

**TAYSIDE CANCER SUPPORT  
TRUSTEES' ANNUAL REPORT  
AND THE ACCOUNTS FOR THE YEAR TO  
31 OCTOBER 2024**

**Charity Number SC022798**

**BK PLUS LIMITED**

Chartered Certified Accountants

Stannergate House  
41 Dundee Road West  
Broughty Ferry  
Dundee  
DD5 1NB

**TAYSIDE CANCER SUPPORT**  
**UNAUDITED FINANCIAL STATEMENTS**  
**YEAR ENDED 31 OCTOBER 2024**

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**TAYSIDE CANCER SUPPORT**  
**CHARITY INFORMATION**

**Registered charity name** Tayside Cancer Support

**Charity number** SC022798

**Principal office** 

**Trustees** 

**Independent examiner** BK Plus Limited Chartered Certified Accountants  
Stannergate House  
41 Dundee Road West  
Broughty Ferry  
Dundee  
DD5 1NB

**Bankers** Bank of Scotland  
2 West Marketgait  
Dundee  
DD1 1QN

**Solicitors** Brymer Legal  
8B Rutland Square  
Edinburgh  
Scotland  
EH1 2AS

**TAYSIDE CANCER SUPPORT**  
**TRUSTEES' ANNUAL REPORT** *(continued)*  
**YEAR ENDED 31 OCTOBER 2024**

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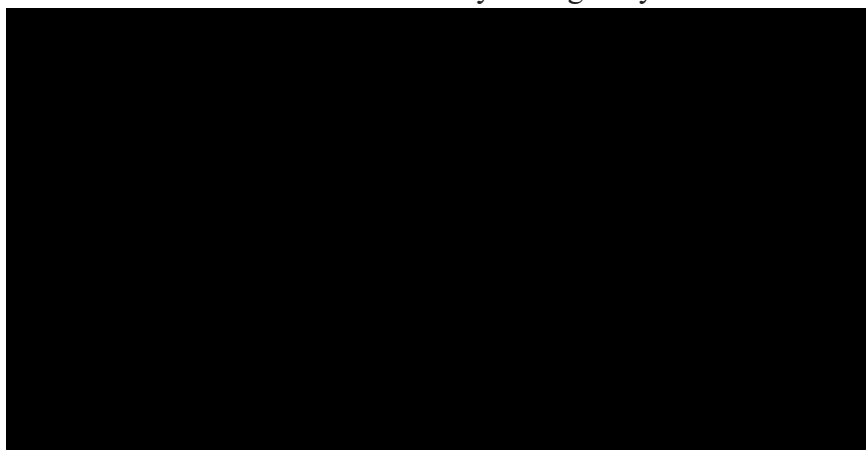
The Trustees present their report and the unaudited financial statements of the Charity for the year ended 31 October 2024.

**REFERENCE AND ADMINISTRATIVE DETAILS**

Reference and administrative details are shown in the schedule of charity information on page 1 of the unaudited financial statements.

**THE TRUSTEES**

The Trustees who served the Charity during the year were as follows:



**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Tayside Cancer Support is an unincorporated association and it is governed by its constitution. It is registered as a charity with OSCR, with charity number SC022798.

**OBJECTIVES AND ACTIVITIES**

The main objective of the Charity is to offer emotional support to anyone affected by cancer within the Tayside area. This includes those living with cancer and their family and friends as well as professionals, or volunteers, working in cancer care and support.

**FINANCIAL REVIEW**

The Statement of receipts and payments shows a surplus for the year of £10,500 (2023 – deficit of £3,606) with total reserves standing at £52,831 (2023 - £42,331).

**INVESTMENT POWERS AND RESTRICTIONS**

The Trustees shall have the power on behalf of the Charity to retain, accept, purchase, sell, lease, hold and invest any property, heritable and movable, real and personal of whatever kind and whatever situated.

# TAYSIDE CANCER SUPPORT

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 OCTOBER 2024

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#### ACHIEVEMENTS AND PERFORMANCE

Tayside Cancer Support has met the charitable purposes set out above by:

- (a) offering support, befriending and information to anyone in Tayside affected by cancer
- (b) offering therapies and/or counselling to clients, carers or professionals affected by cancer
- (c) providing training and ongoing support to the charity's volunteer befrienders.

As in previous years the charity continues to receive referrals for befriending, therapies and befriending from healthcare professionals, patients and family members who are in need of our services or support. The Charity maintains close links with the Improving the Cancer Journey project workers, including the expansion of the service, which previously only covered Dundee, but now included Angus and Perth and Kinross.

