		<u><u>252,857</u></u>	<u><u>297,526</u></u>

The notes on pages 16 to 23 form part of these accounts

These accounts are prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Approved by the Management Committee on and signed on their behalf by:

.....
Chairman

.....
Treasurer

Company registration number 2143917

**Childhood Eye Cancer Trust
(Limited by Guarantee)
NOTES TO THE ACCOUNTS
For the Year Ended 31 March 2010**

1. ACCOUNTING POLICIES

Basis of Accounting

The accounts are prepared under the historical cost convention and the Companies Act 2006 and are in accordance with applicable Accounting Standards in the United Kingdom (United Kingdom Generally Accepted Accounting Practice), the Charities Act 1993 and the Statement of Recommended Practice – Accounting and Reporting by Charities (revised 2005).

Cashflow Statement

In accordance with Financial Reporting Standard 1, the Charity has not prepared a funds flow statement due to the exemption afforded to small companies.

Tangible Fixed Assets

Tangible fixed assets are included in the accounts at cost. The Charity's policy is to capitalise all fixed assets of a value greater than £100.

Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Plant & Machinery	-	10% Reducing Balance
Equipment, fixtures and fittings	-	10% Reducing Balance

Pensions

Two members of staff are members of the Charity's stakeholder pension scheme. Employers' contributions are charged to the profit and loss account in the period in which they relate.

Leasing

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Funds

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

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Income

All incoming resources are recognised once the Charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate. Grants for the purchase of fixed assets are treated as deferred income, and released to the Income and Expenditure account as the relevant assets are written off. Donations and legacies are credited to income upon receipt.

**Childhood Eye Cancer Trust
(Limited by Guarantee)**

**NOTES TO THE ACCOUNTS (cont'd)
For the Year Ended 31 March 2010**

1. ACCOUNTING POLICIES (CONT'D)

Resources expended

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.

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

Costs are allocated dependent on the activity categories of the resources expended. The support costs of overall direction and administration, comprising the salary and overhead costs of the central function are apportioned on an appropriate basis e.g. staff time, as set out in note 5.

- **Costs of generating funds.** The costs of generating funds include the cost of fund raising events such as the London Marathon and other events.
- **Charitable activities.** Costs of charitable activities include all expenditure for providing support and information to families; for raising awareness amongst health professionals and the general public; and grants awarded and other expenditure for medical research.
- **Governance costs.** Governance costs comprise all costs associated with the governance arrangements of the Charity which relate to the general running of the Charity. Included within this category are any costs associated with the strategic as opposed to day to day management of the Charity's activities.
- **Influencing costs.** Influencing costs are resources expended in bringing about improvements in the way services are delivered to all persons affected by retinoblastoma in the UK and overseas. These activities include, but are not limited to, working with the Department of Health, NHS Commissioning Group – Childhood Cancer and Leukaemia Group, treatment centres in the UK and other charities and umbrella bodies.

2. RELATED PARTY TRANSACTIONS AND TRUSTEES' REMUNERATION

During the period travel expenses, amounting to £1,209 (2009: £960) were reimbursed to 4 of the Trustees (2009: 4 Trustees).

No Trustees received any remuneration during the year.

3. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2010	2009
	£	£
Depreciation	1,107	1,230
Operating lease payments – Land and buildings	6,582	7,729
Auditors' Remuneration	1,582	1,322

**Childhood Eye Cancer Trust
(Limited by Guarantee)**

**NOTES TO THE ACCOUNTS (cont'd)
For the Year Ended 31 March 2010**

4. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2010 £	Total 2009 £
Legacies	31	-	31	-
Donations:				
General donations	17,315	1,440	18,755	11,659
Standing orders	5,093	618	5,711	3,477
In memoriam	4,737	-	4,737	5,042
GAYE	2,871	-	2,871	3,481
Collecting tins	948	-	948	556
Barclays plc and Legal and General plc	3,710	-	3,710	2,092
Other corporate donations	7,244	1,000	8,244	13,196
	<u>41,918</u>	<u>3,058</u>	<u>44,976</u>	<u>39,503</u>
Marathons, Runs and other sponsorship:				
London Marathon	33,386	70	33,456	25,773
Paris Marathon	2,652	-	2,652	2,174
Great North Run	778	-	778	2,278
Edinburgh Marathon	352	-	352	2,276
Great Capital Run	-	187	187	2,217
Other running events and walks	8,452	639	9,091	8,765
Kayaking	13,173	-	13,173	5,081
Mt Kilimanjaro Climb	2,483	-	2,483	-
CHECT Railway Cup	1,624	-	1,624	1,590
GRIM Challenge	1,265	-	1,265	-
Sponsored swim	1,119	-	1,119	1,181
Sponsored head shave	1,067	-	1,067	750
Bungee jump	245	-	245	6,067
Others	3,051	20	3,071	3,508
	<u>69,647</u>	<u>916</u>	<u>70,563</u>	<u>61,660</u>
General events:				
Clubs and associations	4,907	-	4,907	10,850
Schools, colleges and nurseries	5,087	-	5,087	-
Musical events	5,483	-	5,483	-
Sponsored football events	1,669	-	1,669	3,720
Hacheston events	-	2,000	2,000	3,095
Balls	8,093	-	8,093	2,402
Charley Mill Charity Shoot and Ball	-	13,800	13,800	16,200
Stormont School events	10,040	-	10,040	1,100
Other events	7,038	168	7,206	21,763
	<u>42,317</u>	<u>15,968</u>	<u>58,285</u>	<u>59,130</u>
Total Voluntary Income	<u>153,913</u>	<u>19,942</u>	<u>173,855</u>	<u>160,293</u>

The Trustees would like to thank all the members and supporters who have contributed their time and effort to raising money for the Trust.

