



Report & Financial Statements **2017**



Helping Caring Giving

The Friends

1935-2017

The Object of the Friends is
“to relieve patients... of the
Hospital who are sick,
convalescent, disabled,
handicapped, infirm ... and
generally to support the
charitable work of the ...
Hospital.”

REPORT & FINANCIAL STATEMENTS

For year ended 31 December 2017

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OBJECTIVES & ADMINISTRATION



*“ I am
hugely
honoured to be
the President
and could not
be more proud
of the Friends
and all the help
and support
they give the
hospital. ”*

June Torrance
President
Friends of The Royal Marsden,
Chelsea

The Objectives of the Friends of The Royal Marsden, Chelsea:

- To supplement the service provided by The Royal Marsden Hospital for the health, welfare and comfort of the patients...by the provision of facilities, buildings and equipment which may be required for the treatment of such patients, or for the efficient running of the Hospital.
- To provide, or to assist in the provision of, amenities in The Royal Marsden Hospital for patients and staff, including the provision and running of hospital shops, canteens, libraries, flower services, the establishment of clubs, health and recreation centres, hostels and rest and convalescent homes for the use and benefit of such persons.

President:	Mrs June Torrance
Trustees:	
Lady Rose	Trustee
Mrs J. Bellamy	Honorary Treasurer & Trustee
Mrs W. de Capell Brooke	Trustee
Mrs J. Gulbenkian	Trustee
Mrs A. Pardoe MBE	Honorary President & Trustee
Mrs M. Stacey	Chairman & Trustee
Charity No:	222613
Principal Office:	The Royal Marsden, Chelsea 203 Fulham Road London, SW3 6JJ
Auditors:	Haines Watts 3 rd Floor Aissela 46 High Street Esher Surrey, KT10 9QY
Bank:	HSBC Bank plc 95 Gloucester Road London, SW7 4SX
Website:	www.formc.uk
Email:	friends.chelsea@rmh.nhs.uk

This is the Trustees' Report and Financial statements for the year ended 31 December 2017. It is presented in accordance with current statutory requirements, the requirements of the Charity's governing document, the provisions of the Charities Act 2011 and the Statement of Recommended Practice applicable to the Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)).

CHAIRMAN'S REPORT

Dear Friends,

Our strap line Helping Caring Giving reflects who we are and what we do. 2017 has been no exception and I would like to give you a brief overview of what you have achieved this year.

Helping and Caring

We have around 120 volunteers who come in either every week or every other week to help in the hospital. Most volunteers stay with the same department, but others work across a few departments and some also help out when we are short on a rota schedule. When I see volunteers interacting with patients, staff and visitors and helping make their visit a better one by changing the flowers on the wards, taking them to their appointment or simply stopping to have a chat, that is where we are Helping and Caring every day of every week here at The Royal Marsden, Chelsea.

Giving

All our sources of income are important to us and further details are set out overleaf.

We do have to fund raise, and this year began with a charity tea for an Open Garden Day at Dunsborough Park, near Ripley, Surrey. This was followed by our ever-popular biennial Summer Garden Party at The Chelsea Gardener in May, our annual Quiz Night in October and the annual Festival of Carols in early December together with The Royal Brompton and Chelsea and Westminster Hospitals. Nick Fellowes, the husband of volunteer Henty, and his friend Bill Lord, cycled The London100 Prudential Bike Ride and raised over £15,000. This directly funded a refurbishment of the day rooms on Horder Ward including a new bespoke children's area.

We funded the purchase of items of equipment including a portable ultrasound for the Head and Neck Department, an Ultrasound for Radiology, a second Blood Analyser for the Critical Care Unit and Genetic Testing Equipment for Pathology. We refurbished the existing roof terrace and a new lower terrace, funded Well Being events, free beverages for patients undergoing radiology and Christmas presents for all patients staying in over the Christmas period.

None of the above happens without our volunteers so this is a big thank you from me. On a final note, the Young Friends got off to a flying start this year with a very successful Quiz Night and they have more events planned in 2018. I know that all of us "Old Friends" wish all our Young Friends every success and that together, we will all continue to volunteer, support and fund raise to help The Royal Marsden, Chelsea.



“ I feel privileged to be Chairman of the Friends and am very proud of the hard work and dedication shown by every one of our volunteers. ”

Marie Stacey
Chairman
Friends of The Royal Marsden,
Chelsea

HELPING CARING

Five days a week, 52 weeks of the year, volunteers work in the hospital, serving in the Shop and Café as well as in several other departments around the hospital.

The volunteers number almost 200, some of whom have dedicated their efforts to The Royal Marsden for over 20 years.