This financial year, as our clients were still affected by the post-pandemic challenges such as longer waiting times for appointments and treatment, the Charity was slowly beginning to return to our pre-pandemic status. Our counsellor had, in the main, moved to face-to-face appointments and therapies were reinstated, albeit with pre-appointment health checks and on-site temperature checks to minimise spread of infection. Many befrienders were seeing clients in person and our drop-in café was running as before.

The TCS Executive Committee commends our Counsellor/Therapist and Befrienders for sensible, sensitive return to face-to-face support. Our Befriender Supervisor also must be commended for the move back to face-to-face Supervision of Befrienders. Our Befriender Supervisor has worked hard to train a number of new Befrienders to help restore numbers after the drop in numbers the previous year.

Half way through the financial year, our Counsellor intimated, due to personal reasons, she wanted to reduce her workload for TCS. We began searching for a new Counsellor and a therapist. We successfully recruited a Counsellor and a Therapist and worked to ensure smooth transitions for clients.

The increased need for support we saw during and immediately after the pandemic has continued and, thanks to pupils winning money for the Charity via the Youth and Philanthropy Initiative, we have been able to meet that need.

The Drop-in Café continued, but numbers were low and it was decided to ask the clients who attended for feedback. After a short pause from May, the Cosy Café started in September with an emphasis on having visiting specialists each month and a book exchange available. This has started well in 2024 with really positive feedback from increased numbers of clients.

In previous year end reports Tayside Cancer Support highlighted the financial impact affecting charity finances due to the aftermath of Covid, high inflation and economic recession. Due to this the charity made a concerted effort to seek funding from external organisations to fund the increase in requests for support. This effort resulted in £23,500 of funding a rise of £17,000 on the previous year. Again, for the third year running TCS, like all charities, is not exempt from this fall in funding, however the charity has worked hard to increase its fundraising efforts and was mindful as always of its spending during these hard financial times. Additionally while

# TAYSIDE CANCER SUPPORT

## TRUSTEES' ANNUAL REPORT *(continued)*

### YEAR ENDED 31 OCTOBER 2024

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working capital has reduced, we are fortunate to have reserves on which to call, if necessary, so work could continue to support our clients.

The restart of the Youth Philanthropy Initiative (YPI) has again provided a financial benefit to the charity, with winning teams of students from St Paul's Academy and Craigie High School each securing £3000 for the charity, while a second place result at St John's RC High School receiving £1000. This has not only provided a huge financial boost to the charity it has also increased the awareness of the support and services provided by the charity.

Again the work and support of the charity's volunteers has helped maintain our fundraising totals and for that Executive is hugely appreciative. In the past year the charity has continued with our Annual Golf Event and Christmas Fayre, both now a fixture in the TCS calendar. Additionally, monies were raised again the Kiltwalk from St Andrews to Dundee.

#### **RESERVES POLICY**

The Charity has a policy of maintaining sufficient reserves to ensure that the Charity can continue to operate for a minimum period of 6 months should the current funding stop. The Trustees believe that the current unrestricted funds of £52,831 (2023 - £42,331) are sufficient for this purpose.

#### **RISK MANAGEMENT**

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that the systems are in place to mitigate our exposure to the major risks.

#### **DEVELOPMENT INITIATIVES**

Key aspects of a development plan for the Charity have been agreed by the executive, to be discussed at this meeting.

#### **MANAGEMENT**

The individual responsible for the day to day running of the charity during the year, was [REDACTED] due to staffing issues which will hopefully be resolved in the next financial year.

#### **APPOINTMENT, INDUCTION & TRAINING OF TRUSTEES**

The Trustees of the Charity review the skills and composition of The Board of Trustees from time to time. Where new or replacement Trustees are required, an advert is drawn up and distributed, with the most suitable candidates being interviewed and where appropriate appointed. An ongoing advertisement for Trustees and Volunteers is available online at Dundee Voluntary Action for interested parties.

#### **INDEPENDENT EXAMINER**

[REDACTED] BK Plus Limited, Chartered Certified Accountants has been re-appointed as independent examiner for the ensuing year.

#### **TRUSTEES' RESPONSIBILITIES STATEMENT**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted

**TAYSIDE CANCER SUPPORT**  
**TRUSTEES' ANNUAL REPORT** *(continued)*  
**YEAR ENDED 31 OCTOBER 2024**

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Accounting Practice (UK GAAP).