Childhood Eye Cancer Trust
(Limited by Guarantee)
NOTES TO THE ACCOUNTS (cont'd)
For the Year Ended 31 March 2010

5. RESOURCES EXPENDED

	Basis of Allocation	Charitable Activities							Total to 31/3/2010 £	Total to 31/3/2009 £
		Costs of Voluntary Income £	Fundraising Trading £	Medical Research and Grant Making £	Awareness Raising £	Family Support and Information £	Governance £	Influencing £		
Fundraising costs	Direct	5,931	-	-	-	-	-	-	5,931	6,753
Fundraising trading	Direct	-	4,590	-	-	-	-	-	4,590	1,789
Staff costs	Direct	-	-	-	-	44,252	-	-	44,252	47,646
Annual Day costs	Direct	-	-	-	-	3,183	-	-	3,183	3,650
Newsletter costs	Direct	-	-	-	-	6,473	-	-	6,473	7,392
Leaflets and printing	Direct	-	-	-	477	-	-	-	477	971
Travel bursary's awarded	Direct	-	-	6,400	-	-	-	-	6,400	23,600
Grants awarded to institutions	Direct	-	-	48,681	-	-	-	-	48,681	23,268
Awareness campaigns	Direct	-	-	-	8,050	-	-	-	8,050	5,756
Other direct costs	Direct	-	-	-	-	-	-	-	-	60
CHECT Network costs	Direct	-	-	-	-	986	-	-	986	-
Audit fees	Direct	-	-	-	-	-	1,582	-	1,582	1,322
		5,931	4,590	55,081	8,527	54,894	1,582	-	130,605	122,207
Staff costs	Staff Time	30,132	1,098	11,719	19,899	16,432	14,621	9,132	103,033	80,493
Recruitment	Staff Time	-	-	-	-	353	354	-	707	1,805
Travel and subsistence	Purpose	348	174	174	696	175	1,741	174	3,482	3,361
Travel grant expenses – VICTA	Purpose	-	-	-	-	-	-	-	-	418
Communications and stationery	Usage	1,817	392	392	1,958	1,958	853	459	7,829	6,370
Meetings, seminars and staff training	Activity Levels	369	75	75	373	373	149	75	1,489	2,259
Repairs & maintenance	Activity Levels	142	36	36	179	179	107	36	715	-
Premises expenses	Activity Levels	1,703	426	426	2,132	2,132	1,279	426	8,524	13,808
Accountancy fees	Activity Levels	4,957	496	496	1,488	1,488	992	-	9,917	9,490
Insurance	Activity Levels	417	87	156	416	416	243	-	1,735	836
Depreciation	Activity Levels	387	55	111	277	277	-	-	1,107	1,230
Bank charges	Activity Levels	58	8	17	42	42	-	-	167	102
Donations	Activity Levels	-	-	100	-	-	-	-	100	2,000
		40,330	2,847	13,702	27,460	23,825	20,339	10,302	138,805	122,172
Total		46,261	7,437	68,783	35,987	78,719	21,921	10,302	269,410	244,379

Childhood Eye Cancer Trust
(Limited by Guarantee)
NOTES TO THE ACCOUNTS (cont'd)
For the Year Ended 31 March 2010

6. STAFF COSTS AND NUMBERS

	To 31 March 2010 £	To 31 March 2009 £
Salaries and Wages	130,943	117,317
Employers NIC	13,139	8,907
Pension Contributions	2,921	1,915
	<u>147,003</u>	<u>128,139</u>

Split between family support workers and administration and support staff as follows:

Family Support Workers	44,252	47,646
Fundraising, Administration and Support Staff	102,751	80,493
	<u>147,003</u>	<u>128,139</u>

No employee received emoluments of more than £60,000.

The average number of employees during the year was:

	2010	2009
Full-time equivalents	4.1	3.7

Pension Costs

Amounts are paid in to a defined contribution stakeholder pension scheme. The pension cost charge represents contributions payable by the Charity.

Volunteers

During the year 18 volunteers contributed a total of 428 hours in carrying out a variety of administrative and support tasks. If the work carried out by these volunteers had been undertaken by employees paid at the minimum wage, the cost to the Charity would have been approximately £2,478. The Trustees would like to recognise the vital contribution made by the volunteers to the smooth running of the Charity and thank them for their hard work.

