

**BEAUMOND HOUSE COMMUNITY HOSPICE  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2014**

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**BEAUMOND HOUSE COMMUNITY HOSPICE**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2014**

	<b>Page</b>
Company Information	1
Report of the Directors and Trustees	2 to 4
Report of the Independent Auditors	5 to 6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 18

**BEAUMOND HOUSE COMMUNITY HOSPICE  
COMPANY INFORMATION  
FOR THE YEAR ENDED 31ST MARCH 2014**

**DIRECTORS:**

Mrs P D Alexander (retired 4<sup>th</sup> December 2013)  
P J Armitage  
Dr J A Barker  
Miss E L Holden (appointed 23<sup>rd</sup> September 2013)  
Dr P D Jones  
J W Marshall  
Miss J M Parlby  
I Phillips  
N Porter  
D A Tomkinson

R P Fisher (Managing Director)

**SECRETARY:**

I Phillips

**REGISTERED OFFICE:**

32 London Road  
Newark  
Nottinghamshire  
NG24 1TW

**REGISTERED NUMBER:**

2799789 (England and Wales)

**CHARITY**

**REGISTERED NUMBER:**

1025442

**AUDITORS:**

Stephenson Nuttall & Co  
Chartered Accountants  
Registered Auditor  
Ossington Chambers  
6/8 Castle Gate  
Newark  
Nottinghamshire  
NG24 1AX

## **BEAUMOND HOUSE COMMUNITY HOSPICE**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2014**

The Trustees, who are also the directors of the charity for the purposes of the Companies Act, present their report with the financial statements of the charitable company for the year ended 31st March 2014.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing Document**

Beaumont House Community Hospice is a charitable company limited by guarantee, incorporated on 16th March 1993 and registered as a charity on 1st September 1993. The company was set up under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The company is exempt under Section 60 of the Companies Act 2006 from using the word Limited in its name. The Charity operates from 32 London Road, Newark, Nottinghamshire NG24 1TW which is also its Registered Office.

##### **Recruitment and Appointment of Directors**

R P Fisher is Managing Director and is not a trustee of the Charity.

As set out in the Articles of Association, trustees are appointed by the board of trustees and retire by rotation. During the year under review the trustees were Dr P D Jones, Mr N Porter, Mr I Phillips, Dr J A Barker, Mr P J Armitage, Mrs P D Alexander, Mr J W Marshall, Miss J M Parly, Mr D A Tomkinson and Miss E L Holden. The Company Secretary is Mr I Phillips.

##### **Organisational Structure**

Directors are specifically recruited to work with the organisation and have a variety of business skills to support and underpin good practice. The directors are always looking at ways to develop the activities of the charity and fundraising opportunities. The directors meet as a full board at least once a quarter. Seven subcommittees of board members and senior managers hold regular meetings and support staff in carrying out their duties on a daily basis. The subcommittees are Care Service Development, Finance, Health & Safety, Staffing, Property and Estates, Fundraising and Marketing and Governance. The Managing Director, Mr R P Fisher, has day to day responsibility for the operations of the Charity.

##### **Induction and Training of Directors**

New board members undergo a formal, tailored induction programme on joining. The programme includes background information about Beaumont House Community Hospice, details of meeting procedures, board members' responsibilities, including directors' duties under the Companies Act 2006, and governance-related issues including the time commitment expected of board members. Directors are also encouraged to attend appropriate external training events where these will facilitate their understanding of the role.

##### **Risk Management**

The directors actively review the major risks which the charity face on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The directors have also examined other operational and business risks faced by the Charity and confirm that they have established systems to mitigate the significant risks.

#### **OBJECTS AND ACTIVITIES**

Beaumont House Community Hospice is a registered charity that has been committed to providing supportive palliative care to patients with life limiting or terminal illnesses and their families living in Newark & district, since 1987. This includes the Southwell and surrounding villages.

Each year we provide care for over 450 patients and support to their families, caring for around 200+ patients at any one time.

At Beaumont House, we are really keen to dispel the myth that those we support come here to die. Yes we do support people at the end of life and do so in a way which is truly person centred. We offer personalised, compassionate support where patients' wishes are respected and delivered and where family members can be with loved ones in an entirely private setting.

