

Registered number : 10934348  
Charity number: 1174402

**CYNTHIA SPENCER HOSPICE CHARITY**  
(A company limited by guarantee)  
**REPORT AND CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2018**

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**Cynthia  
Spencer**  
Care, Support, Choice

**CYNTHIA SPENCER HOSPICE CHARITY**  
**FINANCIAL STATEMENTS**  
**PERIOD ENDED 30 SEPTEMBER 2018**

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**CYNTHIA SPENCER HOSPICE CHARITY**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS**

**PERIOD ENDED 30 SEPTEMBER 2018**

<b>Company registration number</b>	10934348
<b>Charity number</b>	1174402
<b>Directors &amp; Trustees</b>	Pam Nock (Chair) Peter Hannon (Vice- Chair) Stephen Potter (Treasurer) Peter Nock Paula Ollive Roger Wood (resigned 25/02/19) Russell Douglass Michelle Myers Danielle Soto Claire Taylor (resigned 19/1/19) Lady Catherine Morton
<b>Registered office</b>	Cynthia Spencer Hospice Charity Office Manfield Health Campus Kettering Road Northampton NN3 6NP
<b>Auditor</b>	Hawsons Chartered Accountants Chartered Accountants & Statutory Auditor Jubilee House 32 Duncan Close Moulton Park Northampton NN3 6WL
<b>Bankers</b>	National Westminster Bank PLC 41 Weston Favell Centre Northampton NN3 8JZ

**CYNTHIA SPENCER HOSPICE CHARITY**  
**THE REPORT OF THE TRUSTEES**  
**PERIOD ENDED 30 SEPTEMBER 2018**

The Trustees are pleased to present their annual report together with the consolidated financial statements of the charity and its subsidiary for the period ended 30 September 2018, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice Applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)(effective 1 January 2015).

**Chair's Report**

You may be wondering why Cynthia Spencer Hospice Charity needs your support? The simple answer is we would not be able to fund and continue to grow the services provided by Cynthia Spencer Hospice without the support and generosity of our local community. In the next 12 months we need to raise £1,241,000, **that's £3,400 per day**, to continue all the services that Cynthia Spencer Hospice currently provides in Northampton and across Northamptonshire and continue to improve.

Many of you will have been touched by the hospice and sadly many of you will be touched by the hospice in the future, either directly or via friends and family. Our objective is to work towards a world where everyone receives the **Care** and **Support** they need and has the opportunity to take control of the end of their life, giving **Choice**.

Sadly at this point **1 in 4 of all people who need hospice care currently do not receive it**. The reason why they do not receive it? We know from Hospice UK research that people with terminal conditions other than cancer access hospice care in fewer numbers and later in their illness, that people from economically deprived areas do not access the system and people who live alone at the end of life also tend to have barriers to accessing expert end of life care.

**What do we plan to do to change this?**

Working with our clinical provider Northamptonshire Healthcare Foundation Trust (NHFT), NHS Nene Clinical Commissioning Group (CCG) and Cransley Hospice Trust our objectives to improve Care, Support and Choice within Palliative Care are:-

- To support the Hospice and associated services in the community by identifying what services are needed (commissioning) and funding the services alongside the two Clinical Commissioning Groups.
- To continue to grow the services to patients by increasing our fundraising. Our strategy includes increasing the range of patients able to access hospice care and, specifically, to develop the care available to patients in their own homes.
- Expand the Day Hospice to become a specialist countywide centre offering Rehabilitation Specialist Care 5 days a week.
- Commission a End of Life education programme for health and social care providers.
- Commission and design an education program to support Specialist Palliative Care services for patients with a non-cancer diagnosis.
- Be part of the Last Years of Life Board, bringing together all sectors of Palliative Care in Northamptonshire.

**Together we can make a difference!**

Finally from everyone who has been cared for by the hospice, all their relatives, our clinical team and fundraising team we say a **MASSIVE thank you!** Without the individuals, groups and corporates who have taken on some wonderful challenges, donated both time and money and arranged some amazing events, we would not be able to provide the care and support to those who need it now and those who may need it in the future.



**Pam Nock**  
Chair of Trustees

Date:- 18 March 2019

**CYNTHIA SPENCER HOSPICE CHARITY**  
**THE REPORT OF THE TRUSTEES (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**Our purposes and activities**

Our aim is to help Cynthia Spencer Hospice provide **care, support** and work towards ensuring that everyone in Northamptonshire has a **choice** at the end of their life.

Cynthia Spencer Hospice Charity supports the care of patients in Cynthia Spencer Hospice and the community who require Specialist Palliative Care. We do this in partnership with the local Clinical Commissioning Groups by commissioning and funding the provision of specialist palliative care to patients. We also support patients in their chosen place of care at the end of life, either in the Hospice or the patients' homes.

The Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the period.

Our clinical objectives and future plans are:-

**Expand the Day Hospice to become a specialist countywide centre offering Rehabilitation Specialist Care 5 days a week.**

Our Day Hospice will become a specialist countywide centre offering Rehabilitative Specialist Care five days a week. The rehabilitative approach is based on setting out goals with the patient to achieve, through rehabilitation, enablement, self-management and self-care.

This approach will deliver programs of care on an individual or group basis over a period of 6 to 12 weeks. The programmes to be offered will help patients in the management of breathlessness, fatigue, pain, lymphoedema, exercise and promotion of independence through the use of aids and adaptations.

The Day Hospice will also provide a "One Stop Shop" for patients with palliative neurological conditions such as Motor Neuron Disease and Parkinson's disease. This will enable patients to have access to all members of the multidisciplinary team when attending the Day Hospice.

Our aim with the Day Hospice service is provide an access route into the Specialist Palliative Care service, for a wider spectrum of life limiting illnesses other than just cancer, at a early stage. Providing the patient, and their family, with the skills to live well with a life limiting illness while providing support to create an Advanced Care Plan that will aid the patient at the end of their life.

