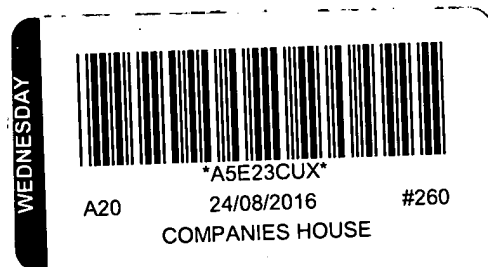




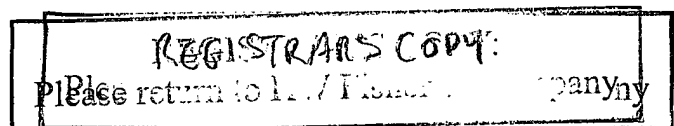
# Alexander Devine Children's Cancer Trust

Report and Accounts for the  
year ended 31st March 2016.



Company No. 5757493

Registered Charity No. 1118947



**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

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**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**  
5757493 (England and Wales)

**Registered Charity number**  
1118947

**Registered office**  
122 Tinkers Lane  
Windsor  
Berkshire  
SL4 4LP

**Trustees**  
Mr John Devine MBA BA (Hons) CMgr MCMI Co-Founder (Chairman)  
Mrs Fiona Devine Co-Founder (Secretary)  
Mrs Deborah Louise Tonkinson  
Mrs Ellen Quaid (resigned 31<sup>st</sup> March 2016)  
Mrs Helen Johnson  
Dr Andrew Boon BSC MD FRCP DCH

Trustees are also Directors of the company and members of the Council of Management

**Patrons**  
The Prime Minister Rt Hon Theresa May MP  
Sir Michael Parkinson CBE  
Dr Sanjiv Mata  
Mr Nick Parkinson  
Dr Peter Sebire  
Air Marshall Sir Ian Macfadyen CB OBE

**Senior Team**  
Mrs Fiona Devine - CEO  
Mrs Helen Bennett - Director of Nursing  
Mr Andrew Rice – Finance Manager

**Office**  
Unit 15  
Grove Business Park  
Waltham Road  
White Waltham  
Maidenhead  
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SL6 3LW

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0845 055 8276

**Email**  
fundraising@alexanderdevine.org

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

**Reference and Administrative Details (continued)**

**Web address**

[www.alexanderdevine.org](http://www.alexanderdevine.org)

**Auditors**

HW Fisher & Company  
Chartered Accountants  
Acre House  
11-15 William Road  
London NW1 3ER

**Bankers**

HSBC Bank Plc  
25 High Street  
Windsor  
Berkshire SL4 1LN

Barclays Bank Plc  
29-30 High Street  
Windsor  
Berkshire  
SL4 1PG

**CAF**

Scottish Widows Bank  
67 Morrison Street  
Edinburgh  
EH3 8YJ

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

## **REPORT OF THE TRUSTEES**

The trustees who are also directors and members of the Council of Management of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in 2015.

### **GOVERNING DOCUMENT**

Alexander Devine Children's Cancer Trust is a charitable company limited by guarantee, incorporated on 27<sup>th</sup> March 2006 and registered as a charity on 25<sup>th</sup> April 2007. The company was established under a Memorandum of Association which sets out the objects and powers of the charitable company and is governed under its Articles of Association. The Articles were last updated on 18<sup>th</sup> July 2013. A comprehensive review of the Memorandum and Articles is currently in progress. The charity operates as Alexander Devine Children's Hospice Service.

All members of the Council of Management apart from Mrs Fiona Devine, give their time voluntarily and received no benefits from the charity. Mrs Devine works full time for the charity and received permission from the Charity Commission to be paid for this work. Her costs of employment and all expenses claimed by trustees in the execution of their duties are reported in note 8 to the accounts. There is an induction process in place for new trustees and ongoing training is available as applicable.

### **RESPONSIBILITIES OF THE COUNCIL OF MANAGEMENT**

The Directors are responsible for preparing the Report of the Trustees 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 that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

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

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

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

## **Report of the Trustees (continued)**

### **RISK MANAGEMENT**

The trustees regularly consider risk at their bi monthly meetings and are satisfied that systems in place to mitigate the impact of key risks are being observed. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff and volunteers. The charity raises money from a wide variety of bodies ensuring that a problem with one of these would not significantly impact on the overall income of the charity. Given the amounts already pledged and already raised along with the success in raising funds over the past few years the trustees consider the risk that the hospice build will not be completed to be small. Similarly given the phased plans to open the building and funds already raised and promised along with the success of other hospices in raising the necessary funds the trustees believe that the charity will be able to sustain and expand the service it provides.