Beaumont House is very much about living. Through our doors you will find a lively and vibrant space, filled with life and laughter. Our staff, volunteers and patients alike bring hope and happiness together in a 'home from home' setting.

We also recognise that many people wish to stay at home to receive support. Our Hospice @ Home team take the Beaumont House approach into patients' homes, offering expert care, sitting, advice and support.

## **BEAUMOND HOUSE COMMUNITY HOSPICE**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2014**

The object and principal activity of Beaumont House Community Hospice continues to be that of promoting the welfare of people with a life limiting or terminal illness and to provide respite for their carers in an area within fifteen miles of Newark town centre. To achieve this Beaumont House Community Hospice secures funding from local organisations, individuals and by operating charity shops.

The directors continue to introduce new services for those using the facilities of Beaumont House Community Hospice. The main services offered by the Charity are day care, inpatient care, benefits advice, complementary therapy, hospice @ home, equipment loans, bereavement support, carer support and a town centred resource and information centre. There is also a range of services to support each of these areas.

To support these aims the Charity is funded in part by way of a payment under a Service Level Agreement from the Newark & Sherwood NHS Clinical Commissioning Group.

However, the majority of the funds required have to be raised from within the local community. In addition to operating two trading shops there are various fundraising events held during the year and the Charity is reliant on the generosity of those who support those events. The Charity also values the many donations from individuals and businesses which are used to support the activities undertaken.

Many volunteers (in excess of 190) give up their time to help the Charity. Such help is used to enhance the activities undertaken for patient and carer support. Volunteers carry out much of the fundraising activities and the directors are very grateful to these volunteers for their commitment and support.

The directors have had regard to Charity Commission guidance on public benefit in accordance with the Charities (Accounts and Reports) Regulations 2008.

#### **ACHIEVEMENTS AND PERFORMANCE**

During the course of the year 475 patients and carers were helped by Beaumont House Community Hospice.

Examples of some of the care and support the hospice provides are as follows: In day care, 2,597 places were used supporting 88 patients and our short term in patient facility gave 1,209 nights of care supporting 73 patients. There were 1215 sessions of complementary therapy given to 240 patients and 654 sessions of benefits advice helping 385 patients and their families were held. Working in the community, our staff delivered 3,320 hours of care to 130 patients, 225 items of equipment were loaned out and there were 185 instances of bereavement support. We also provide a general support and advice 24 hour helpline.

Our Resource and Information Centre supporting the people of Newark and surrounding areas continues to grow and so far 2,113 patients, relatives and carers have been seen since its opening in January 2011.

The centre is for patients, families and carers with cancer and life limiting illnesses. Other enquiries are signposted to relevant partners who will be able to support where necessary. The centre has a large amount of information on various topics such as treatments, conditions, support groups, welfare rights etc. Carer and bereavement support is also offered at the centre.

#### **FINANCIAL REVIEW**

The directors continue to monitor the financial performance and the level of retained reserves on a regular basis. The cash resources held are a major part of the assets of the Charity and the directors continue to build reserves. During the last year the income arising from revenue grants amounted to only 33% of total day to day running expenditure and the balance had to be found from the fundraising activities carried on by the staff and the generosity of the local community. It is these latter sources of income that provide the resources needed to continue to develop the services offered by Beaumont House Community Hospice.

The fixed assets represent 50% of total reserves and the directors consider that these assets are "ring fenced" to protect and maintain the continuity of service to the local community. The directors believe that in addition adequate liquid funds need to be maintained to support the Charity in the event of there being the opportunity to develop additional services or in the event of there being changes to current funding streams.

The Charity holds a Restricted Fund. This principally relates to a specific appeal to the local community in order to raise funds to extend the Charity's freehold premises.

## **BEAUMOND HOUSE COMMUNITY HOSPICE**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2014**

#### **PLANS FOR THE FUTURE**

The directors continue to look at ways in which patient and carer support can be enhanced and expanded upon. To that end the property adjoining the Charity's main facility has been purchased and is generating external income for the time being. Plans are being considered at present for the development of the property, the funding of the works that will be needed and the consequential increase in funding to run the expanded facility.

There remains uncertainty within the NHS both in terms of funding and service provision requirements. The directors continue to monitor developments and consider that they are well placed to offer additional services and commit adequate resources if opportunities and additional funds arise.