**Commission an End of Life education programme for health and social care providers.**

During 2017/18, in conjunction with Cransley Hospice Trust, we provided End of Life training to over 300 GP's. This training provided education on the practical elements of End of Life care, pain relief, but also on how to communicate with patients and families, the services the hospices provide and how and when to refer to the hospice services.

In 2018/19 additional symptom control training will be provided to the GP's and the End of Life training will be extended to Practice Nurses. The aim of the training is to increase the number of referrals into the palliative care service and also to ensure that the referrals are made at the right time. Reducing the number of emergency admissions into acute hospitals and initial referrals in the patient's last days of life.

**Commission and design an education program to support Specialist Palliative Care services for patients with a non-cancer diagnosis.**

The need for Specialist Palliative Care services should be based on the care need and not the type of illness. We will therefore contribute to the provision of education of specialist staff in the care of patient with non-cancer conditions.

**CYNTHIA SPENCER HOSPICE CHARITY**  
**THE REPORT OF THE TRUSTEES (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**Commission a project to provide adequate Psychological and Bereavement Care.**

Our Specialist Palliative care team provide empathy and compassion for patients with psychological needs and are supported by our Chaplaincy service for bereavement support. Currently the team are unable to meet the needs of patients with complex or acute psychological needs. We have commissioned to review the need for complex or acute psychological care and provide the appropriate training and staff.

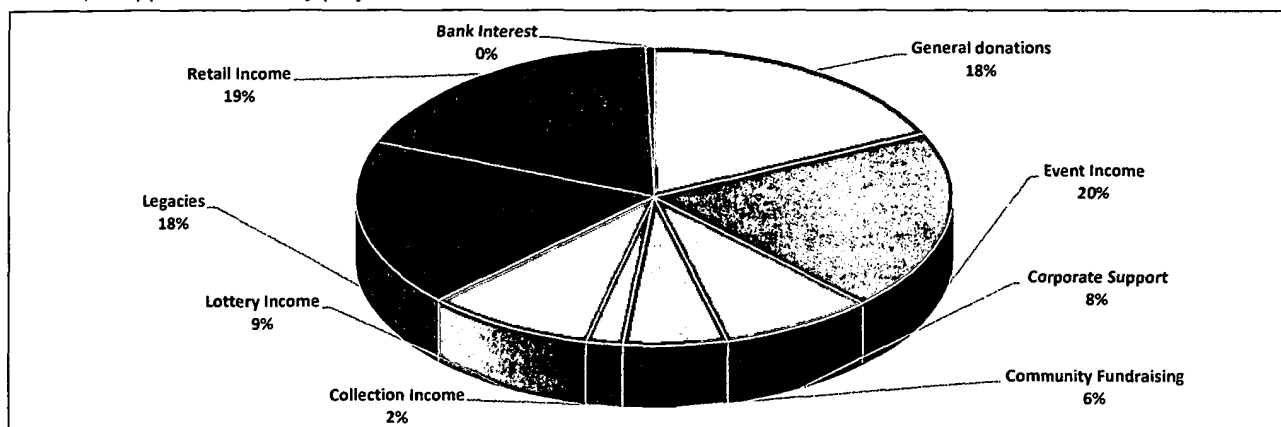
**Work with the hospice team to identify areas of the hospice which require updating or expanding to meet future needs.**

During the financial year we have worked with the clinical team to improve the facilities within the inpatient unit and the Day Hospice. We have funded the redesign of the patient lounge, chapel, ward corridors and the day hospice lounge. This has involved redecoration and new clinical furniture. We are currently working on improving the inpatient wards, the therapy rooms, the relatives room and the woodland walk. All of the improvements have been based on bringing the outside in, or the inside out. The inpatient unit and Day Hospice have been decorated with woodland images and the woodland walk is being expanded to provide access to patients in wheelchairs and confined to their beds.

**Financial Review**

In this financial period our amazing supporters have raised £1,441,699 (2017: £3,258,581 for a 15 month period).

This income has been generated by individual donors, corporates donations, event participators, legacies, challenge takers, shoppers and lottery players.



As a result of the amazing community who have access to and work with the hospice, our **Community Fundraising** team have worked with you to generate income amounting to £79,779.

Our **Corporate** Supporters have rallied together to raise £119,132.

The savvy shoppers in Northamptonshire and the rest of the world due to our Online sales have generated **Retail** income totalling £265,106.

Our fantastic lottery players have helped us generate **Lottery** income of £130,978 and resulted in a £10,000 winner!

**In memory** and **General** Fundraising donations amount to £270,009.

We have been incredibly blessed and received **Legacies** of £259,559. We can't express in words to the families what a difference these legacies make and our thanks go out to the families and executors of those who bequeathed us these extremely generous gifts.

Our **Collections** boxes and street collections supported by the local community and businesses have raised a fantastic £28,719 - proving that every penny really does count!

The **events** we organise continue to generate significant amounts for the charity, Cycle 4 Cynthia £74,046, Colour Run £30,819 and the Tree of Love £23,972. We can't thank you enough for your continued support.