### **RESERVES**

In view of the raised level of activity the trustees have decided to increase free reserves above the level set in the previous year by £587,157. Total free reserves of £1,169,614 should meet the working capital requirements for between nine and twelve months and, along with the designated reserves, enable the charity pay for the building work as it becomes due as well as continuing its activities in the event of a significant drop in funding. The Trustees agreed to not to transfer any more money to designated reserves in view of the progress on the build. The Trustees felt that this was managing risk and a sensible and sustainable approach.

### **FINANCIAL REVIEW**

Incoming resources for the year were £2,386,259 (2015: £1,831,473), showing an increase of 30% on the previous year. Total resources expended before the cost of charitable expenditure were £242,951 (2015: £337,947). The resulting net incoming resources of £1,831,473 (2015: £1,230,003) represents an increase of 49% over the previous year. The increase in income has been generated by a major fundraising campaign with individual, corporate and particularly trust income, all showing large improvements.

Overall expenditure has dropped with a reduction in the support areas and savings in fundraising more than offsetting a 25% increase in care costs as the expansion in the care team is consolidated. The decrease in expenditure has been mostly caused by a reduction in rents and utilities caused by the move in premises offset by an increase in staffing to strengthen the care team. Support costs have again been separated out and allocated between charitable activities and activities to raise funds on the basis of staff directly employed in these areas. The total fund now exceeds £6.1 million having started from nothing in 2006.

### **PUBLIC BENEFIT**

The trustees considered the guidance offered by the Charity Commission on public benefit and have developed strategic plans to ensure their objectives, the provision of care and support to children with life limiting and life threatening conditions and their families, fall under the purposes defined by section 17 of the Charities Act 2011.

### **HISTORY**

John and Fiona Devine set up the charity after identifying the need for a dedicated local children's palliative care service within Berkshire and the surrounding area. Their experience and that of others has been one of the driving factors in making this a reality, with all credit to their amazing son Alexander. The lack of provision for quality respite, symptom control, end of life care and family support is something that is lacking in the County of Berkshire forcing families to travel long distances out of County to access help elsewhere. The need for a local provision has been well identified by families and health care professionals.

### **STRUCTURE**

The day to day operations, strategic management and events are managed by Fiona Devine with additional strategic input from John Devine with the support of the trustees: both have previous management experience and are suitably qualified. By the end of the year the charity employed thirteen permanent members of staff with six of these directly involved in the provision of care. The care team increased by one in April 2016. As well as the staff employed directly by the charity, an Alexander's nurse employed by the NHS is also funded by the charity. Performance is overseen by the Board of Trustees receiving regular briefings from the management and timely financial reports.

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

## **Report of the Trustees (continued)**

### **AIMS AND OBJECTIVES**

The aims of Alexander Devine are to build a children's Hospice in the County of Berkshire and support life limited and life threatened children and their families within their own homes through Alexander's nurses whether in Berkshire or the surrounding areas. Our ethos is "The child is central to all that we do."

### **ACHIEVEMENTS**

#### **BUILD**

Six acres of land in the Maidenhead area was gifted to the charity in 2012. The site is ideal for the needs of the children and their families with excellent motorway links between East and West Berkshire and South Bucks. Following full planning permission and an extensive campaign to raise the funds needed, the focus during the year turned to the actual build. The contractor was been appointed after a thorough tender process and started work on site in September 2015 and the build is now well underway with the shell being nearly complete by the end of March 2016 and with final completion expected before the end of 2016. It is already clear that the design team has done a good job and that the finished property will be ideal for its purpose.

#### **SERVICE**

Alexander's nurses continue to provide quality regular respite, end of life care and bereavement support to many families in Berkshire and surrounding counties. Our ongoing work continues to recognise the significant gap in regular respite and choice of service for life limited and life threatened children and their families. Our aim has always been to *provide a seamless service that supports frequent year-round care throughout the child's life. We aim to offer accessible, responsive, flexible and frequent care to meet the individual needs of a child and that of their family; care delivered when and wherever they need it.*

Garima: "My Alexander's nurse is such a good listener and so compassionate and excellent at her work. I leave my children with her with peace of mind that they are as safe with her as with me – maybe a little more safe with her due to her excellent medical understanding. What more can I say about her, we are so lucky to have her around."