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

The trustees (who are also directors of Beaumont House Community Hospice for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company 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 charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

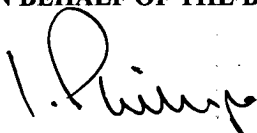
So far as the trustees are aware, there is no relevant audit information (as defined by Section 418 (2) of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that ought to have been taken as a trustee in order to make aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

#### **AUDITORS**

The auditors, Stephenson Nuttall & Co, will be proposed for re-appointment in accordance with Section 485 of the Companies Act 2006.

This report has been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime.

#### **ON BEHALF OF THE BOARD:**



I. Phillips – Director

Date: 3<sup>rd</sup> December 2014

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF BEAUMOND HOUSE COMMUNITY HOSPICE**

We have audited the financial statements of Beaumont House Community Hospice for the year ended 31st March 2014 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable 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 charitable 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

As explained more fully in the Trustees' Responsibilities Statement set out on page 4, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud and error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Directors and Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2014, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities;
- have been prepared in accordance with the Companies Act 2006.

### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Report of the Directors and Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
BEAUMOND HOUSE COMMUNITY HOSPICE**

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

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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees 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 Trustees' Annual Report.



T F Hudson FCA (Senior Statutory Auditor)  
for and on behalf of Stephenson Nuttall & Co., Statutory Auditor  
Chartered Accountants  
6/8 Castle Gate  
Newark  
Nottinghamshire  
NG24 1AX

Dated: 5<sup>th</sup> December 2014

# BEAUMOND HOUSE COMMUNITY HOSPICE

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31ST MARCH 2014

	Notes	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total Funds 2014 £	Total Funds 2013 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
<u>Voluntary income</u>					
Donations, legacies and grants	3	441,616	20,725	462,341	558,664
<u>Activities for generating funds</u>					
Shop income		135,897	-	135,897	132,433
Income from other fundraising activities	4	162,727	1,813	164,540	190,954
<u>Investment income</u>	5	16,853	-	16,853	24,615
<b>Incoming resources from charitable activities</b>					
Grants	6	313,710	-	313,710	244,273
Rents receivable		<u>6,883</u>	<u>-</u>	<u>6,883</u>	<u>208</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>1,077,686</u>	<u>22,538</u>	<u>1,100,224</u>	<u>1,151,147</u>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	7	14,693	-	14,693	15,242
Costs of generating shop income	8	39,634	-	39,634	39,724
Costs of other fundraising activities	9	79,770	-	79,770	81,458
<b>Charitable activities</b>	10	814,007	7,530	821,537	721,150
<b>Governance costs</b>	11	<u>124,247</u>	<u>-</u>	<u>124,247</u>	<u>120,706</u>
<b>TOTAL RESOURCES EXPENDED</b>		<u>1,072,351</u>	<u>7,530</u>	<u>1,079,881</u>	<u>978,280</u>
<b>NET INCOMING RESOURCES BEFORE TRANSFERS</b>					
		5,335	15,008	20,343	172,867
Transfers between funds		<u>23,266</u>	<u>(23,266)</u>	<u>-</u>	<u>-</u>
<b>NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>					
		28,601	(8,258)	20,343	172,867
<b>OTHER RECOGNISED GAINS/(LOSSES)</b>					
Realised gain/(loss) on investment assets		(166)	-	(166)	4,617
Unrealised gain on investment assets	18	<u>3,165</u>	<u>-</u>	<u>3,165</u>	<u>21,675</u>
		31,600	(8,258)	23,342	199,159
<b>FUND BALANCES BROUGHT FORWARD</b>		<u>2,175,165</u>	<u>194,661</u>	<u>2,369,826</u>	<u>2,170,667</u>
<b>FUND BALANCES CARRIED FORWARD</b>	21	<u>2,206,765</u>	<u>186,403</u>	<u>2,393,168</u>	<u>2,369,826</u>

The Statements of Financial Activities includes all gains and losses recognised in the year.

None of the company's activities were acquired or discontinued during the current and previous years.

**BEAUMOND HOUSE COMMUNITY HOSPICE**  
**REGISTERED NUMBER : 2799789 (England and Wales)**

**BALANCE SHEET**  
**31ST MARCH 2014**

	Notes	2014 £	2013 £
<b>FIXED ASSETS</b>			
Tangible assets	14	1,185,589	1,188,340
Investments	15	<u>2</u>	<u>2</u>
		1,185,591	1,188,342
<b>CURRENT ASSETS</b>			
Stocks	16	6,421	7,912
Debtors	17	472,052	324,694
Investments	18	351,132	343,187
Cash at bank and in hand		<u>449,280</u>	<u>655,418</u>
		1,278,885	1,331,211
<b>CREDITORS</b>			
Amounts falling due within one year	19	<u>71,308</u>	<u>149,727</u>
<b>NET CURRENT ASSETS</b>		<u>1,207,577</u>	<u>1,181,484</u>
<b>NET ASSETS</b>	20	<u>2,393,168</u>	<u>2,369,826</u>
<b>FUNDS</b>			
<b>UNRESTRICTED FUNDS</b>	21		
Designated funds		1,015,245	1,014,293
Revaluation funds		28,600	30,015
General funds		<u>1,162,920</u>	<u>1,130,857</u>
		2,206,765	2,175,165
<b>RESTRICTED FUNDS</b>	21	<u>186,403</u>	<u>194,661</u>
<b>TOTAL FUNDS</b>		<u>2,393,168</u>	<u>2,369,826</u>

These Financial Statements have been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**ON BEHALF OF THE TRUSTEES:**



I Phillips – Director and Trustee

Approved by the Board on 3<sup>rd</sup> December 2014

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2014

1. ACCOUNTING POLICIES

a) **Accounting convention**

The financial statements have been prepared under the historical cost convention as modified by the revaluation of certain assets and are in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements are also prepared in accordance with the Statement of Recommended Practice for Charities (the Charities 'SORP') which was issued in 2005.

The company and its subsidiary comprise a small group. The company has therefore taken advantage of Section 398 of the Companies Act 2006 not to prepare group accounts. The financial statements therefore present information about the company as an individual undertaking and not about its group.

b) **Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of donations, legacies and gifts and is included in full in the Statement of Financial Activities when receivable.
- Donated services and facilities are included at the value due to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Clothing and other items donated for resale through the charity's shops are included as incoming resources within activities for generating funds when they are sold.
- Investment income is included when receivable.
- Incoming resources from grants are credited to the Statement of Financial Activities in the year to which they relate.

c) **Resources expended**

Expenditure is recognised on an accrual basis as a liability incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shops.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly. Items of expenditure which contribute directly to the output of more than one activity cost category have been apportioned on the following basis:

	Fundraising	Provision of Care
Bank charges	10%	90%
Telephone	10%	90%
Postage	10%	90%

Fundraising costs of generating voluntary income and other fundraising activities other than those allocated directly have been apportioned 20% to costs of generating voluntary income and 80% to costs of other fundraising activities.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2014

d) **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold land and buildings	- 2% on cost
Fixtures, fittings and equipment	- 33% on cost
Medical equipment	- 33% on cost

e) **Stocks**

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

f) **Grants**

Grants received for the restricted purpose of providing fixed assets are accounted for immediately as restricted funds. Where the fixed assets' acquisition discharges the restriction the assets will be held in unrestricted funds. If the use of the assets is unrestricted the trustees consider creating a designated fund reflecting the book value of the assets is appropriate. The relevant fund will then be reduced over the useful economic life of the asset in line with its depreciation.

g) **Current asset investments**

Investments are stated at market value as at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

h) **Realised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (purchase date if later). Unrealised gains and losses are calculated as the difference between the market value at the year end and opening market value (or purchase date if later).

i) **Pension Cost**

The company operates a defined contribution pension scheme – contributions payable for the year are charged in the Statement of Financial Activities.

j) **Hire purchase and leasing commitments**

Rentals payable under operating leases are charged to the Statement of Financial Activities.

k) **Fund accounting**

Funds held by the charity are either:

*General funds* - these are funds which can be used in accordance with the charities objectives at the discretion of the trustees.

*Designated funds* - are unrestricted funds set aside at the discretion of the trustees for specific purposes. The designated fund for fixed assets is that part of unrestricted funds representing fixed assets held which cannot reasonably be expected to be realised in the short term.

*Restricted funds* - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

# BEAUMOND HOUSE COMMUNITY HOSPICE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2014

### 2. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1.

### 3. VOLUNTARY INCOME

Voluntary income for the year falls into the following categories.

	Unrestricted Fund £	Restricted Fund £	2014 Total £	2013 Total £
<b>Donations and legacies</b>				
Appeals and donations	111,837	400	112,237	130,731
Legacies	<u>328,202</u>	<u>-</u>	<u>328,202</u>	<u>414,941</u>
	<u>440,039</u>	<u>400</u>	<u>440,439</u>	<u>545,672</u>
<b>Grants</b>				
Balderton Primary Care Centre	-	20,000	20,000	-
Charity Misc	1,577	-	1,577	-
Fire Training	-	325	325	864
Network Rail	-	-	-	2,500
Leicester City PCT	-	-	-	3,000
Derbyshire Trust	-	-	-	5,000
Cancer Information Day	-	-	-	628
The Hospital Saturday Fund	-	-	-	1,000
	<u>1,577</u>	<u>20,325</u>	<u>21,902</u>	<u>12,992</u>
<b>Total voluntary income</b>	<u>441,616</u>	<u>20,725</u>	<u>462,341</u>	<u>558,664</u>

### 4. INCOME FROM OTHER FUNDRAISING ACTIVITIES

This comprises income arising from fundraising events, sponsorships and other miscellaneous fundraising activities.

### 5. INVESTMENT INCOME

	2014 £	2013 £
Bank and Building Society interest	9,914	17,495
Dividends	<u>6,939</u>	<u>7,120</u>
	<u>16,853</u>	<u>24,615</u>

### 6. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Fund £	Restricted Fund £	2014 Total £	2013 Total £
Newark & Sherwood NHS				
Clinical Commissioning Group grant	313,710	-	313,710	-
Nottinghamshire County Primary Care Trust grant	-	-	-	217,939
Macmillan Cancer Support grant	-	-	-	26,334
	<u>313,710</u>	<u>-</u>	<u>313,710</u>	<u>244,273</u>

**BEAUMOND HOUSE COMMUNITY HOSPICE**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2014**

**7. COSTS OF GENERATING VOLUNTARY INCOME**

	2014	2013
	£	£
Fundraising establishment costs	940	1,584
Fundraising costs	3,567	3,748
Payroll (fundraising staff)	8,355	8,201
Telephone	626	391
Postage and stationery	685	994
Repairs	414	191
Cleaning	38	68
Bank charges	68	65
	<u>14,693</u>	<u>15,242</u>

**8. COSTS OF GENERATING SHOP INCOME**

	2014	2013
	£	£
Shop establishment costs	12,228	12,153
Payroll (shop staff)	23,622	23,174
Shop repairs	1,849	1,992
Telephone	360	441
Postage and stationery	94	178
Cleaning	721	784
Sundry expenses	760	1,002
	<u>39,634</u>	<u>39,724</u>

**9. COSTS OF OTHER FUNDRAISING ACTIVITIES**

	2014	2013
	£	£
Fundraising establishment costs	3,760	6,337
Fundraising costs	35,268	35,484
Payroll (fundraising staff)	33,419	32,802
Telephone	2,502	1,565
Postage and stationery	2,740	3,976
Repairs	1,657	764
Cleaning	151	270
Bank charges	273	260
	<u>79,770</u>	<u>81,458</u>

**10. CHARITABLE ACTIVITIES**

	Unrestricted Fund £	Restricted Funds £	2014 Total £	2013 Total £
Payroll (care staff)	567,460	-	567,460	505,560
Payroll (resource & information)	31,446	-	31,446	32,313
Cleaning	7,822	-	7,822	6,089
Training	4,925	325	5,250	4,183
Repairs	40,033	2,518	42,551	38,716
Sundry expenses	17,395	984	18,379	23,640
Professional fees	28,227	-	28,227	1,134
Investment charges	1,575	-	1,575	3,362
Establishment costs	36,098	-	36,098	31,138
Freehold property depreciation	20,727	3,703	24,430	24,376
Fixtures and fittings depreciation	26,989	-	26,989	18,557
Medical equipment depreciation	5,925	-	5,925	6,788
Loss on disposals	-	-	-	256
Travel expenses	5,441	-	5,441	4,364
Telephone	7,869	-	7,869	5,631
Postage	8,053	-	8,053	9,990
Advertisements	954	-	954	2,132
Bank charges	3,068	-	3,068	2,921
	<u>814,007</u>	<u>7,530</u>	<u>821,537</u>	<u>721,150</u>

**BEAUMOND HOUSE COMMUNITY HOSPICE**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2014**

**11. GOVERNANCE COSTS**

	2014	2013
	£	£
Payroll (admin staff)	112,247	107,930
Audit	3,600	2,520
Accountancy	8,400	10,256
	<u>124,247</u>	<u>120,706</u>

**12. STAFF COSTS**

	2014	2013
	£	£
Wages and salaries	718,555	666,868
Social security costs	48,894	43,112
Pension costs	9,100	-
	<u>776,549</u>	<u>709,980</u>

The average monthly number of employees during the year was as follows:

	2014 Number	2013 Number
Shop and fundraising	6	6
Office and management	8	8
Care assistants and house staff	40	36
	<u>54</u>	<u>50</u>

The directors were not paid or reimbursed for expenses during the year.

In addition, approximately 190 unpaid volunteers have helped the Charity during the year.

No employee received £60,000 p.a. or over.

**13. OPERATING SURPLUS AND NET INCOMING RESOURCES**

The operating surplus and net incoming resources are stated after charging:

	2014	2013
	£	£
Depreciation - owned assets	57,344	49,721
Auditors' remuneration	3,600	2,520
Directors' remuneration and other benefits etc	<u>50,000</u>	<u>50,000</u>

**BEAUMOND HOUSE COMMUNITY HOSPICE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2014**

**14. TANGIBLE FIXED ASSETS**

	Freehold land and buildings	Fixtures, fittings and equipment	Medical equipment	Totals
	£	£	£	£
<b>COST:</b>				
At 1st April 2013	1,218,818	215,799	75,690	1,510,307
Additions	2,686	46,393	5,514	54,593
Disposals	-	(1,716)	(1,833)	(3,549)
At 31st March 2014	<u>1,221,504</u>	<u>260,476</u>	<u>79,371</u>	<u>1,561,351</u>
<b>DEPRECIATION:</b>				
At 1st April 2013	55,417	198,513	68,037	321,967
Charge for year	24,430	26,989	5,925	57,344
Eliminated on disposals	-	(1,716)	(1,833)	(3,549)
At 31st March 2014	<u>79,847</u>	<u>223,786</u>	<u>72,129</u>	<u>375,762</u>
<b>NET BOOK VALUE:</b>				
At 31st March 2014	<u>1,141,657</u>	<u>36,690</u>	<u>7,242</u>	<u>1,185,589</u>
At 31st March 2013	<u>1,163,401</u>	<u>17,286</u>	<u>7,653</u>	<u>1,188,340</u>
Designated Funds				1,015,245
Restricted Funds				<u>170,344</u>
				<u>1,185,589</u>

Extensions to the company's freehold premises at 32 London Road, Newark, with a historic cost of £185,156, less accumulated depreciation of £14,812 (£170,344 net) are included within the restricted funds shown on the Statement of Financial Activities.

**15. FIXED ASSET INVESTMENT**

	£
<b>COST:</b>	
At 1st April 2013 and 31st March 2014	<u>2</u>
<b>NET BOOK VALUE:</b>	
At 31st March 2014	<u>2</u>
At 31st March 2013	<u>2</u>
	2014
	£
Unlisted investment	<u>2</u>
	2013
	£
	<u>2</u>

The company's investment at the balance sheet date in the share capital of unlisted companies represents the following:

**Beaumont House Trading Limited**

Nature of business: Dormant

	% holding	2014	2013
		£	£
Class of shares:			
Ordinary shares	100.00		
		2014	2013
		£	£
Aggregate capital and reserves		<u>2</u>	<u>2</u>

**BEAUMOND HOUSE COMMUNITY HOSPICE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MARCH 2014**

**16. STOCKS**

	2014	2013
	£	£
Stocks	<u>6,421</u>	<u>7,912</u>

**17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2014	2013
	£	£
Other debtors	28,019	22,452
Prepayments and accrued income	<u>444,033</u>	<u>302,242</u>
	<u>472,052</u>	<u>324,694</u>

**18. INVESTMENTS**

**Analysis of Investments**

Investments are analysed as follows:

	2014	2013
	£	£
<b>Analysis by type of investment</b>		
Fixed and variable interest funds	347,613	335,406
Cash held within the investment portfolio	<u>3,519</u>	<u>7,781</u>
	<u>351,132</u>	<u>343,187</u>

The historic cost of listed investments held at 31st March 2014 was £319,013 (2013 - £305,391)

	2014	2013
	£	£
<b>Movement in market value of investments</b>		
Market value at 1st April 2013	343,188	312,297
Additions at cost	61,566	119,775
Disposals at market value	(52,525)	(114,334)
(Decrease)/increase in cash held within the investment portfolio	(4,262)	3,774
Net gains on investment assets	<u>3,165</u>	<u>21,675</u>
Market value at 31st March 2014	<u>351,132</u>	<u>343,187</u>

**19. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2014	2013
	£	£
Other creditors	41,757	99,207
Other taxes and social security costs	13,965	13,123
Accruals and deferred income	<u>15,586</u>	<u>37,397</u>
	<u>71,308</u>	<u>149,727</u>

**20. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	General Funds	Designated Funds	Total Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£
Tangible fixed assets	-	1,015,245	1,015,245	170,344	1,185,589
Investments	2	-	2	-	2
Current assets	1,262,826	-	1,262,826	16,059	1,278,885
Current liabilities	<u>(71,308)</u>	<u>-</u>	<u>(71,308)</u>	<u>-</u>	<u>(71,308)</u>
Net assets at 31st March 2014	<u>1,191,520</u>	<u>1,015,245</u>	<u>2,206,765</u>	<u>186,403</u>	<u>2,393,168</u>

# BEAUMOND HOUSE COMMUNITY HOSPICE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2014

### 21. RECONCILIATION OF MOVEMENTS IN FUNDS

	Balance at 1st April 2013 £	Incoming Resources £	Resources Expended £	Transfers £	Net Gains and Losses on Investment Assets £	Balance at 31st March 2014 £
<b>Unrestricted Funds</b>						
<u>General Funds</u>						
Revaluation Fund	30,015	-	-	(4,580)	3,165	28,600
General Funds	<u>1,130,857</u>	<u>1,077,686</u>	<u>(1,018,710)</u>	<u>(26,747)</u>	<u>(166)</u>	<u>1,162,920</u>
	<u>1,160,872</u>	<u>1,077,686</u>	<u>(1,018,710)</u>	<u>(31,327)</u>	<u>2,999</u>	<u>1,191,520</u>
<u>Designated Funds</u>						
Fixed Assets	921,324	-	(44,981)	34,593	-	910,936
Resource Centre Fund	92,969	-	(2,060)	-	-	90,909
System One Fund	-	-	(6,600)	20,000	-	13,400
	<u>1,014,293</u>	<u>-</u>	<u>(53,641)</u>	<u>54,593</u>	<u>-</u>	<u>1,015,245</u>
<b>Total Unrestricted Funds</b>	<b><u>2,175,165</u></b>	<b><u>1,077,686</u></b>	<b><u>(1,072,351)</u></b>	<b><u>23,266</u></b>	<b><u>2,999</u></b>	<b><u>2,206,765</u></b>
<b>Restricted Funds</b>						
Carer's "Time out" days Fund	4,912	-	-	-	-	4,912
<u>Equipment</u>						
Balderton Primary Care Centre - System One	-	20,000	-	(20,000)	-	-
Ringrose Law - Computer	-	1,000	-	(1,000)	-	-
Computer Accessories and repairs	633	-	(86)	-	-	547
RWE Npower	272	-	-	-	-	272
Freehold Premises Fund	174,047	-	(3,702)	-	-	170,345
The Sir Stuart Goodwin Trust	9,093	-	-	(2,266)	-	6,827
Network Rail	2,500	-	-	-	-	2,500
<u>Patient's days out and Activities</u>						
Charles Littlewood Trust	598	-	(598)	-	-	-
Redecoration Fund	1,606	913	(2,519)	-	-	-
Nottinghamshire CC	-	300	(300)	-	-	-
<u>Training</u>						
Nottinghamshire Fire Authority	-	325	(325)	-	-	-
Sir John Eastwood Foundation	<u>1,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
<b>Total Restricted Funds</b>	<b><u>194,661</u></b>	<b><u>22,538</u></b>	<b><u>(7,530)</u></b>	<b><u>(23,266)</u></b>	<b><u>-</u></b>	<b><u>186,403</u></b>
<b>Total Funds</b>	<b><u>2,369,826</u></b>	<b><u>1,100,224</u></b>	<b><u>(1,079,881)</u></b>	<b><u>-</u></b>	<b><u>2,999</u></b>	<b><u>2,393,168</u></b>