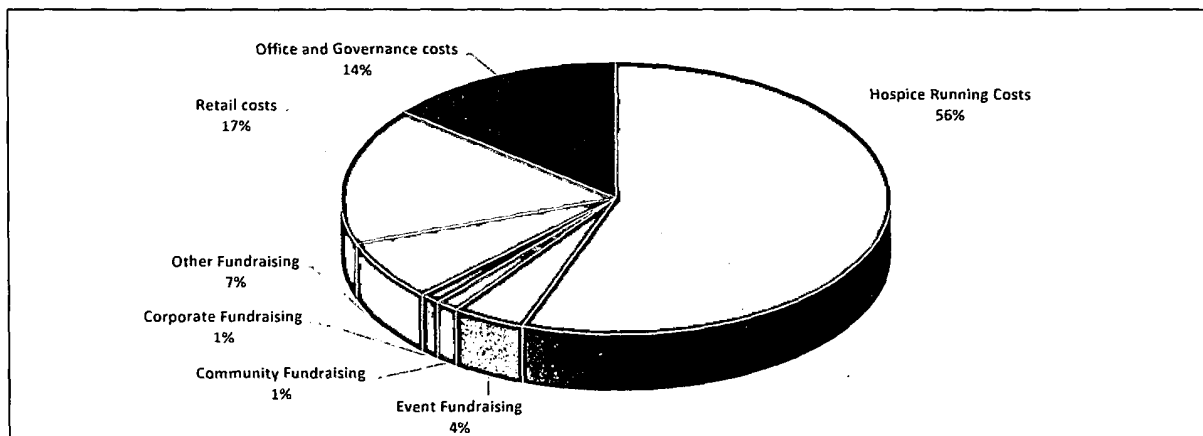
Finally, we are forever amazed by our supporters who take on a personal challenge in memory of a loved one. With challenges including London to Paris Cycle, the London Marathon, 3 Peaks and Skydives generating income of £152,245.

**CYNTHIA SPENCER HOSPICE CHARITY**  
**THE REPORT OF THE TRUSTEES (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**Financial Review (continued)**

**What have we spent the money on**

The chart below shows a breakdown of our expenditure. Our total expenditure for the period is £1,673,457.



During the year we have spent £929,099 on hospice running costs. This includes clinical staff costs for services including the Day Hospice and Hospice at Home, the expansion of the woodland walk and refurbishment of the hospice.

In May 2017 we moved into our new Fundraising and Retail premises in Moulton Park. Prior to this point the charity had received free accommodation at the hospice, funded by the NHS. In 2016 the charity received notification that it would be charged rent for the hospice rooms and following a review of the potential rental costs decided that a move would be financially beneficial. The charity received a £200,000 donation to assist with the initial cost of moving and running costs. To offset the costs of the new building we have opened a shop onsite (planning permission received towards the end of the financial year), set up a successful online sales team (generating £78,551 in sales in it's first full year) and are hiring out our meeting rooms. The building has allowed the charity to build better relationships with Corporate Fundraisers via volunteer days and we hope to see a rise in corporate fundraising as a result of this. The cost of the new building is split between Retail costs and Office and Governance costs. The lease on the building is for 10 years with an option to break at 5 years. We have capitalised all the set up costs in relation to the building and are depreciating them on a 5 year basis - the depreciation charge this year is £44,479.

**Reserves Policy**

In the Trustee's view, the reserves should provide the charity with adequate financial stability and the means for it to meet it's charitable objectives for the foreseeable future.

The Trustees propose to maintain the charity's unrestricted reserves at a level which is at least equivalent to one year's charitable and operational expenditure and have done so having regards to its operational objective and likely funding.

The charity's management committee considers that the general unrestricted reserves (including designated reserves) of £5,427,134 at 30<sup>th</sup> September 2018 are sufficient to sustain its present operations should income generating activities be curtailed over the forthcoming year.

The charity requires £1,910,000 short term reserves to sustain and improve our support of the Hospice over the next 12 months. Our reserves policy states that the Trustees should perform a risk assessment to identify the additional short term reserves we need to keep for unexpected items such as changes in NHS funding. Our assessment as at 30 September 2018 identified additional short term reserves of £1,270,000. In total we require £3,180,000 short term reserves. The balance of the reserves as at 30 September 2018, £2,247,134 will be invested in line with our investment policy to ensure that the charity generates an appropriate return at an acceptable level of risk.

We will continue to monitor our reserves in line with our reserves policy, in conjunction with cash flow forecasts, and expectations to ensure there will be adequate funds available. The Trustees are exploring opportunities for funding further service development, but this will take time to come to fruition and is dependant on the external service provider.

**CYNTHIA SPENCER HOSPICE CHARITY**  
**THE REPORT OF THE TRUSTEES (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**Investment Policy**

In accordance with the charity's constitution, the trustees have the power to invest in such stocks, shares, investments and property as they see fit.

The trustees are mindful of the recommendations of the Charity Commission with regard to the management of investments and have set up a sub group of Trustees to focus on investments. The charity has also developed a formal investment policy and strategy which has been approved by the trustees. No investment is knowingly made directly in tobacco and related products.

**Risk Management**

The charity's management committee has assessed the major risks to which the charity is exposed. The key risks identified are income generation and compliance (Fundraising Standards and Data Protection). The risks are documented and appropriate systems put in place to mitigate the exposure.

**Structure, Governance and Management**

**Governing Document**

Cynthia Spencer Hospice Charity is a charitable company limited by guarantee. The company was incorporated under a Memorandum of Association on 25 August 2017 and is a registered charity, number 1174402. It received charitable status on 29 August 2017. The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability of the members in respect of the guarantee is limited to £1 each.

The charity previously operated as an unincorporated charity which was founded on 20 March 1991. With effect from the 1 October 2017, the assets of the unincorporated charity, registered number 1002926, were transferred to the charitable company.

**Appointment of Trustees**

The trustees who served during the year are listed on page 1. Trustees are elected by the board of trustees with appointments and reappointments being decided on an annual basis. Trustees have the power to appoint new trustees on an interim basis until the next AGM.

**Trustees induction and training**

New trustees are interviewed by the Charity Director and two trustees prior to recommendation for appointment, during which time they will have had the vision and strategy of the charity explained to them and receive an Induction Pack. New trustees are provided with a copy of the Charity Commission publications 'Welcome to new Trustees' and 'The Essential Trustee: What you need to know', Code of Conduct and Job Description.

**Organisational structure and decision making**

The trustees set the strategic agenda and general policy of the charity. The day to day affairs of the charity are managed by the Charity Director, who reports to the chair of trustees. The Charity Director presents comprehensive reports to the trustees at board meetings, which are held monthly.