The Friends' Café

The Café, in The Outpatients Department, first floor Wallace Wing, is open Monday to Friday from 10.00 am to 4 pm. We need a minimum of nine volunteers every day, all of whom have undergone additional health and safety training to help run the Café.

Patients, their friends and family and staff can choose from freshly made sandwiches, home-made cakes as well as gluten free foods and the introduction of healthier snacks following input from and discussions with the hospital.

The Café is an important catering service for patients, their family and friends at the hospital. In addition, all profits from the Café are returned to the hospital to fund the provision of equipment and services which in 2017 amounted to over £31,000.

The Friends' Shop

The Shop is situated to the left of Main Reception at Fulham Road and is open from 10.00 am to 3.45 pm every weekday.

It sells greeting cards, seasonal cards, newspapers, magazines, stamps, confectionery and a range of carefully selected healthier snacks. There is a small range of gifts handpicked by one of our volunteers. It also sells a range of essential items for patients such as toothbrushes, toothpaste, soap, deodorant, tissues and shaving items. There is a large chiller cabinet for cold drinks and milk.

As well as being an important service for patients, their visitors and staff, all profits from the Shop and Shop Trolley are returned to the hospital. In 2017 this amounted to over £17,000.

“ Together in 2017 the Shop, Shop trolley and Café contributed **£50,000** to the hospital. ”



HELPING CARING

Volunteers at The Royal Marsden, Chelsea work both indoors and outdoors, nurturing the garden, tending the flowers and taking the Shop and Hobbies trolleys to the patients' bedsides. The award winning garden is a particular haven offering a retreat to all in fine weather.



“During 2017, we estimate that the Friends contributed nearly **20,000 hours** of their time to the hospital.”

The Shop Trolley

Two volunteers are required to take the shop trolley around the wards which happens twice a day Monday to Thursday and Friday mornings. It is a relatively large trolley and the volunteers make every effort to put as many items from the shop as possible for patients to choose from including newspapers, magazines, soft drinks, confectionery, snacks, gifts and essentials items.

The Trolley is a welcome part of the hospital routine each day for many patients. As well as providing a service, the funds from the Shop Trolley, along with those from the Shop are returned to the hospital.

The Hobbies Trolley

The Hobbies Trolley goes around the wards four times every week and sometimes also on a Saturday when a volunteer is available. The trolley stocks a variety of games, puzzles, jigsaws and books for patients to choose from. It makes a small profit, but it is a service we like to offer to patients during their stay at the hospital.

Flowers

The Royal Marsden, Chelsea is one of few London hospitals that allow flowers for patients on the wards. There are fourteen volunteers and they come in on a rota basis three days every week to check and tend to the flowers. This helps staff and patients while also enabling interaction between patients and the volunteers, while carrying out their duties.

We are very grateful to OKA for their generous donation of seasonal silk flowers in several reception areas of the hospital.

The Terrace

In 2017 we refurbished the roof terrace by replacing garden furniture with new benches, chairs, tables and containers. We also designed and funded a new lower terrace including artificial turf, new tables and chairs, steel containers and a professional irrigation system. This has more than doubled the seating area so that patients and staff can enjoy some time outside in a peaceful and natural environment. The Friends plant and maintain both terraces, together with the various pots around the hospital and the terrace outside the Critical Care Unit.

HELPING CARING

Volunteers come from all walks of life and bring with them all sorts of different experience but, whether helping on the wards or around the hospital they are united in their wish to make a positive difference to the experience of patients, visitors and staff at the world-class Royal Marsden, Chelsea.



“Thank you so very much for all of your support. It really is hugely appreciated by all of us.”

John Spencer
Divisional Director
Clinical Services

Assisting in Horder Ward

Volunteers who help on Horder Ward, 5th floor Granard House come in every weekday lunchtime and evening to help the catering staff prepare and serve the lunchtime and evening meal. Please see the section on Events and Fundraising as the sum of over £15,000 was raised and used to improve the communal rooms on Horder for the benefit of patients and their families including a new children's area and two additional rooms for use as a TV room and an additional sitting room. This was organised by Henty Fellowes with the support of Gemma Kane, the Matron of Horde, along with the support of staff and volunteers on the ward.

Magazines & Books

Volunteers and supporters donate good quality second hand hardback and paperback books to us on a regular basis which we resell in the Outpatients Café, the Shop and the Medical Day Unit.

Condé Nast Publications provide quality magazines to us free of charge for distribution within the various reception areas within the hospital.

Meet & Greet

Volunteers are on hand at Reception from 10.00 am to 3 pm every weekday and also from 8.30 am to 10.00 am on Mondays and Wednesdays. A volunteer will escort patients to appointments within the hospital when requested by the patient or by Reception to do so. It is a friendly face on hand to help and show them where a department is situated and the easiest way to get there.