Rachel: "My daughter gets so much out of her Alexander's Nurse and so do my children. She is not just for the child but for the whole family and that is much needed. Without people like my Alexander's Nurse life would be so much harder, because she takes on the medical side with my daughter and the fun time with the others so nobody gets left out."

The team led by the Director of Care and assisted by the Quality and Governance lead is registered with CQC and operates under their quality standards. By the end of the period the team had expanded and directly employed two nurses, a play specialist and carer in addition to the NHS employed Alexander nurse that the charity funds working from the Royal Berkshire Hospital. We also contract with the Royal Berkshire Hospital for the assistance of a paediatrician for two hours of medical support a week. In the past we have also funded another nurse working from Heatherwood and Wexham Park hospital. When this nurse left, the hospital, which has now been restructured becoming part of the Frimley Health trust, decided not to employ a replacement immediately due to the changes involved in the restructure. However, we maintain formal links through Honorary contracts for our Alexander nurses and we hope they will agree to employ someone in due course.

Our approach of joint working to provide the best benefits to the children is evident in our unique working relationship with the NHS is something that we are very proud of and value, we believe it to be key in providing continuity of care *for the very special children and families we support.*

Our community service, which started in November 2013, contributed 2,261 (2015 1,443) hours of respite and emergency respite care and 334 (2015 103) hours of end of life and bereavement care to families that have been referred to the charity. In addition the service provided 180 (2015 15) hours of play work, and another 552 (2015 653) hours of additional support giving a total of 3,327 (2015 2,214) hours of care. The team supported in the region of 85 (2015 50) families during the year.

The growing number of referrals indicates the level of need and the required expansion required to fully meet the need of the 600 children with life limiting conditions in Berkshire.

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

**Report of the Trustees (continued)**

**PLANS FOR THE FUTURE**

Whilst we appreciate the £65,000 grant that we receive from NHS England this is the only taxpayers support that we receive and we believe that no increase in government funding will be available. As the charity continues to grow and services expand to include staffing the hospice it is certain that running costs will increase; the Board are committed to ensuring that costs are closely controlled and kept to a minimum and cash flow projections have been completed up to 2020. The development of a resilient community fundraising programme throughout Berkshire has established a strong income stream. In line with the strategic plan the Fundraising team are actively seeking opportunities to develop other income streams and to ensure that our service is sustainable in the long term.

It is recognised by the Trustees that further income streams need to be utilised and explored and once the building is complete that the switch from capital funding to revenue funding will need to be achieved to ensure the long term maximisation of the service. It is planned to open the hospice in stages starting with day care and soon after opening the first two beds, with the other beds being opened in due course.

In addition it is planned to further expand the community care team to enable the charity to increase the number of children and families that it is able to support.

Therefore the growth of the fundraising team will also be a priority.

Our thanks to: -

**PATRONS**

The Prime Minister Rt Hon Theresa May MP  
Sir Michael Parkinson CBE  
Dr Sanjiv Mata  
Mr Nick Parkinson  
Dr Peter Sebire  
Air Marshal Sir Ian Macfayden CB OBE

**SPONSORS**

To all our corporate sponsors for their faith and on-going support.

**KEY MANAGEMENT PAY**

The pay of key management personnel is set by the trustees on the recommendation of the Chief Executive after the posts have been benchmarked against similar posts in other charities.

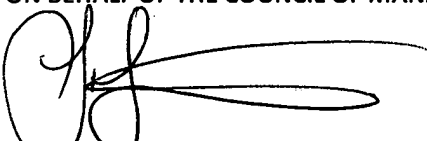
**VOLUNTEERS**

We have in excess of 100 volunteers who give of their time and endless enthusiasm for the charity. We would like to thank them sincerely for their help.

**AUDITORS**

HW Fisher & Company have been appointed for another year,

**ON BEHALF OF THE COUNCIL OF MANAGEMENT**



John Devine, Chairman  
28/07/2016



**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

## **REPORT OF THE INDEPENDENT AUDITORS**

We have audited the accounts of Alexander Devine Children's Cancer Trust for the year ended 31 March 2016 set out on pages 11 to 20. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 auditors' 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 its 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 on page 5, the trustees, who are also the directors of the charitable company for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts 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 Ethical Standards for Auditors.