Within the organisation there are also a number of sub-committees, which are set up to review each aspect of governance in more detail. Each sub-committee is made up of trustees and supported by senior staff. Each committee reports back to the board of trustees.

**Related Parties**

The Charity is the major controlling party of the Cynthia Spencer Hospice Ventures Limited, a company incorporated in England and Wales. The company's principal activity is to provide trading activities on behalf of the Charity.



**CYNTHIA SPENCER HOSPICE CHARITY**  
**THE REPORT OF THE TRUSTEES (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**Trustees' responsibilities in relation to the financial statements**

The charity trustees (who are also directors of Cynthia Spencer Hospice Charity for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for the period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of 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 charity will continue in business.

The trustees are responsible for keeping proper records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Statement as to disclosure to our auditors**

In so far as the Trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the group's auditors is unaware, and
- the trustees, having made enquiries of fellow directors and the group's auditor that they ought to have individually taken, have each taken all the steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Signed on 18 March 2019 on behalf of the Trustees by:



**Pam Nock**  
Chair of Trustees

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CYNTHIA SPENCER HOSPICE CHARITY**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**Opinion**

We have audited the financial statements of Cynthia Spencer Hospice Charity (the 'parent charitable company') and its subsidiaries (the 'group') for the period ended 30 September 2018 which comprise Statement of Financial Activities, 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 Financial Reporting Standard 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 group's and parent charitable company's affairs as at 30 September 2018, and of the group's 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.

**Basis of 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 group and parent charitable 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 trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or parent charitable 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 trustees are responsible for the other information. The other information comprises the information included in the trustees' 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.

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CYNTHIA SPENCER HOSPICE CHARITY**

**PERIOD ENDED 30 SEPTEMBER 2018**

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

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

- the information given in the trustees' report (incorporating 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.

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

In the light of our knowledge and understanding of the group and parent charitable 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 in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and sufficient accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's 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 trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and from the requirement to prepare a strategic report.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 7, 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, and for such internal control as the trustees 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 trustees are responsible for assessing the group's and parent charitable 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 trustees either intend to liquidate the group or the parent charitable 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: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

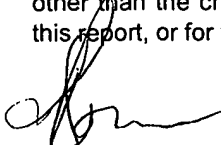
We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CYNTHIA SPENCER HOSPICE CHARITY**

**PERIOD ENDED 30 SEPTEMBER 2018**

**Use of our report**

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.



**Richard Burkimsher**  
**Senior Statutory Auditor**  
Hawsons Chartered Accountants  
Jubilee House  
32 Duncan Close  
Moulton Park  
Northampton  
NN3 6WL

20 March 2019

**CYNTHIA SPENCER HOSPICE CHARITY**  
**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITY**  
**PERIOD ENDED 30 SEPTEMBER 2018**

	Notes	Unrestricted funds	Restricted funds	Designated funds	30 September 2018 Total	30 September 2017 Total (15 Months)
		£	£	£	£	£
<b>Income:</b>						
Donations and legacies	2	744,987	12,209	-	757,196	2,462,675
Other trading activities	3	677,166	-	-	677,166	779,212
Income from Investments	4	7,337	-	-	7,337	16,694
<b>Total Income</b>		<b>1,429,490</b>	<b>12,209</b>	<b>-</b>	<b>1,441,699</b>	<b>3,258,581</b>
<b>Expenditure:</b>						
Expenditure on raising funds	5	744,358	-	-	744,358	752,354
Charitable activities	7	815,817	113,282	-	929,099	1,005,898
<b>Total Expenditure</b>		<b>1,560,175</b>	<b>113,282</b>	<b>-</b>	<b>1,673,457</b>	<b>1,758,252</b>
<b>Net income/ (expenditure) before gains and losses on investment</b>		<b>(130,685)</b>	<b>(101,073)</b>	<b>-</b>	<b>(231,758)</b>	<b>1,500,329</b>
Gain/(loss) on fixed investments		21,899	-	-	21,899	299
Gain/(loss) on current investments		(3,419)	-	-	(3,419)	(3,147)
<b>Net income/(expenses) before transfers</b>		<b>(112,205)</b>	<b>(101,073)</b>	<b>-</b>	<b>(213,278)</b>	<b>1,497,481</b>
Transfers between funds		(207,795)	96,186	111,609	-	-
<b>Net income/(expenditure)</b>		<b>(320,000)</b>	<b>(4,887)</b>	<b>111,609</b>	<b>(213,278)</b>	<b>1,497,481</b>
Gains/(losses) on revaluation of fixed assets		-	-	-	-	25,195
<b>Net movements in funds in the year</b>		<b>(320,000)</b>	<b>(4,887)</b>	<b>111,609</b>	<b>(213,278)</b>	<b>1,522,676</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward		2,230,000	13,837	3,405,525	5,649,362	4,126,686
<b>Total funds carried forward</b>		<b>1,910,000</b>	<b>8,950</b>	<b>3,517,134</b>	<b>5,436,084</b>	<b>5,649,362</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activity.