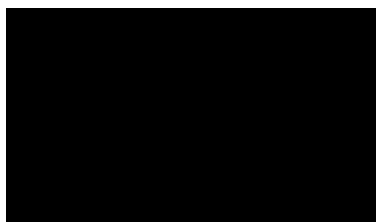
Law applicable to charities in Scotland requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that year.

In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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' annual report was approved on 29 March 2025 and signed on behalf of the Board of Trustees by:



St Aidan's Centre  
408 Brook Street  
Broughty Ferry  
Dundee  
DD5 2EB

**TAYSIDE CANCER SUPPORT**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**TAYSIDE CANCER SUPPORT**  
**YEAR ENDED 31 OCTOBER 2024**

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I report on the accounts of the Charity for the year ended 31 October 2024 which are set out on page 7 to 10.

**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) Act 2005 (the 2005 Act) and the Charities Accounts (Scotland) Regulations 2006 (as amended) (the 2006 Accounts Regulations). The Charity's trustees consider that the audit requirements of Regulation 10(1)(a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the 2005 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 the 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:

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

- 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 the accounting requirements of 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.



BK Plus Limited  
Chartered Certified Accountants  
Stannergate House  
41 Dundee Road West  
Broughty Ferry  
Dundee  
DD5 1NB

29 March 2025

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**TAYSIDE CANCER SUPPORT**  
**STATEMENT OF RECEIPTS AND PAYMENTS**  
**YEAR ENDED 31 OCTOBER 2024**

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|                                       |      | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>2024 | Total Funds<br>2023 |
|---------------------------------------|------|-----------------------|---------------------|---------------------|---------------------|
|                                       | Note | £                     | £                   | £                   | £                   |
| <b>RECEIPTS</b>                       |      |                       |                     |                     |                     |
| Donations and grants                  | 4    | 34,264                | —                   | 34,264              | 10,670              |
| Receipts from fundraising activities  | 5    | 12,706                | —                   | 12,706              | 17,845              |
| Investment income                     | 6    | 638                   | —                   | 638                 | 166                 |
| <b>TOTAL RECEIPTS</b>                 |      | <u>47,608</u>         | <u>—</u>            | <u>47,608</u>       | <u>28,681</u>       |
| <b>PAYMENTS</b>                       |      |                       |                     |                     |                     |
| Expenditure on raising funds:         |      |                       |                     |                     |                     |
| Costs of raising donations and grants | 7    | (3,272)               | —                   | (3,272)             | (3,938)             |
| Expenditure on charitable activities  | 8    | (33,836)              | —                   | (33,836)            | (28,349)            |
| <b>TOTAL PAYMENTS</b>                 |      | <u>(37,108)</u>       | <u>—</u>            | <u>(37,108)</u>     | <u>(32,287)</u>     |
| <b>SURPLUS/(DEFICIT) FOR YEAR</b>     |      | <u>10,500</u>         | <u>—</u>            | <u>10,500</u>       | <u>(3,606)</u>      |

The notes on pages 9 to 10 form part of these financial statements.

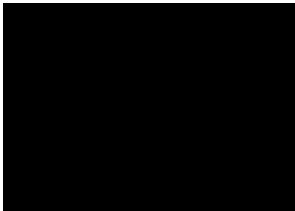
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**TAYSIDE CANCER SUPPORT**  
**STATEMENT OF BALANCES**  
**31 OCTOBER 2024**

|                               | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2024 | Total<br>Funds<br>2023 |
|-------------------------------|-----------------------|---------------------|------------------------|------------------------|
|                               | £                     | £                   | £                      | £                      |
| <b>FUNDS RECONCILIATION</b>   |                       |                     |                        |                        |
| Cash at bank and in hand      |                       |                     |                        |                        |
| - 31 October 2023             | 42,331                | —                   | 42,331                 | 45,937                 |
| Deficit/Surplus for year      | 10,500                | —                   | 10,500                 | (3,606)                |
| Cash at bank and in hand      |                       |                     |                        |                        |
| - 31 October 2024             | 52,831                | —                   | 52,831                 | 42,331                 |
|                               |                       |                     | 2024                   | 2023                   |
|                               |                       |                     | £                      | £                      |
| <b>CASH AT BANK</b>           |                       |                     |                        |                        |
| - Bank of Scotland            |                       |                     | 18,683                 | 8,821                  |
| - Scottish Widows             |                       |                     | 34,148                 | 33,510                 |
|                               |                       |                     | 52,831                 | 42,331                 |
|                               |                       |                     | 2024                   | 2023                   |
|                               |                       |                     | £                      | £                      |
| <b>LIABILITIES</b>            |                       |                     |                        |                        |
| - Independent Examination Fee |                       |                     | 1,690                  | 1,537                  |

The Notes on Page 9 to 10 form an integral part of these accounts.

