

Company Registration No. 02767558 (England and Wales)

# **ST CATHERINE'S HOSPICE PROMOTIONS LIMITED**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2018**



**MHA** Moore & Smalley  
Trusted Thinking

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## COMPANY INFORMATION

---

<b>Directors</b>	Mr J C Hughes MBE Reverend P D Taylor Mr P R Jones Dr S T Ward Mr A E Harrison Mr J A Bonser Dr F M Duncan Mrs L A Doxsey Mr J Holden Mr M J Lough Mr J G Chesworth Mr T R Frier Mrs R E Moses	(Appointed 9 October 2017) (Appointed 7 November 2017)
<b>Secretary</b>	Mr S Greenhalgh	
<b>Company number</b>	02767558	
<b>Registered office</b>	St Catherine's Hospice Lostock Hall Lostock Lane Preston PR5 5XU	
<b>Auditor</b>	MHA Moore and Smalley Richard House 9 Winckley Square Preston PR1 3HP	

---

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## CONTENTS

---

	Page
Directors' report	1
Directors' responsibilities statement	2
Independent auditor's report	3 - 5
Statement of income and retained earnings	6
Balance sheet	7
Notes to the financial statements	8 - 12

---

# **ST CATHERINE'S HOSPICE PROMOTIONS LIMITED**

## **DIRECTORS' REPORT**

**FOR THE YEAR ENDED 31 MARCH 2018**

---

The directors present their annual report and financial statements for the year ended 31 March 2018.

### **Principal activities**

The principal activity of the company continued to be that of operating a lottery. The company exists to support the parent company, St Catherine's Hospice (Lancashire) Limited, a registered charity.

### **Directors**

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

Mr J C Hughes MBE

Reverend P D Taylor

Mr P R Jones

Dr S T Ward

Mr A E Harrison

Mr J A Bonser

Dr F M Duncan

Mrs L A Doxsey

Mr J Holden

Mr M J Lough

Mr J G Chesworth

Mr T R Frier

(Appointed 9 October 2017)

Mrs R E Moses

(Appointed 7 November 2017)

### **Auditor**

The auditor, MHA Moore and Smalley, is deemed to be reappointed under section 487(2) of the Companies Act 2006.

### **Statement of disclosure to auditor**

So far as each person who was a director at the date of approving this report is aware, there is no relevant audit information of which the company's auditor is unaware. Additionally, the directors individually have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditor is aware of that information.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

By order of the board



**Mr S Greenhalgh**

**Secretary**

8 October 2018

# **ST CATHERINE'S HOSPICE PROMOTIONS LIMITED**

## **DIRECTORS' RESPONSIBILITIES STATEMENT**

**FOR THE YEAR ENDED 31 MARCH 2018**

---

The directors are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- 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 adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBER OF ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

---

#### Opinion

We have audited the financial statements of St Catherine's Hospice Promotions Limited (the 'company') for the year ended 31 March 2018 which comprise the statement of income and retained earnings, 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 FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2018 and of its profit 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 Companies Act 2006.

#### 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 company 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 directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company'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 directors are responsible for the other information. The other information comprises the information included in the 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.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

# **ST CATHERINE'S HOSPICE PROMOTIONS LIMITED**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

### **TO THE MEMBER OF ST CATHERINE'S HOSPICE PROMOTIONS LIMITED**

---

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

#### **Responsibilities of directors**

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors 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 directors are responsible for assessing the company'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 directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

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: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# **ST CATHERINE'S HOSPICE PROMOTIONS LIMITED**


## **INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

### **TO THE MEMBER OF ST CATHERINE'S HOSPICE PROMOTIONS LIMITED**

---

#### **Use of our report**

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Christine Wilson (Senior Statutory Auditor)**  
**for and on behalf of MHA Moore and Smalley**  
**Chartered Accountants**  
**Statutory Auditor**

Richard House  
9 Winckley Square  
Preston  
PR1 3HP

25/10/18



# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## STATEMENT OF INCOME AND RETAINED EARNINGS FOR THE YEAR ENDED 31 MARCH 2018

	Notes	2018 £	2017 £
Turnover		973,050	974,717
Cost of sales		(226,969)	(279,964)
<b>Gross profit</b>		<b>746,081</b>	<b>694,753</b>
Administrative expenses		(170,825)	(180,246)
<b>Operating profit</b>		<b>575,256</b>	<b>514,507</b>
Interest receivable and similar income		76	794
<b>Profit before taxation</b>		<b>575,332</b>	<b>515,301</b>
Tax on profit		-	-
<b>Profit for the financial year</b>		<b>575,332</b>	<b>515,301</b>
Retained earnings brought forward		-	1,384
Distributions to parent charity under gift aid		(575,332)	(516,685)
Retained earnings carried forward		-	-

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## BALANCE SHEET

AS AT 31 MARCH 2018

	Notes	2018 £	£	2017 £	£
<b>Fixed assets</b>					
Tangible assets	3		3,719		5,914
<b>Current assets</b>					
Debtors	4	71,204		60,741	
Cash at bank and in hand		355,667		333,500	
		<u>426,871</u>		<u>394,241</u>	
<b>Creditors: amounts falling due within one year</b>	5	<u>(420,590)</u>		<u>(390,155)</u>	
<b>Net current assets</b>			6,281		4,086
<b>Total assets less current liabilities</b>			<u>10,000</u>		<u>10,000</u>
<b>Capital and reserves</b>					
Called up share capital	6		<u>10,000</u>		<u>10,000</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the board of directors and authorised for issue on 8 October 2018 and are signed on its behalf by:



Mr J C Hughes MBE  
Director



Mr P R Jones  
Director

Company Registration No. 02767558

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

---

### 1 Accounting policies

#### Company information

St Catherine's Hospice Promotions Limited is a private company limited by shares incorporated in England and Wales. The registered office is St Catherine's Hospice, Lostock Hall, Lostock Lane, Preston, PR5 5XU.

#### 1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Turnover

Turnover represents lottery and raffle income, which is accounted for when received, to the extent that the company has a right to consideration arising from the performance of its contractual arrangements.

#### 1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost of assets less their residual values over their useful lives on the following bases:

Furniture & equipment	20% straight line
Computer equipment	33% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

#### 1.4 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in profit or loss, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

### 1 Accounting policies

(Continued)

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset (or cash-generating unit) is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating unit) in prior years. A reversal of an impairment loss is recognised immediately in profit or loss, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

#### 1.5 Cash at bank and in hand

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.6 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Classification of financial liabilities**

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Other financial liabilities**

All of the company's liabilities are basic financial liabilities.

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

### 1 Accounting policies

(Continued)

#### 1.7 Equity instruments

Equity instruments issued by the company are recorded at the proceeds received, net of direct issue costs. Dividends payable on equity instruments are recognised as liabilities once they are no longer at the discretion of the company.

#### 1.8 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.9 Retirement benefits

The company operates a defined benefit pension scheme for employees. The assets of the scheme are held separately from those of the company. The annual contributions payable are charged to the profit and loss account.

### 2 Employees

The average monthly number of persons (including directors) employed by the company during the year was 5 (2017 - 7).

### 3 Tangible fixed assets

	Furniture & equipment £	Computer equipment £	Total £
<b>Cost</b>			
At 1 April 2017 and 31 March 2018	3,776	24,353	28,129
<b>Depreciation and impairment</b>			
At 1 April 2017	3,776	18,439	22,215
Depreciation charged in the year	-	2,195	2,195
At 31 March 2018	3,776	20,634	24,410
<b>Carrying amount</b>			
At 31 March 2018	-	3,719	3,719
At 31 March 2017	-	5,914	5,914

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

### 4 Debtors

	2018	2017
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	-	1,750
Amounts owed by group undertakings	64,952	51,635
Prepayments and accrued income	6,252	7,356
	<u>71,204</u>	<u>60,741</u>

### 5 Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	4,668	7,460
Amounts due to group undertakings	288,054	255,791
Advance lottery receipts	117,446	121,087
Other creditors	4,032	3,317
Accruals and deferred income	6,390	2,500
	<u>420,590</u>	<u>390,155</u>

### 6 Called up share capital

	2018	2017
	£	£
<b>Ordinary share capital</b>		
<b>Issued and fully paid</b>		
10,000 Ordinary shares of £1 each	10,000	10,000
	<u>10,000</u>	<u>10,000</u>

# ST CATHERINE'S HOSPICE PROMOTIONS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

---

### 7 Parent company

The company was under the control of St Catherine's Hospice (Lancashire) Limited throughout the current and previous year, registered office Lostock Lane, Lostock Hall, Preston, PR5 5XU. The consolidated financial statements of this group are available to the public and may be obtained from Companies House, Cardiff.

During the period donations of £575,332 (2017: £516,685) were made to the Hospice, and administrative expenses recharged to the company by the Hospice amounted to £135,734 (2017: £142,298). At the period end the amount owed to the Hospice by the company was £288,054 (2017: £255,791).

St Catherine's Hospice Trading Limited is a subsidiary of St Catherine's Hospice (Lancashire) Limited. At the year end the amount owed by St Catherine's Hospice Trading Limited to the company was £58,404 (2017: £47,985).

St Catherine's Social Enterprise Limited is a subsidiary of St Catherine's Hospice (Lancashire) Limited. At the year end the amount owed by St Catherine's Social Enterprise Limited to the company was £6,548 (2017: £3,650).