**CYNTHIA SPENCER HOSPICE CHARITY**  
**CONSOLIDATED AND CHARITY STATEMENT OF FINANCIAL POSITION**  
**PERIOD ENDED 30 SEPTEMBER 2018**

Registered Number: 10934348

		Group 2018	Group 2017	Charity 2018	Charity 2017
	Note	£	£	£	£
<b>NON-CURRENT ASSETS</b>					
Tangible assets	10	312,444	336,597	312,444	81,946
Intangible assets	11	5,883	7,947	5,883	7,947
Investments	12	1,229,063	68,164	1,229,063	68,164
		<u>1,547,390</u>	<u>412,708</u>	<u>1,547,390</u>	<u>158,057</u>
<b>CURRENT ASSETS</b>					
Investments	13	-	142,085	-	142,085
Stock		17,017	11,874	6,808	-
Debtors and prepayments	14	89,425	32,720	123,360	416,147
Cash at bank and in hand		4,009,633	5,122,439	3,969,905	4,981,550
		<u>4,116,075</u>	<u>5,309,118</u>	<u>4,100,073</u>	<u>5,539,782</u>
<b>CREDITORS: Amounts falling due within one year</b>	15	<u>(227,381)</u>	<u>(72,464)</u>	<u>(216,260)</u>	<u>(50,706)</u>
<b>NET CURRENT ASSETS</b>		<u>3,888,694</u>	<u>5,236,654</u>	<u>3,883,813</u>	<u>5,489,076</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>5,436,084</u>	<u>5,649,362</u>	<u>5,431,203</u>	<u>5,647,133</u>
<b>NET ASSETS</b>		<u>5,436,084</u>	<u>5,649,362</u>	<u>5,431,203</u>	<u>5,647,133</u>
<b>Funds</b>					
<b>Unrestricted funds:</b>					
General fund	16	1,910,000	2,230,000	1,905,119	2,227,771
Designated funds	16	3,517,134	3,405,525	3,517,134	3,405,525
		<u>5,427,134</u>	<u>5,635,525</u>	<u>5,422,253</u>	<u>5,633,296</u>
<b>Restricted funds</b>	16	<u>8,950</u>	<u>13,837</u>	<u>8,950</u>	<u>13,837</u>
<b>TOTAL FUNDS</b>		<u>5,436,084</u>	<u>5,649,362</u>	<u>5,431,203</u>	<u>5,647,133</u>

The trustees have prepared group accounts in accordance with section 398 of the Companies Act 2006 and section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

These financial statements were approved by the trustees and authorised for issue on 18 March 2019 and are signed on their behalf by:



Pam Nock  
Charity Chair

**CYNTHIA SPENCER HOSPICE CHARITY**  
**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**PERIOD ENDED 30 SEPTEMBER 2018**

	Notes	Total funds 30 September 2018 £	Total funds 30 September 2017 £
<b>Net cash used in operating activities</b>	<b>20</b>	<u>(100,151)</u>	<u>1,471,226</u>
<b>Cash flows from investing activities</b>			
Dividend and interest income		7,337	16,694
Purchase of property, plant and equipment		(20,326)	(135,281)
Purchase of intangible assets		(2,750)	(11,920)
Purchase of cash investments		<u>(1,139,000)</u>	<u>-</u>
		(1,154,739)	(130,507)
(Decrease)/Increase in cash and cash equivalents in the year		<u>(1,254,890)</u>	<u>1,340,719</u>
Cash and cash equivalent at the beginning of the year	<b>21</b>	<u>5,264,524</u>	<u>3,923,805</u>
Total cash and cash equivalent at the end of the year	<b>21</b>	<u><u>4,009,634</u></u>	<u><u>5,264,524</u></u>

The notes on pages 14 to 23 form part of these financial statements.

**1. ACCOUNTING POLICIES**

**(a) Basis of preparation of financial statements**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)(effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cynthia Spencer Hospice Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant account policy note(s).

**(b) Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the members in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for a particular purpose. The aim of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**(c) Incoming resources**

All incoming resources are included within the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

**(d) Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Premises overheads have been allocated on a floor area basis and other overheads have been allocated on the basis of the head count.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Management and administration costs are those relating to constitutional and statutory requirements.

Governance costs comprise all costs incurred in the running of the charity.

**(e) Tangible Fixed Assets Depreciation**

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Office furniture	3 years straight line
IT equipment	3 years straight line
Leasehold improvements	3-5 years straight line
Shop opening	3 years straight line

**(f) Intangible Assets**

Amortisation is charged so as to write off the cost of assets over their useful lives, as follows:

Web development costs	3 years straight line
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**CYNTHIA SPENCER HOSPICE CHARITY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**1. ACCOUNTING POLICIES (continued)**

**(g) Investment properties**

Certain of the charity's properties are held for long-term investment and are included in the statement of financial position at the trustees' estimate of open market values. The surplus or deficits on the revaluation of such properties are transferred to reserves. Depreciation is not provided in respect of freehold investment properties.

This policy represents a departure from statutory accounting principles, which require depreciation to be provided on all fixed assets. The Trustees consider that this policy is necessary in order that the financial statements may give a true and fair view because current values and changes in current values are of prime importance rather than the calculation of systematic annual depreciation.

**(h) Investments**

Assets held for investment purposes are valued at market value at the Statement of Financial Position date where this is materially different from values previously disclosed. Net gains and losses arising on revaluation and disposals during the year are included in the statement of financial activities.

**(i) Contributions to Pension Funds**

The pension costs charged against profit represent the amount of the contributions payable to the scheme in respect of the accounting period.

**2. Income from donations and legacies**

	<b>2018</b>	<b>2017</b>
		(15 Months)
	£	£
Donations	497,637	797,075
Legacies	259,559	1,652,753
Donated services - Office rent donated	-	12,847
	<u>757,196</u>	<u>2,462,675</u>

**3. Income from fundraising**

	<b>2018</b>	<b>2017</b>
		(15 Months)
	£	£
Events and fundraising	281,082	439,367
Retail income	265,106	224,860
Lottery income	130,978	114,985
	<u>677,166</u>	<u>779,212</u>

**4. Investment Income**

	<b>2018</b>	<b>2017</b>
		(15 Months)
	£	£
Bank interest	4,508	8,285
Dividends received	2,829	8,409
	<u>7,337</u>	<u>16,694</u>

**5. Analysis of expenditure by activity**

	<b>2018</b>	<b>2017</b>
		(15 Months)
	£	£
Fundraising direct expenditure	95,746	108,259
Retail expenditure	274,423	236,278
Fundraising salaries	142,952	148,610
Overheads and support costs	231,237	259,207
	<u>744,358</u>	<u>752,354</u>

Note

6

**CYNTHIA SPENCER HOSPICE CHARITY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**6. Analysis and allocation of support costs and overheads**

	<b>Support Costs</b>	<b>Governance Costs</b>	<b>2018 Total</b>	<b>2017 Total</b>
	£	£	£	(15 Months) £
Support staff costs	60,749	1,240	61,989	135,775
External audit fees	-	6,350	6,350	5,070
Professional fees and services	-	10,177	10,177	12,294
Office costs	100,487	-	100,487	79,134
Depreciation and amortisation	49,293	-	49,293	23,742
Bank charges	2,941	-	2,941	3,192
	<u>213,470</u>	<u>17,767</u>	<u>231,237</u>	<u>259,207</u>

**7. Expenditure on Charitable activities**

	<b>Unrestricted Expenditure</b>	<b>Restricted Expenditure</b>	<b>2018 Total</b>	<b>2017 Total</b>
	£	£	£	(15 Months) £
Medical Equipment Purchases	7,050	-	7,050	8,189
Core Service Funding	535,600	-	535,600	742,131
Charity Enhancement of Hospice Care	<u>273,167</u>	<u>113,282</u>	<u>386,449</u>	<u>255,578</u>
	<u>815,817</u>	<u>113,282</u>	<u>929,099</u>	<u>1,005,898</u>

**8. Staff costs, trustees remuneration and expenses and the cost of key management personnel**

	<b>2018</b>	<b>2017</b>
	£	(15 Months) £
Salaries and wages	395,423	349,810
Social security costs	25,303	24,083
Pension costs	<u>11,106</u>	<u>10,158</u>
	<u>431,832</u>	<u>384,051</u>

The average number of persons employed by the charity during the period was as follows:

	<b>2018</b>	<b>2017</b>
	£	£
Employees	<u>18</u>	<u>10</u>
	<u>18</u>	<u>10</u>

No employees had employee benefits in excess of £60,000 (2017: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

Members (Trustees) received no remuneration (2017 - Nil) and were not reimbursed for any of their expenses in the year (2017 - Nil).

The key management personnel of the charity comprise of the trustees, the Charity Director, Fundraising Manager, Retail Manager, Senior Finance Manager, Strategic Development Manager and Marketing Manager. The total employee benefits of the key management personnel of the Charity were £223,195 (2017: £249,059).

**9. Net Income/(Expenditure)**

	<b>2018</b>	<b>2017</b>
	£	(15 Months) £
Depreciation	44,479	19,769
Amortisation	4,814	3,973
Auditors' remuneration	<u>6,350</u>	<u>5,070</u>

CYNTHIA SPENCER HOSPICE CHARITY  
NOTES TO THE FINANCIAL STATEMENTS (continued)  
PERIOD ENDED 30 SEPTEMBER 2018

10. TANGIBLE FIXED ASSETS

Group	Freehold Land and Buildings £	Fixtures & Fittings £	Leasehold improvements £	Shop costs £	IT Equipment £	Total £
<b>COST OR VALUATION</b>						
At 1 October 2017	221,085	60,990	30,539	14,514	29,238	356,366
Additions	-	4,184	1,700	10,902	3,540	20,326
Transfer	-	(33,566)	26,397	7,169	-	-
Disposals	-	(9,802)	-	-	-	(9,802)
<b>At 30 September 2018</b>	<b>221,085</b>	<b>21,806</b>	<b>58,636</b>	<b>32,585</b>	<b>32,778</b>	<b>366,890</b>
<b>DEPRECIATION</b>						
At 1 October 2017	-	13,056	2,827	403	3,483	19,769
Charge for the year	-	7,249	12,221	15,066	9,943	44,479
On disposals	-	(9,802)	-	-	-	(9,802)
<b>At 30 September 2018</b>	<b>-</b>	<b>10,503</b>	<b>15,048</b>	<b>15,469</b>	<b>13,426</b>	<b>54,446</b>
<b>NET BOOK VALUE</b>						
<b>At 30 September 2018</b>	<b>221,085</b>	<b>11,303</b>	<b>43,588</b>	<b>17,116</b>	<b>19,352</b>	<b>312,444</b>
At 30 September 2017	221,085	47,934	27,712	14,111	25,755	336,597
<b>Charity</b>						
	Freehold Land and Buildings £	Fixtures & Fittings £	Leasehold improvements £	Shop costs £	IT Equipment £	Total £
<b>COST OR VALUATION</b>						
At 1 October 2017	-	17,622	30,539	14,514	29,238	91,913
Additions	221,085	4,184	28,097	18,071	3,540	274,977
Disposals	-	-	-	-	-	-
<b>At 30 September 2018</b>	<b>221,085</b>	<b>21,806</b>	<b>58,636</b>	<b>32,585</b>	<b>32,778</b>	<b>366,890</b>
<b>DEPRECIATION</b>						
At 1 October 2017	-	3,254	2,827	403	3,483	9,967
Charge for the year	-	7,249	12,221	15,066	9,943	44,479
On disposals	-	-	-	-	-	-
<b>At 30 September 2018</b>	<b>-</b>	<b>10,503</b>	<b>15,048</b>	<b>15,469</b>	<b>13,426</b>	<b>54,446</b>
<b>NET BOOK VALUE</b>						
<b>At 30 September 2018</b>	<b>221,085</b>	<b>11,303</b>	<b>43,588</b>	<b>17,116</b>	<b>19,352</b>	<b>312,444</b>
At 30 September 2017	-	14,368	27,712	14,111	25,755	81,946

CYNTHIA SPENCER HOSPICE CHARITY  
NOTES TO THE FINANCIAL STATEMENTS (continued)  
PERIOD ENDED 30 SEPTEMBER 2018

11. Intangible assets

Group and charity

	Website costs
	£
<b>COST OR VALUATION</b>	
At 1 October 2017	11,920
Additions	2,750
Disposals	
<b>At 30 September 2018</b>	<b>14,670</b>
<b>DEPRECIATION</b>	
At 1 October 2017	3,973
Charge for the year	4,814
On disposals	
<b>At 30 September 2018</b>	<b>8,787</b>
<b>NET BOOK VALUE</b>	
<b>At 30 September 2018</b>	<b>5,883</b>
At 30 September 2017	7,947

12. Non-current asset investments

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Land				
Land - 5.5 acres Braunston	67,500	67,500	67,500	67,500

The investment represents land which was received as part of a legacy in 2010. The land has been valued by the Trustees to reflect the market value of the land at the Statement of Financial Position date.