Meet and Greet volunteers also run a daily tea trolley service, Monday to Friday, serving complimentary tea and coffee to patients and their carers in the Medical Day Unit.



HELPING CARING

Much of what the Friends do goes on behind the scenes but is no less important to the running of the Charity.

The organisation of Recruitment, Events, Communications and Marketing are all managed in house by experienced, dedicated volunteers.



“Your amazing support is so generous and appreciated. Thank you so much.”

Ali Hodge
Advanced Nurse Practitioner
Acute Oncology & Critical
Assessment Unit

Outpatient Support

The Outpatients Department, together with The Medical Day Unit, is one of the busiest departments in the hospital and volunteers are on hand between 10.30 am and 3.30 pm to help patients where they can.

Volunteers also supply hot drinks to the busy clinical staff in the department from the Outpatients Cafe.

Recruitment

To become a volunteer, there is an interview with our Recruitment volunteer in our office. Personal references are requested together with an annual subscription.

Following acceptance, volunteers undergo standard training required by the hospital together with any further training that may be required which is dependent on the department in which the volunteer will be working.

In 2017, we began implementing DBS (Disclosure and Barring Service) checks on all existing and new volunteers at the request of the hospital. It is anticipated that this will be complete for existing volunteers early in 2018.

Newsletters

A quarterly newsletter is distributed to all volunteers updating them on fundraising events and general information.

Christmas Day

Gifts are distributed by volunteers to all in-patients on Christmas Day morning.

The Festival of Carols

This is a popular event held annually at Holy Trinity, Sloane Square. It is organised in collaboration with The Royal Brompton and Chelsea and Westminster hospitals.

Celebrate a Life

The Friends support The Royal Marsden's 'Celebrate A Life' Christmas service. For the past two years, the event has been sponsored by the 'Event Factor' who very kindly donate mulled wine and mince pies for volunteers to distribute amongst all attendees.

Public Benefit

The activities described on pages 6-9 clearly benefit The Royal Marsden hospital and its patients. The Trustees have also had regard to the Charity Commission's guidance on public benefit.

EVENTS & FUNDRAISING

Events and Fundraising is vital to the work of the Friends. Thanks to the hard work and efforts of volunteers, supporters and benefactors the Friends can continue to support the hospital in many ways, not least with volunteers but also with funds that simply otherwise would not have been available.



Summer Drinks Party

Once again, our biennial Summer Drinks Party at The Chelsea Gardener on Sydney Street proved as popular as ever and on a warm evening in May over £26,000 was raised for The Friends. The event was very generously sponsored by Rathbone Investment Management, who also supplied all guests with a goody bag.

Prudential Bike Ride

Nick Fellowes and his friend Bill Lord raised over £15,000 for the Friends by cycling over 100 miles on 2 consecutive days. The money raised directly funded the refurbishment of the Day Room on Horder Ward including a bespoke children's area with new shelving and display areas together with new toys and books.

There was enough money left to fund a new TV room for patients to watch films with their family and the refurbishment of an additional informal sitting room with sofa beds. Henty, Nick's wife and a volunteer on Horder, helped to organise and implement the refurbishment works with input from the staff on Horder.

Other Events

We were invited to provide tea and cake at an annual Open Day at Dunsborough Park near Ripley, Surrey in April which is a new event for us and which raised over £1,000. Our volunteers rose to the challenge and provided cakes, sandwiches and biscuits for us to sell on the day.

Our annual Quiz Night in October was as competitive as ever and The Young Friends also ran a Quiz Night, raising over £1,000.

We were also given a stand at the entrance to the Christmas Grand Sale at The Horticultural Halls in November and in early December we held our annual Festival of Carols.



“ In 2017, the Friends had a net income of £59,000 from fundraising events and activities. ”

Rathbones
Look forward

SUBSCRIPTIONS & DONATIONS

Generating income is an important part of the Friends role and while volunteers give their time, the Friends are equally supportive by paying their subscriptions. This, on top of donations, legacies and other income streams ensure the work of the Friends continues apace at The Royal Marsden, Chelsea.



**“ In 2017
£79,000
was raised
from Friends
donations and
subscriptions.
This represents
almost half of
the Friends’ net
income. ”**

Subscriptions & Donations

During 2017, Subscriptions and Donations contributed over £27,000 and £51,000 respectively while donations in memory of loved ones contributed over £2,000.

Volunteers

Each weekday, volunteers help in the Café, Shop, on Horder Ward, Meet and Greet, Flowers, Shop and Hobbies Trolleys and the garden. In addition there is a list of volunteers who are happy to help out at short notice if there is an unexpected gap in the rota.

