

APPENDIX 1

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Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	09	2023	To	31	08	2024

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Charlie Charlie One	
SC051171	
Brodies LLP	
Capital Square	
58 Morrison Street	
Edinburgh	Postcode EH3 8BP

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	-	-	-
2	-	-	-
3	-	-	-
4	-	-	-
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Nil	

Structure, governance and management

Type of governing document

Charlie Charlie One is an incorporated body with charitable status under the Charities and Trustee Investment (Scotland) Act 2005, having been registered as a Scottish Charitable Incorporated Organisation (SCIO) in August 2021. **Charlie Charlie One** was established under a constitution which sets out the objects and powers of the charity.

Trustee recruitment and appointment

Charlie Charlie One operates as a 'single tier' entity and currently comprises the Charity Trustees only. The minimum number of Charity Trustees is three. The existing trustees were all appointed when the Charity was incorporated in 2021 and there have been no new trustees appointed in the past year, although consideration is being given to appointing further trustees.

Charity Trustees may appoint individuals who are willing to act as a Charity Trustee either to fill a vacancy or as an additional Charity Trustee. Any such appointment must be by way of resolution passed unanimously at a Charity Trustees' meeting. Currently, Trustees cannot be appointed by external organisations.

Objectives and activities

Charitable purposes

Charlie Charlie One has been established to promote and protect the health and well-being of Service personnel and veterans of the British Armed Forces that have been diagnosed with cancer and their families and wider support network through the provision of peer support, an information hub, and any such other services and facilities as the Charity Trustees may decide from time to time.

For the purposes of the 2005 Act the following purposes are applicable:

- (1) The advancement of health; and
- (2) The relief of those in need by reason of age, ill health, disability, financial hardship, or other disadvantage.

Summary of the main activities in relation to these objects

Peer Support is provided through a network of volunteers. Our volunteers are all serving personnel or veterans who have, themselves, been diagnosed with cancer. Between them they cover a wide range of cancers, stages, and treatment pathways.

Signposting/Referral. Where appropriate we signpost individuals to other organisations that can provide specialist or complementary advice and support.

Provision of Information, Education and Non-Clinical Advice. The charity partners with public healthcare and other appropriate agencies to facilitate access to information relevant to managing their condition.

This is not an acute service but committed to long-term support through a range of complementary and co-ordinated activities.

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

Volunteers & Peer Support. *Charlie Charlie One* has continued to grow organically, increasing the number of volunteers both through referrals and direct approaches. Our volunteers continue to actively promote *Charlie Charlie One* and to identify how we can extend our offering; many are routinely providing peer support to former colleagues and friends. Between them, we now cover a wider range of cancers (as well as different stages and treatment pathways) including bladder, blood, bowel, breast, kidney, oesophageal, prostate, sarcoma, skin, testicular, and throat.

Signposting. *Charlie Charlie One* has had useful conversations with a number of organisations and support providers and maintains a formal relationship with Maggie's¹, Cancer Card², 'Give Us Time'³, 'Rainbow Hunting Limited'⁴, 'Listening Books'⁵, and 'GI Cancer Care'⁶.

Notes:

1. Maggie's is a charity providing free cancer support and information in centres across the UK and online. Their support specialists, psychologists, and benefits advisors are available to support those with cancer and their families.
2. Cancer Card is a Scottish Charity regulated by the Scottish Charity Regulator. Its aim is to establish the biggest national directory of organisations that can offer support to individuals affected by cancer.
3. Give Us Time takes commercially let accommodation donated by owners of holiday groups, hotels, holiday homes and timeshares, and matches them with military families in need of rest and rehabilitation.
4. Rainbow Hunting Limited provides support to those who are facing a bereavement or have been bereaved through practical advice and counselling.
5. Listening Books is a UK charity providing an online and postal audiobook service for those with an illness or disability who cannot read or hold a book. Membership is £20 per year or free to those that couldn't afford this.
6. GI Cancer Care is established to support younger people affected by GI cancer in Scotland.

Wider Engagement. Discussions with other organisations continues with a view to expanding our network and reach. We maintain regular contact with AFCanDiD, The Defence Cancer Support Network, Military vs. Cancer, Army Families Federation, Armed Forces Families and Safeguarding, the Defence Disability Network, and the Veterans Cancer & Palliative Care Support Steering Group.

Financial review

Brief statement of the charity's policy on reserves

Previously, the Charity Trustees agreed that, while it established itself and with no staff costs or significant overheads, the Charity should maintain sufficient funds to cover administrative and development costs only. This decision is currently under review.

Details of any deficit

Nil

Donated facilities and services (if any)

Nil

APPENDIX 1

Other optional information

Why we Exist. Cancer is indiscriminate and does not differentiate; age, gender, ethnicity, background, and status are irrelevant. But those seeking our support, regardless of their rank, are united by military service, common values, and their cancer diagnosis. In all other respects, everyone is unique, with different circumstances, fears, concerns, and needs. While established as a Scottish Charitable Incorporated Organisation (SCIO), **Charlie Charlie One** exists for serving and ex-serving members of the UK Armed Forces and Reserves, their dependents, and carers affected by cancer throughout the UK. It is run by volunteers with direct experience of the Armed Forces and of cancer and seeks to provide confidential support, information, and advice.