As part of the same legacy the charity also became the beneficiary of a further plot of land and property in Braunston. This is occupied by a life tenant and has not been included in the financial statements. The existing unencumbered value of the land & property is estimated by the Trustees to be negligible.

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
<b>Listed Investments</b>				
Valuation and net book amount at 1 October 2017	664	365	664	365
Additions	1,139,000	-	1,139,000	-
Unrealised gain/(loss)	21,899	299	21,899	299
<b>Valuation on at 30 September 2018</b>	<b>1,161,563</b>	<b>664</b>	<b>1,161,563</b>	<b>664</b>

Listed investments are stated at their mid market value at the Statement of Financial Position date, unless this is not significantly different from that disclosed, where previous value is maintained.

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
<b>Total Non-Current Asset Investments</b>	<b>1,229,063</b>	<b>68,164</b>	<b>1,229,063</b>	<b>68,164</b>

**CYNTHIA SPENCER HOSPICE CHARITY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**13. Current Asset Investments**

	<b>Group</b>		<b>Charity</b>	
	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Valuation and net book amount at 1 October 2017	142,085	145,232	142,085	145,232
Additions	-	(3,147)	-	(3,147)
Disposals	(138,666)	-	(138,666)	-
Unrealised gain/(loss)	(3,419)	-	(3,419)	-
Valuation on at 30 September 2018	-	142,085	-	142,085

Current Asset Investments represented unit trusts and were all invested in the CAF Fixed Interest Fund. Listed unit trusts are stated at their mid market value at the Statement of Financial Position date.

**14. DEBTORS**

	<b>Group</b>		<b>Charity</b>	
	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade debtors	-	-	-	-
Intercompany Account	-	-	-	-
Other debtors	53,349	25,743	87,284	409,170
Prepayments and accrued income	36,076	6,977	36,076	6,977
	89,425	32,720	123,360	416,147

Shown within other debtors in 2017 is a loan granted to Cynthia Spencer Hospice Ventures Limited (see note 19). This loan has been repaid in the year.

**15. CREDITORS - Amounts falling due within one year**

	<b>Group</b>		<b>Charity</b>	
	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade creditors	156,602	7,680	145,481	7,680
Other taxation and social security	10,947	-	10,947	-
Other creditors	19,513	53,573	19,513	31,815
Accruals	40,319	11,211	40,319	11,211
	227,381	72,464	216,260	50,706

CYNTHIA SPENCER HOSPICE CHARITY  
NOTES TO THE FINANCIAL STATEMENTS (continued)  
PERIOD ENDED 30 SEPTEMBER 2018

16. Statement of Funds  
Group - 2018

	At 1st October 2017	Incoming Resources	Outgoing Resources	Other gains/ (losses)	Transfer between funds	At 30th September 2018
	£	£	£	£	£	£
<b>Unrestricted Funds</b>						
General Fund	2,168,226	1,381,271	(1,554,804)	18,480	(182,600)	1,830,573
Subsidiary Undertaking	61,774	48,219	(5,371)	-	(25,195)	79,427
	<u>2,230,000</u>	<u>1,429,490</u>	<u>(1,560,175)</u>	<u>18,480</u>	<u>(207,795)</u>	<u>1,910,000</u>
Designated Fund - Hospice Support	3,405,525	-	-	-	111,609	3,517,134
<b>Total Unrestricted funds</b>	<u>5,635,525</u>	<u>1,429,490</u>	<u>(1,560,175)</u>	<u>18,480</u>	<u>(96,186)</u>	<u>5,427,134</u>
<b>Restricted reserves</b>						
Hospice at home	-	9,516	(81,133)	-	71,617	-
Dreams' appeal	661	135	(758)	-	-	38
CNS Nurses Fund	-	668	-	-	-	668
Woodland Walk	-	1,890	(26,459)	-	24,569	0
End of Life Care	13,176	-	(4,932)	-	-	8,244
	<u>13,837</u>	<u>12,209</u>	<u>(113,282)</u>	<u>-</u>	<u>96,186</u>	<u>8,950</u>
<b>Total restricted funds</b>	<u>13,837</u>	<u>12,209</u>	<u>(113,282)</u>	<u>-</u>	<u>96,186</u>	<u>8,950</u>
<b>Total Funds</b>	<u>5,649,362</u>	<u>1,441,699</u>	<u>(1,673,457)</u>	<u>18,480</u>	<u>0</u>	<u>5,436,084</u>