Approved by the Trustees on 29 March 2025 and signed on their behalf by: -



Chair of Trustees

The notes on pages 9 to 10 form part of these financial statements.

# TAYSIDE CANCER SUPPORT

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 OCTOBER 2024

### 1. BASIS OF ACCOUNTING

These accounts have been prepared on the Receipts and Payments basis in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 (“the 2005 Act”) and the Charities Accounts (Scotland) Regulations 2006 (as amended) (“the 2006 Regulations”).

### 2. NATURE AND PURPOSE OF FUNDS

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

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

### 3. TRUSTEES’ REMUNERATION

Trustees received remuneration of £Nil (2023 - £Nil) from the charity by virtue of their employment. During the year, the trustees were repaid a total of £690 (2023 – £1,010) in relation to the reimbursement of travel and sundry expenses.

### 4. DONATIONS AND GRANTS

|                             | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>2024 | Total Funds<br>2023 |
|-----------------------------|-----------------------|---------------------|---------------------|---------------------|
|                             | £                     | £                   | £                   | £                   |
| General donations           | 15,764                | —                   | 15,764              | 4,170               |
| Northwood Charitable Trust  | 6,500                 | —                   | 6,500               | 6,500               |
| Leng Charitable Trust       | 2,000                 | —                   | 2,000               | —                   |
| Bank of Scotland Foundation | 10,000                | —                   | 10,000              | —                   |
|                             | <u>34,264</u>         | <u>—</u>            | <u>34,264</u>       | <u>10,670</u>       |

### 5. RECEIPTS FROM FUNDRAISING ACTIVITIES

|             | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>2024 | Total Funds<br>2023 |
|-------------|-----------------------|---------------------|---------------------|---------------------|
|             | £                     | £                   | £                   | £                   |
| Fundraising | 12,706                | —                   | 12,706              | 17,845              |
|             | <u>12,706</u>         | <u>—</u>            | <u>12,706</u>       | <u>17,845</u>       |

**TAYSIDE CANCER SUPPORT**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31 OCTOBER 2024**

**6. INVESTMENT INCOME**

|                        | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>2024 | Total Funds<br>2023 |
|------------------------|-----------------------|---------------------|---------------------|---------------------|
|                        | £                     | £                   | £                   | £                   |
| Bank interest received | <u>638</u>            | <u>—</u>            | <u>638</u>          | <u>166</u>          |

**7. COSTS OF GENERATING FUNDS**

|             | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2024 | Total Funds<br>2023 |
|-------------|-----------------------|---------------------|------------------------|---------------------|
|             | £                     | £                   | £                      | £                   |
| Fundraising | <u>3,272</u>          | <u>—</u>            | <u>3,272</u>           | <u>3,938</u>        |
|             | <u>3,272</u>          | <u>—</u>            | <u>3,272</u>           | <u>3,938</u>        |

**8. COSTS OF CHARITABLE ACTIVITIES**

|                                      | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2024 | Total<br>Funds<br>2023 |
|--------------------------------------|-----------------------|---------------------|------------------------|------------------------|
|                                      | £                     | £                   | £                      | £                      |
| Wages and salaries                   | 12,820                | —                   | 12,820                 | 12,664                 |
| Professional fees                    | 14,330                | —                   | 14,330                 | 10,790                 |
| Independent examination fees         | 1,536                 | —                   | 1,536                  | 1,464                  |
| General expenses                     | 923                   | —                   | 923                    | 380                    |
| Telephone, postage and<br>Stationery | 202                   | —                   | 202                    | 585                    |
| Insurance                            | 398                   | —                   | 398                    | 412                    |
| Repairs & Renewals                   | —                     | —                   | —                      | 280                    |
| Promotion                            | 2,447                 | —                   | 2,447                  | —                      |
| Equipment hire                       | <u>1,180</u>          | <u>—</u>            | <u>1,180</u>           | <u>1,774</u>           |
|                                      | <u>33,836</u>         | <u>—</u>            | <u>33,836</u>          | <u>28,349</u>          |