Name of Fund	Description, nature and purposes of the fund
<b>Unrestricted Funds</b>	
Fixed Assets	The designated fund for fixed assets is that part of unrestricted funds representing fixed assets which cannot reasonably be expected to be realised in the short term.
Resource Centre Fund	Represents a capital grant from the Department of Health for Improving Hospice Environments. The balance is reducing as the Freehold building and fixtures, fittings and equipment depreciate.
System One Fund	Represents a capital grant from Balderton Primary Care Centre. The balance is reducing as fixtures and fittings depreciate.

## BEAUMOND HOUSE COMMUNITY HOSPICE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2014

#### 21. RECONCILIATION OF MOVEMENTS IN FUNDS (Continued)

##### **Restricted Funds**

Carer's "Time out" days Fund	The fund is only available towards the costs of expanding carer's "time out" days.
Computer Accessories	To fund the acquisition of computer accessories.
Equipment	To fund the acquisition of equipment.
Freehold Premises Fund	The Freehold Premises Fund represents funds raised by an appeal to the local community in respect of an extension to the company's freehold premises at 32 London Road.
The Sir Stuart Goodwin Trust	To provide facilities to directly benefit patient care.
Information Support Specialist	To fund information support.
Patient's days out and Activities	A Fund established to assist with patient's days out and other activities.
Redecoration Fund	This fund is available for the redecoration of bedrooms.
Training	To fund staff and volunteers training.

##### **Explanation of material transfers between funds**

##### **Unrestricted Funds**

##### **General Funds**

Transfers to Designated Funds include £54,593 relating to the cost of additions less disposals of tangible fixed assets.

##### **Restricted Funds**

The transfer out of Restricted Funds of £23,266 is the release of monies received which have been spent on the fixed asset for which the grants were given.

#### 22. OBLIGATIONS UNDER LEASING AGREEMENTS

The following payments are committed to be paid by the company within one year:

	Land and buildings Operating leases	
	2014	2013
	£	£
Expiring:		
Within one year	1,620	-
Between one and five years	<u>1,720</u>	<u>3,340</u>
	<u>3,340</u>	<u>3,340</u>

#### 23. PENSION FUND CONTRIBUTIONS

The amount of pension contributions deducted from staff but not paid to the pension providers at 31st March 2014 was nil (2013 - nil)

#### 24. CONTINGENT LIABILITIES

There were no contingent liabilities at 31st March 2014 (2013 - nil).

**BEAUMOND HOUSE COMMUNITY HOSPICE**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2014**

**25. TRANSACTIONS WITH DIRECTORS**

During the year the Charity acquired professional services and goods totalling £18,498 (2013 - £8,928) from Duncan & Toplis, a business in which Mr I Phillips is a partner.

During the year the Charity bought services to the value of £9,333 (2013 £17,770) from Datcom LLP, an entity in which Mr I Phillips is a director.

During the year the Charity bought services to the value of £2,152 (2013 - £3,416) from Newark Advertiser Limited, a company in which Miss J M Parlby is a director.

During the year the Charity bought services to the value of £1,990 (2013 - £86) from AND Partnership Limited, a company in which Mr D A Tomkinson is a director.

During the year the Charity bought services to the value of £10,740 (2013 - £nil) from Andrew & Co. LLP Solicitors, an entity in which Mr P J Armitage is a partner.

**26. MATERIAL LEGACIES**

Legacy income is only included in incoming resources where the legacy has been received or both the receipt and the amount is known with sufficient certainty. At 31st March 2014, the Charity had been notified of 2 legacies (2013 – 2) that have not been included in incoming resources as uncertainties exist over the measurement of the Charity's entitlement.