### **SCOPE OF THE AUDIT OF THE ACCOUNTS**

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or 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 accounts.

In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **OPINION ON ACCOUNTS**

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016, 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion the information given in the Trustees' Report for the financial year for which the accounts are prepared is consistent with the accounts.

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

**Report of the Independent Auditors (Continued)**

**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 accounts 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.

Julian Challis (Senior Statutory Auditor)

for and on behalf of H W Fisher & Company Chartered Accountants and Registered Auditors  
Acre House, 11-15 William Road, London, NW1 3ER, United Kingdom

23/8/ 2016

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

**STATEMENT OF FINANCIAL ACTIVITIES**

	Notes	Unrestricted funds £	Restricted funds £	Endowment Funds £	2016 Total Funds £	2015 Total funds £
<b>INCOME from:</b>						
Donations and legacies	2	940,979	1,339,644	-	2,280,623	1,668,077
Other trading activities	3	81,188	8,478	-	89,666	153,358
Investment		15,970	-	-	15,970	10,038
<b>Total income</b>		<b>1,038,137</b>	<b>1,348,122</b>	<b>-</b>	<b>2,386,259</b>	<b>1,831,473</b>
<b>EXPENDITURE on</b>						
Raising funds	4	242,951	-	-	242,951	337,947
Charitable activities	5	208,029	103,806	-	311,835	263,523
<b>Total expenditure</b>		<b>450,980</b>	<b>103,806</b>	<b>-</b>	<b>554,786</b>	<b>601,470</b>
<b>NET INCOME BEFORE TRANSFERS</b>		<b>587,157</b>	<b>1,244,316</b>	<b>-</b>	<b>1,831,473</b>	<b>1,230,003</b>
Transfers		-	(1,900,586)	1,900,586	-	-
Net movement in funds		587,157	(656,270)	1,900,586	1,831,473	1,230,003
<b>RECONCILIATION OF FUNDS</b>						
Total funds brought forward		2,356,769	1,117,939	840,608	4,315,316	3,085,313
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>2,943,926</b>	<b>461,669</b>	<b>2,741,194</b>	<b>6,146,789</b>	<b>4,315,316</b>

Notes 1 to 16 form part of these financial statements

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

*Company No. 5757493*

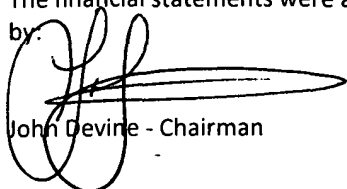
**BALANCE SHEET**

		2016	2015
	Notes	£	£
<b>FIXED ASSETS</b>			
Tangible assets	10	2,750,792	854,604
<b>CURRENT ASSETS</b>			
Stocks	11	2,556	2,795
Debtors: amounts falling due within one year	12	24,504	7,447
Cash at bank and in hand		23,449	54,391
Cash on deposit		<u>3,682,616</u>	<u>3,513,936</u>
		3,733,125	3,578,569
<b>CREDITORS</b>			
Amounts falling due within one year	13	(337,128)	(117,857)
<b>NET CURRENT ASSETS</b>		<u>3,395,997</u>	<u>3,460,712</u>
<b>NET ASSETS</b>		<u>6,146,789</u>	<u>4,315,316</u>
<b>FUNDS</b>	15		
<b>Unrestricted funds:</b>			
Reserves		1,169,614	582,457
Designated		1,774,312	1,774,312
<b>Restricted funds:</b>			
Restricted fund		461,669	1,117,939
<b>Endowment funds</b>		<u>2,741,194</u>	<u>840,608</u>
<b>TOTAL FUNDS</b>		<u>6,146,789</u>	<u>4,315,316</u>

Notes 1 to 16 form part of these financial statements.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Council of Management on 28<sup>th</sup> July 2016 and were signed on its behalf by:

  
 John Devine - Chairman

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **1. ACCOUNTING POLICIES**

#### **ACCOUNTING CONVENTION**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April, 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

#### **INCOME**

- Donations and legacies are recognised as income when receivable, except insofar as they are incapable of financial measurement.
- Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable or any requirement imposed on the grant is fulfilled.
- Investment income is recognised on a receivable basis,

#### **EXPENDITURE**

- Costs of raising funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds and an apportionment of support costs.
- Costs of charitable activities comprise all expenditure identified as wholly or mainly attributable to achieving the objectives of the charity. These costs include staff costs, wholly or mainly attributable support costs and an apportionment of support costs.

#### **TANGIBLE FIXED ASSETS**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life. Items costing over £1,000 are capitalised.

Office equipment - 20% on cost  
Computer equipment – 25% on cost

Land and building in progress is not depreciated.

#### **STOCKS**

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

#### **DEBTORS**

Debtors include amounts owed to the charity for the provision of goods and services as well as amounts paid in advance for goods and services it will receive.

#### **CASH AT BANK AND IN HAND**

Cash at bank and in hand is held to meet short term commitments as they fall due rather than for investment purposes.

#### **CASH ON DEPOSIT**

Cash on deposit represents monies held on a short term basis in excess of immediate requirements which are invested to produce investment income.

#### **CREDITORS**

Creditors include amounts due for goods and services provided to the charity and income received in advance. Creditors also include a technical overdraft which represents the bank balance less outstanding cheques which will be met from cash on deposit when presented..

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

**Notes to the Financial Statements (Continued)**

**1. ACCOUNTING POLICIES (continued)**

**TAXATION**

The charity is exempt from corporation tax on its charitable activities.

**FUND ACCOUNTING**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

Designated funds comprise funds which have been set aside at the discretion of the charity for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

Further explanation of the nature and purpose of each fund is included in note 16 to the financial statements.

**SUPPORT COSTS**

Support costs are split between charitable activities and the cost of raising funds on the basis of the number of staff employed in each activity..

**2. INCOME FROM DONATIONS & LEGACIES**

	2016 £	2015 £
Individual donations	177,376	91,620
Collections	25,965	28,933
Community	191,560	229,946
Benefits in kind	-	27,839
Matching	30,371	19,412
Gift aid	54,443	26,697
Corporate donations	425,888	286,354
Trust & Foundations	1,101,675	735,999
In memory	18,585	18,346
Legacies	80,000	52,782
Sponsored events	109,751	85,141
Department of Health Grant	65,009	65,008
	<u>2,280,623</u>	<u>1,668,077</u>

£1,339,644 (£944,227) of the total income from donations & legacies of £2,280,623 (2015 £1,668,077) was restricted.

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

## Notes to the Financial Statements (Continued)

### 3. INCOME FROM OTHER TRADING ACTIVITIES

	2016 £	2015 £
Fundraising events	51,114	120,568
Volunteer events	26,654	21,205
Lottery proceeds	7,858	7,971
Recycling	147	170
Sale of merchandise	3,654	3,444
Recharge of costs	239	-
	<u>89,666</u>	<u>153,358</u>

£8,478 (2015 £nil) of the total income from other trading activities of £89,666 (2015 £153,358) was restricted.

### 4. EXPENDITURE ON RAISING FUNDS

	2016 £	2015 £
Staff and recruitment cost	132,815	147,391
Consultancy and other costs	8,181	16,714
Lottery promotion	20	20
Lottery prizes	3,995	4,305
Fundraising events	11,238	31,608
Cost of merchandise sold	2,374	2,197
Cost of sponsored events	9,084	8,822
Share of support costs	75,244	126,890
	<u>242,951</u>	<u>337,947</u>

### 5. CHARITABLE ACTIVITIES COSTS

	2016 £	2015 £
Staff and recruitment costs	174,698	121,754
Other direct costs	2,635	6,665
Payments to NHS for external nursing costs	28,769	36,458
Payments to NHS for paediatrician support	4,335	3,387
Patients Christmas party	7,947	9,141
CQC subscription	1,486	1,525
Share of support costs	91,965	84,593
	<u>311,835</u>	<u>263,523</u>

£103,806 (£222,704) of the total charitable expenditure of £311,835 (2015 £263,523) was restricted. The Charity supports the cost of a palliative care nurse based at The Royal Berkshire NHS Trust Hospitals and also at the end of March 2016 employed a Director of Nursing, nurses, a play specialist and a carer directly.