Governance & Management. Charity Trustees currently meet on a quarterly basis (March, June, September, and December) and are responsible for controlling the activities of the SCIO in accordance with the Constitution. Due to the dispersed nature of the current Charity Trustees, meetings are held remotely.

Plans for the Future. Charity Trustees and volunteers will continue to promote **Charlie Charlie One** and the services we provide. We will continue to:

- Grow our network of volunteers in terms of numbers, geography, and cancer types; the aim is to be as diverse as possible and to extend our reach and effectiveness.
- Establish partnering arrangements with other related organisations nationally, regionally, and locally.
- Monitor our website to identify and deliver further functionality that would make it more interactive.

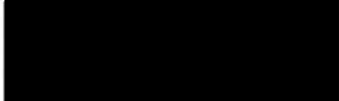

Full Members. Only two individuals – both of whom have been actively supporting **Charlie Charlie One** and its aims – have been appointed Members. The Constitution allows for the appointment of other members and the Trustees will continue to consider individuals who demonstrate and are able to commit to furthering the purposes of Charity.

Trustees. In their meeting in June, the Trustees agreed to consider the appointment of new additional Trustees to provide greater diversity and experience and to ensure continuity over time.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (e.g. Chair)	Chair	
Date	1 October 2024	

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Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	01	September	2023		31	August	2024

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	5				5	84
Legacies	-				-	-
Grants	-				-	-
Receipts from fundraising activities	-				-	-
Gross trading receipts	-				-	-
Income from investments other than land and buildings	-				-	-
Rents from land & buildings	-				-	-
Gross receipts from other charitable activities	-				-	-
	-				-	-
A1 Sub total	5	-	-	-	5	84
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-				-	-
Proceeds from sale of investments	-				-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	5	-	-	-	5	84
A3 Payments						
Expenses for fundraising activities	-				-	-
Gross trading payments	-				-	-
Investment management costs	-				-	-
Payments relating directly to charitable activities	35				35	70
Grants and donations	-				-	-
Governance costs:	-				-	-
Audit / independent examination	-				-	-
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
Other	-				-	-
	-				-	-
A3 Sub total	35	-	-	-	35	70
A4 Payments relating to asset and investment movements						
Purchases of fixed assets	-				-	-
Purchase of investments	-				-	-
A4 Sub total	-	-	-	-	-	-
Total payments	35	-	-	-	35	70
Net receipts / (payments)	(30)	-	-	-	(30)	14
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(30)	-	-	-	(30)	14

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	3,014				3,014	3,000
	Surplus / (deficit) shown on receipts and payments account	(30)				(30)	14
						-	
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	2,984	-	-	-	2,984	3,014
B2 Investments	Details						
B3 Other assets	Details						
B4 Liabilities	Details						
B5 Contingent liabilities	Details						
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name				Date of approval	
						18 October 2024	

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

The charity has one unrestricted fund only. The fund represents the charity's accumulated surpluses and deficits and is available for use at the discretion of the Trustees in the furtherance of the general charitable objects.

C2 Grants

Type of activity or project supported	Individual / Institution	Number of grants made	£
Total			-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
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C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
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C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

We have received a single nominal donation (of £5.00) during the period of this report with one expense (of £35.00) to cover registration with the Information Commissioner.

Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Donation	5				5	84
					-	
					-	
					-	
Total	5	-	-	-	5	84

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Nil			-	-
			-	
			-	
			-	
Total	-	-	-	-

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Nil					-	-
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Information Commissioner	35				35	70
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	35	-	-	-	35	70

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Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below General Fund	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	5				5	84
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	5	-	-	-	5	84
Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-				-	-
Proceeds from sale of investments	-				-	-
Sub total	-	-	-	-	-	-
Total receipts	5	-	-	-	5	84
Payments						
Expenses for fundraising activities	-				-	-
Gross trading payments	-				-	-
Investment management costs	-				-	-
Payments relating directly to charitable activities	35				35	70
Grants and donations	-				-	-
Governance costs:	-				-	-
Audit / independent examination	-				-	-
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
	-				-	-
Sub total	35	-	-	-	35	70
Payments relating to asset and investment movements						
Purchases of fixed assets	-				-	-
Purchase of investments	-				-	-
Sub total	-	-	-	-	-	-
Total payments	35	-	-	-	35	70
Net receipts / (payments)	(30)	-	-	-	(30)	14
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(30)	-	-	-	(30)	14

Nature and purpose of funds

The charity only has one unrestricted fund. The fund represents the charity's accumulated surpluses and deficits and is available for use at the discretion of the Trustees in the furtherance of the general charitable objects.

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Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	-	-	-	-	-	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-

Nature and purpose of funds

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APPENDIX 3



		Independent examiner's report on the accounts v2					
Report to the trustees/members of	Charity name	Charlie Charlie One					
Registered charity number		SC051171					
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2023	to	31	08	2024
Set out on pages							(remember to include the page numbers of additional sheets)
Respective responsibilities of trustees and examiner	The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.						
Basis of independent examiner's statement	My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.						
Independent examiner's statement	In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]						
	1. which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations 						
	have not been met, or						
	2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.						
Signed:	[Redacted Signature]			Date:	27.11.2024		
Name:	[Redacted Name]						
Relevant professional qualification(s) or body (if any):							
Address:	Brodies LLP						
	Capital Square						
	58 Morrison Street						
	Edinburgh EH3 8BP						

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose