

2280991

HOSPICE CARE FOR BURNLEY AND PENDLE

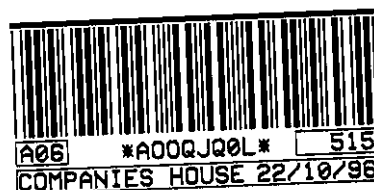
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 1996

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The company is Registered in England No.228099



HOSPICE CARE FOR BURNLEY AND PENDLE
(A Company Limited by Guarantee - Registered No.228099)
DIRECTORS' REPORT
FOR THE YEAR ENDED 31ST MARCH 1996

The directors present herewith their eighth report, together with the audited financial statements of the company for the year ended 31st March 1996.

PRINCIPAL ACTIVITY

The principal activity of the company continues to be to promote the improvement of facilities for the terminally ill in the area of Burnley and Pendle. The company is registered as a Charity with the Charity Commissioners No.70093.

REVIEW OF THE BUSINESS

The emphasis of effort in the past year has been directed towards the acquisition and development of land in the grounds of Reedley Hall upon which to build our new purpose built Hospice Care Centre, with provision for 15 day care patients, our administrative offices and a ten bedded unit for local in-patient facilities. Initially we encountered legal problems in the title of the Burnley Health Care Trust from whom the land was being bought and which delayed completion of the purchase until 7th December. In the meantime tenders for the building were sought and the contract for the building was ultimately awarded to David Ward Associates. The planning consent also required us to provide a new access roadway but works finally began in January, with a contracted completion date of 34 weeks. It is our intention to transfer the Day Care services to the new centre before the end of 1996 and in the meantime we are continuing to raise funds to complete the commissioning and fitting out of the premises. Our ability to open up the bedded unit is dependent upon our securing a contract for services and contribution for funding from the East Lancashire Health Authority with whom we are in continuing dialogue. Their strategy for Palliative Care Services in East Lancashire is still under review and we are pressing the case to redress the current deficiency of provision and funding in Burnley and Pendle.

In the meantime and throughout the year, we are happy to report steady growth and development of our Home and Day Care Services which are greatly appreciated by patients and their carers and which are so well served by our nursing and other staff and voluntary helpers. We have gratefully received a grant of £35,000 from Regional Health Authority funding with which to buy a new ambulance and other equipment which will be purchased later in the year.

Our fund raising groups and the voluntary workers in our three Charity shops continue to work very hard and with enthusiasm to augment our funds. An annual evening get-together now takes place for all volunteers and other helpers and is much enjoyed and appreciated. We are also very grateful to local organisations and bereaved families and friends who continue to give us financial support. We constantly stress that Hospice Care in Burnley and Pendle is a community project dependent upon community and Health Authority support for its development and success.

We are now arranging to appoint a manager to commission and manage the new Centre, including directing our fund raising activities and plans to enable us to staff and open up the bedded unit as soon as we can.

HOSPICE CARE FOR BURNLEY AND PENDLE

DIRECTORS' REPORT - Continued
FOR THE YEAR ENDED 31ST MARCH 1996

DIRECTORS

The directors of the company who have served during this period are named hereunder:-

Miss M B Jobling (Chairman)	Mr F Whitworth
Mrs J Ashworth	Mr J T Jones
Mrs P Baxter	Dr E Lockwood
Mr A Brown	Miss E Ramsbottom - appointed 29th
Mr A Bullas - resigned 29th May 1996	Mr D A Smith May 1996
Mrs M Cadman	Dr I A Syed - resigned 29th May 1996
Dr K Cooper	Mrs B Snell
Mr M Duari - appointed 29th May 1996	Mr T Taylor
	Mr H Tuley - appointed 25th Sept 1995

The directors retiring in accordance with the Company's Articles of Association and being eligible for re-election are:-

Mrs J Ashworth, Mr A Brown, Mr J T Jones, Mrs B Snell, Mrs P Baxter

STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

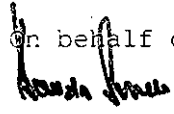
1. Select suitable accounting policies and then apply them consistently;
2. Make judgements and estimates that are reasonable and prudent;
3. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and which enables them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

LIABILITY OF MEMBERS

The liability of each member by way of their guarantee to the company is to contribute a sum not exceeding one pound to the assets of the company if so required on the winding up of the company.

On behalf of the Board


D A Smith

Registered Office:
6A Hargreaves Street
Burnley
Lancs

15th July 1996

AUDITORS' REPORT TO THE MEMBERS OF
HOSPICE CARE FOR BURNLEY AND PENDLE

We have audited the financial statements on pages 4 to 10 which have been prepared under the accounting policies set out on page 6.

Respective responsibilities of directors and auditors

As described on page 2 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.


Basis of opinion

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

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

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31st March 1996 and of its surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Langley Stuttard & Co
Chartered Accountants
and Registered Auditors

66 Bank Parade
Burnley Lancs BB11 1EE

6th September 1996

HOSPICE CARE FOR BURNLEY AND PENDLE

INCOME AND EXPENDITURE FOR THE YEAR ENDED 31ST MARCH 1996

	<u>Year to 31.3.96</u>		<u>Year to 31.3.95</u>	
	£	£	£	£
INCOME				
Donation receipts	84,948		80,446	
Legacy receipts	51,396		277,956	
Fund raising receipts	24,058		28,298	
Local authority grants	250		250	
	-----	160,652	-----	386,950
Investment Income		58,078		55,372
Profit on realisation of investments		21,078		-
		-----		-----
		239,808		442,322
Funding contributions received from Department of Health		98,353		107,182
		-----		-----
		338,161		549,504
<u>Less</u>				
INDIRECT EXPENDITURE				
Promotion and publicity	6,124		2,383	
Administration	3,724		2,690	
	-----	9,848	-----	5,073
		-----		-----
		328,313		544,431
DIRECT CHARITABLE EXPENDITURE				
Day Care Centres:				
Operating expenditure	51,966		48,466	
Depreciation written off furniture and equipment	3,850		5,600	
	-----		-----	
	55,816		54,066	
	-----		-----	
Transport costs	13,250		13,081	
<u>Less</u> Deferred credit	5,000		5,000	
	-----		-----	
	8,250		8,081	
	-----		-----	
Home care support	10,691		7,917	
	-----	74,757	-----	70,064
		-----		-----
Excess of Income over Expenditure	£ 253,556		£ 474,367	
	=====		=====	

The notes on pages 6 to 10 form part of these financial statements.

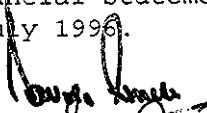
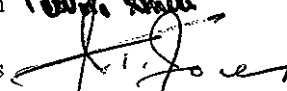
HOSPICE CARE FOR BURNLEY AND PENDLE

BALANCE SHEET

AS AT 31ST MARCH 1996

	<u>Notes</u>	£	<u>1996</u> £	£	<u>1995</u> £
FIXED ASSETS					
Tangible assets	4		397,116		39,695
CURRENT ASSETS					
Investments	5	1,055,052		1,161,530	
Cash at bank and in hand		24,074		26,461	
		-----	1,079,126	-----	1,187,991
			-----		-----
			1,476,242		1,227,686
DEFERRED CREDIT					
	8		-		(5,000)
NET ASSETS					
			£1,476,242		£1,222,686
			=====		=====
FUNDS					
Permanent endowment fund			10,000		10,000
Unrestricted funds			1,466,242		1,212,686
			-----		-----
			£1,476,242		£1,222,686
			=====		=====

These financial statements were approved by the board of directors on 15th July 1996.

D A Smith )
J T Jones ) Directors

The notes on pages 6 to 10 form part of these financial statements.

HOSPICE CARE FOR BURNLEY AND PENDLE

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 1996

1. ACCOUNTING POLICIES

The accounting policies of the company are unchanged from the previous year and are set out below:

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with appropriate Accounting Standards.

1.2 Receipts

Receipts into the fund of the Charity are taken on a cash received basis.

1.3 Income from investments

Income from investments is treated on a receipts basis without accounting for accrued interest to the balance sheet date.

1.4 Depreciation of tangible fixed assets

Tangible fixed assets are depreciated over their estimated useful lives.

Day Care Centre Furniture & Equipment	- 5 years
Motor vehicle	- 4 years

1.5 Constitution

The Charity is constituted as a company registered by guarantee under the Companies Act. Accordingly it is required to prepare accounts which comply with the accounting provisions of Schedule 4 of the Act which specifies the headings to be shown in the balance sheet and income and expenditure account. In a number of cases the standard headings are inappropriate for the activities of the Charity. Where necessary standard headings have been amended in order to show a true and fair view.

2. OPERATING PROFIT

	<u>1996</u>	<u>1995</u>
	£	£
The excess of income over expenditure is stated after charging:		
Depreciation	7,599	9,350
Operating lease - Buildings	17,940	9,165
	=====	=====

HOSPICE CARE FOR BURNLEY AND PENDLE

NOTES TO THE ACCOUNTS - continued
FOR THE YEAR ENDED 31ST MARCH 1996

3. EMPLOYEE INFORMATION		<u>1996</u>	<u>1995</u>
		£	£
3.1	Staff costs:		
	Wages and salaries	23,674	21,717
	Social security costs	1,088	928
		-----	-----
		£ 24,762	£ 22,645
		=====	=====
3.2	The average number of employees during the year was:	No.	No.
	Day care centres	2	4
	Transport	1	1
	Home care support	1	1
	Charity shops	2	2
		---	---
		6	8
		===	===
3.3	The directors received no remuneration in the year (1995 £Nil).		

HOSPICE CARE FOR BURNLEY AND PENDLE

NOTES TO THE ACCOUNTS - continued FOR THE YEAR ENDED 31ST MARCH 1996

4. TANGIBLE FIXED ASSETS

	Expenditure on Day Centres development furniture of land and and <u>buildings</u> <u>equipment</u> <u>Motor</u>			<u>Total</u>
	£	£	£	£
Cost:				
At 1st April 1995	31,295	28,173	15,096	74,564
Additions	365,020	-	-	365,020
	-----	-----	-----	-----
At 31st March 1996	396,315	28,173	15,096	439,584
	-----	-----	-----	-----
Depreciation:				
At 1st April 1995	-	23,523	11,346	34,869
Charge for year	-	3,850	3,749	7,599
	-----	-----	-----	-----
At 31st March 1996	-	27,373	15,095	42,468
	-----	-----	-----	-----
31st March 1996	£396,315	£ 800	£ 1	£397,116
	=====	=====	=====	=====
31st March 1995	£ 31,295	£ 4,650	£ 3,750	£ 39,695
	=====	=====	=====	=====
Capital commitments:			1996	1995
Development of land and buildings			£779,982	£ -
			=====	=====

HOSPICE CARE FOR BURNLEY AND PENDLE

NOTES TO THE ACCOUNTS - continued
FOR THE YEAR ENDED 31ST MARCH 1996

5.	INVESTMENTS		<u>1996</u>	<u>1995</u>
			£	£
	National Westminster Bank	Reserve Account	5,134	3,964
	National & Provincial Building Society	Reserve Account	335,503	313,181
	Skipton Building Society	Sovereign Account	511,184	681,825
	Marsden Building Society	Rainbow Account	150,940	-
	Investments - At market value on date of receipt as legacy - 15th March 1995			
	U K Shares	26,532		
	U K Unit Trusts	25,759		
		-----	52,291	162,560
			-----	-----
			£1,055,052	£1,161,530
			=====	=====

The market value of the UK Shares at 31st March 1996 was £24336, and of UK Unit Trusts £26834.

6.	MOVEMENT ON FUNDS	New equipment fund	Un-restricted funds	Permanent endowment fund
		£	£	£
	Opening value 1st April 1995	-	1,212,686	10,000
	Income receipts	3,500	157,152	-
	Investment income	-	79,156	-
	Funding contributions	35,000	63,353	-
		-----	-----	-----
		38,500	1,512,347	10,000
	Indirect expenditure	-	(9,848)	-
	Direct charitable expenditure	-	(74,757)	-
		-----	-----	-----
		£ 38,500	£1,427,742	£ 10,000
		=====	=====	=====

HOSPICE CARE FOR BURNLEY AND PENDLE

NOTES TO THE ACCOUNTS - continued FOR THE YEAR ENDED 31ST MARCH 1996

7. ANALYSIS OF FUND BALANCES BETWEEN THE NET ASSETS

	New equipment <u>fund</u> £	Un- restricted <u>funds</u> £	Permanent endowment <u>fund</u> £
Fixed assets	-	397,116	-
Investments	38,500	1,006,552	10,000
Other current assets	-	24,074	-
	-----	-----	-----
	£38,500	£1,427,742	£ 10,000
	=====	=====	=====

Note:

The permanent endowment fund of £10,000 is known as the Frank Houghton Endowment Fund. Income is to be applied towards the general running costs of the charity.

8. DEFERRED CREDIT

Contribution received of £20,000 from the Department of Health towards the cost of the Charity's motor vehicle, purchased 31st March 1993, is credited to the Income and Expenditure Account over the useful life of the asset.

9. FINANCIAL COMMITMENTS

At 31st March 1996 the company had the following operating lease commitment in respect of land and buildings:

	<u>1996</u> £	<u>1995</u> £
Due within one year	£ 11,333	£ 10,090
	=====	=====
Due between two and five years	£ 36,000	£ -
	=====	=====

HOSPICE CARE FOR BURNLEY AND PENDLE

SCHEDULES

FOR THE YEAR ENDED 31ST MARCH 1996

	<u>1996</u>	<u>1995</u>
	£	£
DONATION RECEIPTS		
Sundry	39,485.51	47,366.85
In memorium	11,844.22	12,151.00
Collection boxes	3,146.08	1,521.15
Members subscriptions	389.00	680.00
Covenants	1,106.60	1,912.72
Payroll Giving	1,050.27	1,408.73
Charity shops (See below)	27,926.06	15,406.13
	----- £84,947.74	----- £80,446.58
	=====	=====

CHARITY SHOPS

Gross receipts	55,853.76	41,658.33
Expenses:		
Expenditure on leased		
Premises	-	3,493.58
Fittings & equipment	-	2,550.02
Rent and rates	18,928.62	10,756.78
Electricity, water & telephone	3,197.76	1,941.95
Repairs & maintenance	600.48	
Insurance	347.12	712.73
Advertising	-	1,126.47
Stationery, bags, tickets etc	577.03	852.00
Incidental expenses	1,655.69	1,253.99
Wages	2,621.00	3,034.30
Legal expenses	-	530.38
	----- 27,927.70	----- 26,252.20
	-----	-----
Donation	£27,926.06	£15,406.13
	=====	=====

DAY CARE CENTRES - OPERATING EXPENDITURE

Salaries - Nursing	36,726.68	34,539.03
- Other	5,663.81	6,109.09
	----- 42,390.49	----- 40,648.12
Catering costs	4,004.73	3,365.81
<u>Less</u> Receipt	789.32	686.64
	----- 3,215.41	----- 2,679.17
Centre sundries	1,780.95	1,200.37
Medical & client activity aids	1,115.41	919.32
Telephone	1,355.79	1,809.82
Staff travel & expenses	1,036.82	1,056.89
Staff training	1,070.95	453.40
Training grant received etc	-	(301.70)
	----- £51,965.82	----- £48,465.39
	=====	=====

HOSPICE CARE FOR BURNLEY AND PENDLE

SCHEDULES (Continued)

FOR THE YEAR ENDED 31ST MARCH 1996

	<u>1996</u> £	<u>1995</u> £
HOME CARE SUPPORT		
Salary - Services Co-ordinator	10,072.02	7,574.64
Volunteers expenses	619.05	342.70
	----- £10,691.07	----- £ 7,917.34
	=====	=====
PROMOTION AND PUBLICITY		
Fund raising expenses	2,688.83	1,450.83
Printing leaflets, postage, stationery etc	332.53	685.00
Press advertising	882.30	229.69
Incidentals	2,220.75	17.50
	----- £ 6,124.41	----- £ 2,383.02
	=====	=====
ADMINISTRATION		
Office sundries, postage, stationery etc	820.51	1,140.89
Insurance	1,620.38	1,199.00
Payroll services	470.00	-
Incidentals	812.79	350.16
	----- £ 3,723.68	----- £ 2,690.05
	=====	=====
TRANSPORT		
Motor vehicle - Licence & insurance	669.28	959.54
- Repairs, fuel etc	2,719.94	2,232.38
- Depreciation	3,749.00	3,750.00
- Garage rent	406.66	120.00
Salaries	5,704.86	6,019.41
	----- £13,249.74	----- £13,081.33
	=====	=====