**Alexander Devine Children's Cancer Trust**  
**Report and accounts for the year ended 31st March 2016**

**Notes to the Financial Statements (Continued)**

**6. SUPPORT COSTS**

	2016 £	2015 £
Staff and recruitment costs	127,168	107,867
Office rent & utilities	3,570	62,508
Telephone, insurance, printing & other office costs	24,515	28,492
Travel costs	767	226
Consultancy	380	725
Bank and collection charges	1,087	1,051
Audit fee	3,973	4,450
Trustee expenses	60	556
Depreciation	5,690	5,608
	<u>167,210</u>	<u>211,483</u>

Support costs are split between charitable activities and cost of raising funds on the basis of the number of staff employed in each activity.

**7. NET INCOME**

Net income is stated after charging:

	2016 £	2015 £
Depreciation – owned assets	5,690	5,608
Auditors remuneration	3,973	4,450
	<u>9,663</u>	<u>10,058</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

Apart from as set out below there were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015. Trustees' expenses paid for the year ended 31 March 2016 were £60 (2015: £556) paid to one Trustee in reimbursement of fees paid to book places at events.

The Charity Commission has given approval for the employment of Mrs Fiona Devine as CEO. Her total remuneration for the year to 31<sup>st</sup> March 2016 amounted to £64,850 (2015 £47,699). Employer National insurance costs on this amounted to £7,830 (2015: £5,484).

There are no other related party transactions other than those disclosed above.



## Notes to the Financial Statements (Continued)

	2016	2015
	£	£
Wages and salaries - charitable activities	148,005	102,506
fundraising and administrative activities	<u>234,474</u>	<u>233,070</u>
Total wages and salaries	382,479	335,576
Employer National Insurance	34,427	30,142
Travel	9,155	4,853
Trustee & Staff Training	988	2,322
Pension costs	2,525	783
Recruitment fees	<u>5,107</u>	<u>3,336</u>
	434,681	377,012

No employees earned more than £60,000 per annum apart from Mrs Devine as above.

	Land and Buildings £	Office equipment £	Computer equipment £	Totals £
<b>COST</b>				
At 1 April 2015	840,608	10,875	19,977	871,460
Additions	<u>1,900,586</u>	<u>188</u>	<u>1,104</u>	<u>1,901,878</u>
<b>At 31 March 2016</b>	<b><u>2,741,194</u></b>	<b><u>11,063</u></b>	<b><u>21,081</u></b>	<b><u>2,773,338</u></b>
<b>DEPRECIATION</b>				
At 1 April 2015	-	4,657	12,199	16,856
Charge for year	<u>-</u>	<u>2,018</u>	<u>3,672</u>	<u>5,690</u>
<b>At 31 March 2016</b>	<b><u>-</u></b>	<b><u>6,675</u></b>	<b><u>15,871</u></b>	<b><u>22,546</u></b>
<b>NET BOOK VALUE</b>				
<b>At 31 March 2016</b>	<b><u>2,741,194</u></b>	<b><u>4,388</u></b>	<b><u>5,210</u></b>	<b><u>2,750,792</u></b>
At 31 March 2015	840,608	6,218	7,778	854,604

	2016	2015
	£	£
Stocks	2,556	2,795

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**Notes to the Financial Statements (Continued)**

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

	2016	2015
	£	£
Prepayments	10,789	5,262
Floats	50	-
Gift aid outstanding	4,093	1,685
VAT due from HMRC	7,122	-
Interest receivable	2,450	500
	<u>24,504</u>	<u>7,447</u>

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

	2016	2015
	£	£
Social security and other taxes	8,799	10,558
Lottery membership payments in advance	3,885	3,704
Income received in advance	760	1,175
Accruals	39,888	102,420
Technical overdraft	283,796	-
	<u>337,128</u>	<u>117,857</u>

**14. COMMITMENTS UNDER OPERATING LEASES**

At 31<sup>st</sup> March 2016 the charity had annual commitments under non-cancellable operating leases as follows:

	2016	2015
	£	£
Expiry date		
Between two and five years	12,397	12,397
	<u>12,397</u>	<u>12,397</u>

**15. CAPITAL COMMITMENTS**

The Trustees of the charity have signed a contract with a contractor to construct a hospice on the land previously donated. The contract total is £5,607,000. During the year payments on account amounting to £1,750,972 have been made leaving £3,856,028 as

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contracted expenditure at 31<sup>st</sup> March 2016.