Every volunteer is required to attend and complete induction training and ongoing training in accordance with the requirements of the hospital.

In 2017, we estimate that around 20,000 hours of unpaid help and support was given, by volunteers, to the hospital.

Charity Collection Tins

Collection tins in the hospital and local retail outlets raised over £16,000, including the sum raised by Eaton House School Belgravia at their outdoor Carol Concert in Sloane Square in December.

Campbell-Paterson Trust

Since 1979 the Friends of The Royal Marsden, Chelsea have been fortunate to benefit from income generated by the late Mrs Campbell-Paterson’s Will Trust.

Future Plans

At the end of 2017, the Friends were delighted to agree a three year sponsorship arrangement with Rathbone Investment Management.

A new event for 2018 is Dog Tails in the Park, the first sponsored dog walk in Kensington Gardens, which will take place in May. We are also planning a drinks party in October. Both events will be sponsored by Rathbones.

We have been invited to provide tea and cakes at Dunsborough Park in September and in October, we will be holding our popular Quiz Night in October followed by the annual Festival of Carols in December.

The Young Friends are holding a Spring Ball in March 2018 in Shepherds Bush. This is an exciting development for the future of The Young Friends.

GIVING

Where the money goes

	£
HOSPITAL EQUIPMENT & SUPPLIES	
RADIOLOGY: Logiq S8 Ultrasound Machine	49,403
CCU: 2nd Teg 6 Blood Analyser	11,500
PET/CT: Quality Control Radioactive Sources	3,530
GYNACOELOGY: Autosampler	9,151
DERMATOLOGY: Dermalite Lens	1,395
ANAESTHESIOLOGY: UPS and mounting apparatus	875
CLINICAL SERVICES: Plus-sized Hospital Bed	9,495
CCU: Dragon Dictation System	9,737
CLINICAL ASSESSMENT: Hospital Hotline Hardware	2,475
HEAD & NECK- Nasoscope	5,075
PATHOLOGY- Genetic Testing Equipment	8,423
OCCUPATIONAL HEALTH- Defibrillator	1,447
HEAD&NECK- Portable Ultrasound	17,000
HAEMATOLOGY- Illumigene Platform	2,991
PHYSIOTHERAPY- Thera Trainer	3,148
BREAST UNIT- Doppler	545
	136,190
VIDEOS	4,700
Urology- Intro Video on Robotic Prostate Surgery	
R Green Amenities- Roof Terrace Refurbishment	9,516
R Green Amenities- Piano	278
Horder Ward- Heated Trolley	4,489
Arts Forum	5,000
Horder Ward- Family Room	13,286
Clinical Nursing- Patient Folders	1,951
Relatives Viewing Room Enhancements	2,639
Brachytherapy Room Enhancements	200
PET/CT Uptake Rooms Enhancements	637
	37,996
PATIENT AMENITIES	
Aromatherapy Supplies	724
RDAC/Radiotherapy Coffees	4,325
Well-being Events	669
Yoga Classes/related	650
Miscellaneous- Tenovus Choir, Sweets	258
Flowers	236
Occupational Therapy- Reusable Bags and Fans	328
Presents for Patients	784
Psychological Care- Books for Families	681
	8,655
TOTAL	187,541

The object of the Friends is "to relieve patients....of the Hospital who are sick, convalescent, disabled, handicapped, infirm....and generally to support the charitable work of the ...Hospital."

To achieve this, our role is twofold. We provide volunteers to help throughout the Hospital where requested (see HELPING GIVING) and we also fundraise to fund the purchase of equipment and the provision of services (see EVENTS AND FUNDRAISING and SUBSCRIPTIONS AND DONATIONS).

At each Committee meeting, a senior member of the clinical staff of The Royal Marsden is in attendance and it is they who provide a prepared wish list of items requested by departments within the hospital.

The list states the amount requested together with a short description of the item or service to be provided. Should the Committee decide more information is required then a decision will be deferred until the following meeting.

There are eight Committee Meetings each year, which take place in February, March, May, June, September, October, November and December. The meetings are held at the hospital at the beginning of each month and all Committee members are expected to attend.

By the end of 2017, the Friends had funded, or committed to, the purchase of equipment and/or services to the hospital in the sum of some £246,750. This breaks down, in percentage terms, to 68% towards hospital equipment, 5% towards videos, 21% towards hospital amenities and 6% towards patient amenities.

FINANCIAL SUMMARY

In 2017, before it paid for any amenities to benefit the hospital and its patients, the net income of Friends of The Royal Marsden, Chelsea was £193,955.