Childhood Eye Cancer Trust
(Limited by Guarantee)
NOTES TO THE ACCOUNTS (cont'd)
For the Year Ended 31 March 2010

7. TANGIBLE FIXED ASSETS

	Equipment, fixtures & fittings £
Cost	
At 1 April 2009	19,529
Additions during the year	-
Disposals during the year	-
At 31 March 2010	<u>19,529</u>
Depreciation	
At 1 April 2009	8,459
Charge for the year	1,107
Depreciation eliminated on disposal	-
At 31 March 2010	<u>9,566</u>
Net Book Value	
At 31 March 2010	<u>9,963</u>
At 31 March 2009	<u>11,070</u>

8. STOCK

	2010 £	2009 £
Christmas Cards	1,917	1,565
Key Fobs	11	11
	<u>1,928</u>	<u>1,576</u>

9. DEBTORS

Amounts Falling Due Within One Year	2010 £	2009 £
Tax Reclaim	4,501	3,535
Prepayments & Accrued Income	4,536	9,035
Other Debtors	12,208	16,000
	<u>21,245</u>	<u>28,570</u>

10. CREDITORS

Amounts Falling Due Within One Year	2010 £	2009 £
Trade Creditors	685	2,008
Accruals	48,532	4,045
Deferred Income (Note 11)	41,146	10,286
Pension creditor	511	331
PAYE creditor	3,381	-
	<u>94,255</u>	<u>16,670</u>

Included within Accruals is £40,364 for a genetics research grant awarded and due for the period from 1 July 2009 to 31 March 2010.

Childhood Eye Cancer Trust
(Limited by Guarantee)
NOTES TO THE ACCOUNTS (cont'd)
For the Year Ended 31 March 2010

11. DEFERRED INCOME

Funds received in advance for running events held in the next financial year.

	£
Deferred Income at 1 April 2009	10,286
Released in year	(9,211)
Unrestricted income deferred in year	40,071
Deferred Income at 31 March 2010	<u>41,146</u>

12. ANALYSIS OF CHARITABLE FUNDS

	Total Funds at 1 April 2009 £	Incoming Resources £	Outgoing Resources £	Total Funds at 31 March 2010 £
Medical Research	87,240	15,356	48,681	53,915
Awareness	2,085	-	477	1,608
Rent Appeal	-	618	618	-
CHECT Travel	6,400	-	6,400	-
Bursary				
Gala Shoot	21,748	13,800	4,025	31,523
Bounty Pack	5,479	-	4,025	1,454
Annual Day	750	1,168	1,918	-
Early Years Group	1,904	-	-	1,904
CHECT Network	316	1,630	986	960
events				
Family Support	-	10,000	10,000	-
Information Binder	-	1,000	-	1,000
Kent travel	-	1,000	-	1,000
	<u>125,922</u>	<u>44,572</u>	<u>77,130</u>	<u>93,364</u>
General Fund	<u>171,604</u>	<u>180,169</u>	<u>192,280</u>	<u>159,493</u>
Total Funds	<u>297,526</u>	<u>224,741</u>	<u>269,410</u>	<u>252,857</u>

Purposes of Restricted Funds

Medical Research	Available for research into various projects that promote the objects of the Charity
Awareness	Increasing awareness of retinoblastoma with health professionals and the general public
Rent Appeal	Contributions towards the costs of larger office premises leased from July 2007
CHECT Travel Bursary	Awards made to eligible families of one-off travel grants to for financial assistance with travel to UK clinics
Gala Shoot	The Charity is a co-beneficiary of the proceeds from this annual event which supports special projects
Bounty Pack	Raising awareness amongst mothers of newborn children through the Bounty Book which is given free to new mothers

Childhood Eye Cancer Trust
(Limited by Guarantee)
NOTES TO THE ACCOUNTS (cont'd)
For the Year Ended 31 March 2010

Purposes of Restricted Funds (cont'd)

Annual Day	Grants and sponsorship received to specifically fund the Charity's annual event for members, individuals, children and families affected by retinoblastoma
Early Years Group	A fund to meet the distribution and production cost of awareness leaflets to specific early years groups across the UK
CHECT Network events	A fund to meet the costs of providing a local support networks to affected families. Areas established so far include London, Swindon, West Midlands and Scotland
Family Support	A fund for support workers salaries
Information Binder	A fund to provide parents of all children under the age of five who are receiving treatment for retinoblastoma with an information binder. This is a joint project with the Royal London Hospital
Kent Travel	A fund to provide eligible families living in Kent with one-off travel grants for financial assistance with travel to UK clinics

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	9,963	-	9,963
Current Assets	203,208	133,941	337,149
Current Liabilities	<u>(53,678)</u>	<u>(40,577)</u>	<u>(94,255)</u>
Net Assets at 31st March 2010	<u>159,493</u>	<u>93,364</u>	<u>252,857</u>

14. OPERATING LEASE COMMITMENTS

At 31 March 2010 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 March 2011

	2010 £	2009 £
Operating leases for Land and Buildings which expire		
Within one year	-	7,600
Between two and five years	9,050	-
	<u>9,050</u>	<u>7,600</u>