**Notes to the Financial Statements (continued)**

**16. MOVEMENT IN FUNDS**

	At 01.04.15	Net movement in funds	At 31.03.16
	£	£	£
<b>Unrestricted funds</b>			
Designated	1,774,312	-	1,774,312
Free reserves	582,457	587,157	1,169,614
<b>Restricted funds</b>			
Restricted	1,117,939	(656,270)	461,669
Endowment Fund	840,608	1,900,586	2,741,194
<b>TOTAL FUNDS</b>	<u>4,315,316</u>	<u>1,831,473</u>	<u>6,146,789</u>

The endowment fund represents the value of land donated on 28<sup>th</sup> March 2012 plus amounts spent on the building, There is a covenant in the transfer agreement that the land may only be used for a hospice, hospital or nursing home and a change of use could not be attempted without the approval of the donors or their successors.

Designated funds have been set aside by the trustees for the construction and furnishing of the children's hospice.

**FUND BALANCES AT 31<sup>ST</sup> MARCH 2016**

	Unrestricted funds	Restricted funds	Endowment Funds	Total
	£	£	£	£
Tangible fixed assets	9,598	-	2,741,194	2,750,792
Current assets	3,271,456	461,669	-	3,733,125
Creditors: amounts falling due within one year	(337,128)	-	-	(337,128)
<b>TOTAL FUNDS AS AT 31<sup>ST</sup> MARCH 2016</b>	<u>2,943,926</u>	<u>461,669</u>	<u>2,741,194</u>	<u>6,146,789</u>

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## Notes to the Financial Statements (continued)

### PURPOSE OF RESTRICTED FUNDS

Restricted funds must be used in accordance with specific conditions imposed by donors.

Description	At 01.04.15	Incoming Resources	Resources Expended	Transfers	At 31.03.16
	£	£	£	£	£
Alexander Nursing Team	-	55,783	(1,407)	-	54,376
NHS palliative care funding	-	65,009	(65,009)	-	-
Children in Need – play specialist	13,300	15,232	(28,532)	-	-
Library	-	1,000	(380)	-	620
Touch screen	1,000	-	-	-	1,000
Nurses equipment	2,250	-	-	-	2,250
Tree House	2,890	-	-	-	2,890
Xmas Party	-	8,478	(8,478)	-	-
Syringe & laptop	609	-	-	-	609
Laptops	3,615	-	-	-	3,615
Building Fund	696,151	879,420	-	(1,575,571)	-
Equipment	-	117,204	-	-	117,204
Bikes for disabled	1,120	-	-	-	1,120
Uniforms	1,345	-	-	-	1,345
Garden	100,000	-	-	-	100,000
Multi sensory equipment	1,689	65,996	-	-	67,685
Creative learning zone	150,000	-	-	(105,015)	44,985
Treatment and therapy room	10,370	-	-	-	10,370
Hydrotherapy zone	100,000	120,000	-	(220,000)	-
Hydrotherapy hoists	3,000	-	-	-	3,000
Sluice rooms	20,000	20,000	-	-	40,000
Dining stools	300	-	-	-	300
Music/CDs/equipment	300	-	-	-	300
Hydrotherapy sensory equipment	10,000	-	-	-	10,000
	<b>1,117,939</b>	<b>1,348,122</b>	<b>(103,806)</b>	<b>(1,900,586)</b>	<b>461,669</b>

The Alexander Nursing team fund arose from a number of donations that were restricted to the care team and is being spent on providing direct care and support to life limited children and their families.

NHS palliative care funding is a Section 64 grant from the Department of Health specifically for the cost of palliative care in the community.

Children in Need have kindly awarded the charity funding for a play specialist.

The Xmas party is an event at which life limited children and their families can get together and enjoy Christmas. A number of kind donations mean that the charity did not have to charge for attendance.

The Building fund has been set up to raise money for building a hospice. Donations to this fund are set against general expenditure on the building. Other donations have been received for specific parts of the project. The garden, tree house, creative learning zone and treatment, hydrotherapy zone, sluice rooms and therapy room lines are all examples of donations received for this.

A number of other donations have been received for specific items for the hospice. This includes the touch screen, syringe and laptop, bikes, uniforms, hoists, hydrotherapy and multisensory equipment. Donations have also been received for other laptops.

The transfers arose in respect of expenditure on building contractors, fees and equipment which were directly allocated to the balance sheet and not to the income and expenditure account.