ACTIVITIES	2017 £ '000	2016 £ '000	Percentage change year over year
Donations and Subscriptions	79	94	-16%
Net income: Legacies and Will Trusts	28	27	4%
Net income: Café	32	34	-6%
Net income: Shop and Shop Trolley	18	19	-5%
Net income: Fundraising Events	59	72	-18%
Net income: Miscellaneous	1	2	-50%
Investment Income	1	3	-67%
Less: Salary and Support costs	(24)	(26)	-8%
TOTAL	194	225	-14%

The Table shows that:

- Income from Donations and Subscriptions decreased by 16% due to a smaller number of one-off donations in 2017.
- Income from Legacies and Will Trusts has remained consistent.
- Net income from core activities decreased overall by 13%
The Café (-6%), The Shop and Trolley (-5%) and Events (-18%);
- Salary and Support Costs have decreased by 8%.

Reserves Policy

Generally, the Restricted and Unrestricted funds of Friends of The Royal Marsden, Chelsea are available to be spent as the Friends decide, the only exceptions being that:

- The Restricted Funds: The funds provided by the Campbell-Paterson Will Trust must be spent on purchases of medical equipment;
- The Friends have chosen to ring-fence Mrs Rosemary Green's 2013 donation (£56,000) as it was Mrs Green's wish that the funds be used to pay for items that improve the patients' environment. These funds have a remaining balance of £31,000.

After taking the above into account, the Friends of The Royal Marsden, Chelsea does not hold any reserves. However, it does aim to maintain a level of funds, £250,000 at present, that it considers necessary to protect current activities in a way that enables the Charity to meet its responsibilities and to ensure that it continues to operate on a 'Going Concern' basis without risk. The Charity does not consider that it has sufficient funds to initiate any sizeable long term projects. If, however, such a project was to be presented, and deemed suitable, the Friends of The Royal Marsden, Chelsea, would consider amending its reserve policy to fulfill such a commitment.

Structure, Governance and Management

The Friends of The Royal Marsden, Chelsea are governed by the Objects and Rules as amended and altered by the members of the Friends of The Royal Marsden at the Extraordinary General Meeting of the Friends held on 29 November 2007 and effective from 1 January 2008. The Objects and Rules have been amended and re-registered by the Charities Commission on the 6th November 2015. Trustees are nominated by the Committee of the Friends and shall comprise the President of the Friends and a minimum of three members nominated by the Committee for appointment at the Annual General Meeting. The Trustees have delegated the conduct and management of the affairs of the Friends to the Committee in accordance with the Objects and Rules.

Remuneration to Charity Trustees

The Charity paid no remuneration or other benefits in kind to a Charity Trustee.

Relationships with other Charities

The Royal Marsden NHS Foundation Trust has its own fundraising charity which concentrates on major capital projects and the support of research funds. The Trustees of Friends of The Royal Marsden, Chelsea, consider that the income generating activities of their charity, as operated by the dedication of its volunteers, in providing highly visible services, are complementary to the work of the main hospital charity. A significant number of volunteers are recruited from former patients and their families and friends. The Friends of The Royal Marsden, Chelsea meet from time to time with the Friends of other large London hospitals to discuss matters of common interest and to share ideas for providing services and fundraising.

Trustees Responsibilities in Relation to the Financial Statements

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

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity 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 in the Charities SORP 2015 (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements;
- Prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of Financial Statements may differ from legislation in other jurisdictions.

Marie Stacey, Chairman

On behalf of the Trustees

6th April 2018

Independent Auditor's Report to the Trustees of Friends of The Royal Marsden, Chelsea

Opinion

We have audited the financial statements of Friends of The Royal Marsden, Chelsea for the year ended 31 December 2017 which comprise of the Statement of Financial Activities, the Balance Sheet, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2017, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Independent Auditor's Report to the Trustees of Friends of The Royal Marsden, Chelsea

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 14, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Haines Watts
Statutory Auditor: Jane Wills FCA
3rd Floor Aissela
46 High Street
Esher
Surrey
KT10 9QY

Signed.....

Date.....

Statement of Financial Activities for the Year Ended 31 December 2017

	Note	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Total Funds 2016 £
INCOME and ENDOWMENTS					
INCOME FROM					
Donations and Legacies	2	80,737	33,861	114,598	129,706
Charitable Activities					
Refreshment Bar, Shop and Fundraising	2	212,643	-	212,643	222,569
Investments	2	1,345	41	1,386	2,590
TOTAL INCOME and ENDOWMENTS		294,725	33,902	328,627	354,865
EXPENDITURE ON					
Trading and Fundraising Costs	3	126,719	7,953	134,672	129,483
Charitable Activities	3	163,926	28,500	192,426	183,219
TOTAL RESOURCES EXPENDED		290,645	36,453	327,098	312,702
NET MOVEMENT IN FUNDS		4,080	(2,551)	1,529	42,163
RECONCILIATION OF FUNDS					
TOTAL FUNDS BROUGHT FORWARD AT 1 JANUARY 2017		417,304	59,343	476,647	434,484
TOTAL FUNDS CARRIED FORWARD AT 31 DECEMBER 2017		421,384	56,792	478,176	476,647

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

The notes on pages 19-23 form part of these Financial Statements.

Balance Sheet as at 31 December 2017

	Notes	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Total Funds 2016 £
FIXED ASSETS					
Tangible Fixed Assets	6	2,635	-	2,635	1,662
Total Fixed Assets		2,635	-	2,635	1,662
CURRENT ASSETS					
Stocks		9,372	-	9,372	9,822
Debtors and Prepayments	7	7,673	42,152	49,825	73,561
Short Term Deposits		325,414	11,624	337,038	335,563
Cash at Bank and in hand		98,375	20,297	118,672	129,704
Total Current Assets		440,834	74,073	514,907	548,650
LIABILITIES					
Creditors: amounts falling due within one year	8	22,085	17,281	39,366	73,665
NET ASSETS		421,384	56,792	478,176	476,647
REPRESENTED BY:					
Restricted and Unrestricted Funds		421,384	56,792	478,176	476,647
ACCUMULATED FUNDS AT 31 DECEMBER 2017		421,384	56,792	478,176	476,647

The notes on pages 19-23 form part of these Financial Statements.

The Financial Statements were approved by the Trustees on 6th April 2018 and signed on their behalf by:

Mrs J. Bellamy
Trustee

Mrs M. Stacey
Trustee

Notes to the Financial Statements for the Year Ended 31 December

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the Financial Statements are as follows:

1.1 Basis of Preparation

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act.

Friends of The Royal Marsden, Chelsea 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 note(s).

The Charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

1.2 Fund accounting

Unrestricted Funds are funds that are available for use at the discretion of the Trustees to advance the general objectives of the Charity and that have not been designated for other purposes.

There is one Restricted Fund, the WL Campbell-Paterson Will Trust, under which the Friends of The Royal Marsden, Chelsea are required to use all income from the Trust to provide medical equipment to The Royal Marsden NHS Foundation Trust. However, with the consent of the Charity Commissioners, the Friends of The Royal Marsden, Chelsea have agreed that Mrs Barbara Marriott, the only daughter of the deceased, should receive, during her lifetime, one quarter of the net income received from the WL Campbell-Paterson Will Trust by the Friends of The Royal Marsden, Chelsea. Also ring-fenced but still held in unrestricted funds is £31,000, which is the amount remaining of the £56,000 donation Mrs Rosemary Green made in 2013. These funds are earmarked for spending that will directly benefit the well-being of the patients.

1.3 Accounting policies

INCOMING RESOURCES: All incoming resources are included in the Statement of Financial Activities when the Friends of The Royal Marsden, Chelsea are entitled to the income and the amount can be measured with sufficient reliability. Legacies are included when the Friends are advised by the personal representative of an estate that payment will be made or property transferred and the amount involved can be quantified.

Where incoming resources have related expenditure, as with fundraising, the incoming resources and related expenditure are reported gross in the Statement of Financial Activities.

Donations are only included in the Statement of Financial Activities when the Friends of The Royal Marsden, Chelsea have unconditional entitlement to the resources.

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Donated services and facilities are only included in incoming resources, with an equivalent amount in resources expended, where the benefit to the Charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the Charity of the service or facility received.

The value of any voluntary help received is not included in the accounts but is described in the Trustees' Annual Report. Investment income is included in the accounts when receivable.

RESOURCES EXPENDED: All expenditure is accounted for on an accrual basis and included under expense categories that aggregate costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

VALUE ADDED TAX: Income and Expenditure are shown net of recoverable VAT.

ASSETS: Tangible fixed assets are capitalised if they can be used for more than one year and cost more than £500. They are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis: Café equipment - 25% straight line over four years. Stocks are valued at the lower of cost or market value. Trade and others debtors are recognised at transaction price.

CREDITORS: Creditors are recognised at transaction price.

Notes to the Financial Statements for the Year Ended 31 December

	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £
2. INCOME FROM DONATIONS and LEGACIES						
Subscriptions	27,366	-	27,366	26,466	-	26,466
Donations	51,312	-	51,312	67,924	-	67,924
Legacies	2,059	-	2,059	-	-	-
WL Campbell-Paterson Will Trust	-	42,151	42,151	-	44,232	44,232
less 25% to Mrs B Marriott	-	(8,290)	(8,290)	-	(8,916)	(8,916)
TOTAL DONATIONS AND LEGACIES	80,737	33,861	114,598	94,390	35,316	129,706
OTHER TRADING ACTIVITIES						
Friends Café	77,327	-	77,327	78,461	-	78,461
Friends Shop & Trolley	53,328	-	53,328	54,908	-	54,908
Summer Drinks Party	42,299	-	42,299	-	-	-
Ride London	16,346	-	16,346	-	-	-
Marathon Income	4,929	-	4,929	9,355	-	9,355
Carol Concert	2,840	-	2,840	4,111	-	4,111
Quiz Evening	5,870	-	5,870	5,204	-	5,204
Dunsborough Park Outing	1,809	-	1,809	-	-	-
Cavalry and Guards Evening	-	-	-	59,855	-	59,855
Bletchley Park Outing	-	-	-	1,945	-	1,945
Lulu Guinness Bags	4,058	-	4,058	5,999	-	5,999
Hobbies Trolley	1,156	-	1,156	559	-	559
Miscellaneous Income	2,585	-	2,585	1,880	-	1,880
Easyfundraising	96	-	96	292	-	292
TOTAL INCOME FROM CHARITABLE ACTIVITIES	212,643	-	212,643	222,569	-	222,569
INCOME from INVESTMENTS	1,345	41	1,386	2,337	253	2,590

Notes to the Financial Statements for the Year Ended 31 December

	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £
TRADING AND FUNDRAISING COSTS						
Friends Café	45,753	-	45,753	43,923	-	43,923
Friends Shop & Trolley	35,677	-	35,677	36,099	-	36,099
Salary & Support Costs	21,512	-	21,512	22,501	-	22,501
Portfolio Fees	-	7,178	7,178	-	7,956	7,956
Summer Drinks Party	15,914	-	15,914	-	-	-
Ride London	617	-	617	-	-	-
Cavalry and Guards Evening	-	-	-	10,598	-	10,598
Marathon	420	-	420	42	-	42
Carol Concert	-	-	-	-	-	-
Dunsborough Park Outing	374	-	374	-	-	-
Lulu Guinness Bags	1,502	-	1,502	3,459	-	3,459
Miscellaneous	2,009	775	2,784	977	39	1,016
Marketing	2,941	-	2,941	3,889	-	3,889
TOTAL TRADING AND FUNDRAISING COSTS	126,719	7,953	134,673	121,488	7,995	129,483

CHARITABLE ACTIVITIES

AMENITIES AND EQUIPMENT PROVIDED

Radiology- Cart-based Ultrasound	49,403	-	49,403			
Head&Neck Unit- Portable Ultrasound	-	17,000	17,000			
CCU- Haemonetics Teg 6 Blood Analyser	-	11,500	11,500			
CCU/Pain Units- Dragon Dictation System	9,737	-	9,737			
Clinical Services- Plus-sized Hospital Bed	9,495	-	9,495			
Facilities- Renovation of Roof Terraces*	9,516	-	9,516			
Gynaecology- Autosampler	9,151	-	9,151			
Order Ward- Family Room Furbishment	13,286	-	13,286			
Pathology- Genetic Testing Equipment	8,423	-	8,423			
Head&Neck Unit- Nasoscope for Laryngeal Manipulation	5,075	-	5,075			
Arts Forum	5,000	-	5,000			
Urology- Video on Prostate Surgery	4,700	-	4,700			
Order Ward- Heated Trolley	4,489	-	4,489			
RDAC/Radiotherapy Support	4,325	-	4,325			
PET/CT- Quality Control Radioactive Sources	3,530	-	3,530			
Physiotherapy- Thera Trainer	3,148	-	3,148			
Haematology- Illumigene Platform	2,991	-	2,991			
Relatives Reviewing Room- Enhancements	2,639	-	2,639			
Clinical Assessment- Hardware for Hospital Hotline	2,475	-	2,475			
Clinical Nursing- Patient Information Folders	1,951	-	1,951			
Occupational Health- Defibrillator	1,447	-	1,447			
Dermatology- Dermalite Lens for Mole Mapping	1,395	-	1,395			
Anaesthesiology- UPS Mounting Kit for Airvo Machines	875	-	875			
Patient Wellbeing- Aromatherapy Supplies	724	-	724			
Psychological Support- Books for Families	681	-	681			
Physiotherapy- Yoga Classes for Patients	650	-	650			
Patient Wellbeing- Refreshments for Patient Wellbeing Events	669	-	669			
PET/CT- Uptake Rooms Enhancements	637	-	637			
Physical/Occupational Therapy Supplies	328	-	328			
Christmas & Presents for Patients & Staff	784	-	784			
Breast Unit- Doppler	545	-	545			
Miscellaneous Costs	258	-	258			
Flowers for the Hospital	236	-	236			
Brachytherapy- Treatment Room Enhancements	200	-	200			
Piano Costs *	278	-	278			
TOTAL AMENITIES AND EQUIPMENT PROVIDED	159,041	28,500	187,542	123,773	53,509	177,282

GOVERNANCE COSTS

AGM costs	635	-	635	1,300	-	1,300
Audit costs	4,250	-	4,250	4,638	-	4,638
TOTAL GOVERNANCE COSTS	4,885	-	4,885	5,938	-	5,938

TOTAL CHARITABLE ACTIVITIES

	163,926	28,500	192,427	129,711	53,509	183,220
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* Ringfenced from the Rosemary Green Fund

Notes to the Financial Statements for the Year Ended 31 December

4. STAFF COSTS

	2017	2016
	£	£
Staff Costs were as follows:		
Salary	17,860	18,810
Employers Pension Costs	98	47
Total Staff Costs	17,958	18,857

The average number of employees during the year was two (2016- two).

5. TRANSACTIONS WITH TRUSTEES

During the year, no trustee received any remuneration (2016- none).

During the year, no trustee received any benefits in kind (2016- none).

During the year, no trustee expenses were reimbursed or paid for by the charity.

6. TANGIBLE FIXED ASSETS

	Café Equipment 2017 £
COST	
Balance brought forward	13,025
Additions during the year	1,899
Balance carried forward	14,924
ACCUMULATED DEPRECIATION	
Balance brought forward	11,363
Charge during the year	926
Balance carried forward	12,289
NET BOOK VALUE AS AT 31 DECEMBER 2017	2,635
NET BOOK VALUE AS AT 1 JANUARY 2017	1,662

7. DEBTORS

	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Total Funds 2016 £
Trade Debtors	1,256	-	1,256	2,727
Prepayments	2,673	-	2,673	2,900
Other Debtors	3,744	42,152	45,896	67,934
Total	7,673	42,152	49,825	73,561

Notes to the Financial Statements for the year ended 31 December

8. CREDITORS

	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Total Funds 2017 £	Total Funds 2016 £
Trade Creditors	6,678	-	6,678	4,826
Accruals	3,983	-	3,983	39,792
Other Creditors	11,424	17,281	28,705	29,047
Total	22,085	17,281	39,366	73,665

9. CHARITABLE COMMITMENTS

At December 31 2017, the Friends of the Royal Marsden, Chelsea had agreed to fund the following items for the hospital:

	£
Anaesthesiology- High Frequency Jet Ventilator	14,961
Surgical Unit- ILP Lifter	8,075
Colorectal Unit- Video re: Treatment Process	7,000
Free drinks to patients in RDAC and Radiotherapy (annually)	5,600
Anaesthesiology- AVL Video Laryngoscope	5,300
Arts Forum- Support for 2018	5,000
Refurbishment of Soft Furnishings: Markus Ward 1st Floor	2,534
Outpatients- 2 Blood Pressure Monitoring Carts	2,300
PET/CT Uptake Rooms- Enhancements	2,268
Horder Ward- Enhancements for Family Room	2,250
6 Computer Monitors for Nuclear Medicine and PET/CT	936
Refreshments for Well-being Events	900
Anaesthesiology- Cannulation Training Device	697
Various items for Complimentary Therapies	500
Roof Terraces- Maintenance*	500
Relatives Viewing Area- Enhancements	388
TOTAL OUTSTANDING COMMITMENTS AT 31 DECEMBER 2017	59,209

* Money donated by the Rosemary Green Fund

10. OPERATING LEASES

The total future minimum leases under non-cancellable operating leases fall due as follows:

	2017 £	2016 £
Within one year	444	444
Between one and 5 years	-	-
More than five years	-	-
TOTAL OPERATING LEASES	444	444

The total operating lease expenditure included in the Statement of Financial Activities is £444 (2016: £921).

11. DONATED SERVICES

The Friends of the Royal Marsden, Chelsea received various free services from the hospital which, although theoretically possible, would be difficult to value, and therefore this is not considered to be worthwhile. These donated services consist of:

Space for a small shop, shop stock, a small café, a small office and storage;
Payment on postage of outgoing mail;
Two computers, both of which are linked to the hospital network; two printers and, as necessary, computer service support.

12. RELATED PARTIES

Included in Donations and Legacies is £715 (2016: £735) donated by Trustees during the year.

The Friends 1935-2017

In recognition of, and with grateful thanks to, the volunteers who work so hard to support the work of the Friends and for the many years of service they have given, and continue to give, the hospital.

Helping, Caring, Giving

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