Group - 2017

	At 1st July 2016	Incoming Resources	Outgoing Resources	Other gains/ (losses)	Transfer between funds	At 30th September 2017
	£	£	£	£	£	£
<b>Unrestricted Funds</b>						
General Fund	2,494,851	3,013,423	(1,428,078)	(2,848)	(1,909,122)	2,168,226
Subsidiary Undertaking	35,149	224,882	(223,452)	25,195	-	61,774
	<u>2,530,000</u>	<u>3,238,305</u>	<u>(1,651,530)</u>	<u>22,347</u>	<u>(1,909,122)</u>	<u>2,230,000</u>
Designated Fund - Hospice Support	1,577,877	-	-	-	1,827,648	3,405,525
<b>Total Unrestricted funds</b>	<u>4,107,877</u>	<u>3,238,305</u>	<u>(1,651,530)</u>	<u>22,347</u>	<u>(81,474)</u>	<u>5,635,525</u>
<b>Restricted reserves</b>						
Hospice at home	-	19,776	(101,250)	-	81,474	-
Dreams' appeal	1,865	500	(1,704)	-	-	661
CNS Nurses Fund	-	-	-	-	-	-
Woodland Walk	-	-	-	-	-	-
End of Life Care	16,944	-	(3,768)	-	-	13,176
	<u>18,809</u>	<u>20,276</u>	<u>(106,722)</u>	<u>-</u>	<u>81,474</u>	<u>13,837</u>
<b>Total restricted funds</b>	<u>18,809</u>	<u>20,276</u>	<u>(106,722)</u>	<u>-</u>	<u>81,474</u>	<u>13,837</u>
<b>Total Funds</b>	<u>4,126,686</u>	<u>3,258,581</u>	<u>(1,758,252)</u>	<u>22,347</u>	<u>-</u>	<u>5,649,362</u>

**General Fund**

The General Fund represents the free funds to support the hospice for the next 12 months, which are not designated for particular purposes and provide certainty that we can meet our obligations.

**Designated Fund - Hospice Support**

The Fund has been designated by the members for the general support of the hospice to enhance the services provided. £1,000,000 is designated for the potential relocation of the Day Hospice. £500,000 is designated for the operational costs of the expansion of the Day Hospice (facilities costs) and £500,000 for the staff costs, both for the next 5 years. The remainder of the designated fund is held to enhance the bereavement services, our educational program and continue to enhance our community services.

**Hospice at Home - restricted fund**

This fund supports patients and family at home.

**Dreams' Appeal Fund - restricted fund**

This fund provides surprise outings and treats for patients, as requested by the nursing staff at the hospice. The "surprises" are arranged by the staff; the Charity manages the funds on their behalf.

**End of Life Care - restricted fund**

This is monies held on behalf of the End of Life Care Team, based at the Hospice, for their training, equipment and supplies for patients.

**Woodland Walk - restricted fund**

This fund supports the expansion of the woodland walk to provide full access to patients and families.

**CNS Nurses Fund - restricted fund**

This fund supports the services provided by the CNS Nurses.

CYNTHIA SPENCER HOSPICE CHARITY  
NOTES TO THE FINANCIAL STATEMENTS (continued)  
PERIOD ENDED 30 SEPTEMBER 2018

16. Statement of Funds (continued)

Charity - 2018

	At 1st October 2017	Incoming Resources	Outgoing Resources	Other gains/ (losses)	Transfer between funds	At 30th September 2018
	£	£	£	£	£	£
<b>Unrestricted Funds</b>						
General Fund	2,227,771	1,374,765	(1,508,102)	18,480	(207,795)	1,905,119
Designated Fund - Hospice Support	3,405,525	-	-	-	111,609	3,517,134
<b>Total Unrestricted funds</b>	<b>5,633,296</b>	<b>1,374,765</b>	<b>(1,508,102)</b>	<b>18,480</b>	<b>(96,186)</b>	<b>5,422,253</b>
<b>Restricted reserves</b>						
Hospice at home	-	9,516	(81,133)	-	71,617	-
Dreams' appeal	661	135	(758)	-	-	38
CNS Nurses Fund	-	668	-	-	-	668
Woodland Walk	-	1,890	(26,459)	-	24,569	-
End of Life Care	13,176	-	(4,932)	-	-	8,244
<b>Total restricted funds</b>	<b>13,837</b>	<b>12,209</b>	<b>(113,282)</b>	<b>-</b>	<b>96,186</b>	<b>8,950</b>
<b>Total Funds</b>	<b>5,647,133</b>	<b>1,386,974</b>	<b>(1,621,384)</b>	<b>18,480</b>	<b>-</b>	<b>5,431,203</b>

Charity - 2017

	At 1st July 2016	Incoming Resources	Outgoing Resources	Other gains/ (losses)	Transfer between funds	At 30th September 2017
	£	£	£	£	£	£
<b>Unrestricted Funds</b>						
General Fund	2,530,000	3,013,423	(1,428,078)	21,549	(1,909,122)	2,227,771
Designated Fund - Hospice Support	1,577,877	-	-	-	1,827,648	3,405,525
<b>Total Unrestricted funds</b>	<b>4,107,877</b>	<b>3,013,423</b>	<b>(1,428,078)</b>	<b>21,549</b>	<b>(81,474)</b>	<b>5,633,296</b>
<b>Restricted reserves</b>						
Hospice at home	-	19,776	(101,250)	-	81,474	-
Dreams' appeal	1,865	500	(1,704)	-	-	661
CNS Nurses Fund	-	-	-	-	-	-
Woodland Walk	-	-	-	-	-	-
End of Life Care	16,944	-	(3,768)	-	-	13,176
<b>Total restricted funds</b>	<b>18,809</b>	<b>20,276</b>	<b>(106,722)</b>	<b>-</b>	<b>81,474</b>	<b>13,837</b>
<b>Total Funds</b>	<b>4,126,686</b>	<b>3,033,699</b>	<b>(1,534,800)</b>	<b>21,549</b>	<b>-</b>	<b>5,647,133</b>

**CYNTHIA SPENCER HOSPICE CHARITY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**17. Analysis of Net Assets between funds**

	General Funds	Designated Funds	Restricted Funds	Total Funds
2018				2018
	£	£	£	£
Fixed assets	-	1,547,390	-	1,547,390
Current assets	2,137,381	1,969,744	8,950	4,116,075
Current liabilities	(227,381)	-	-	(227,381)
	<u>1,910,000</u>	<u>3,517,134</u>	<u>8,950</u>	<u>5,436,084</u>
2017	General Funds	Designated Funds	Restricted Funds	Total Funds
	£	£	£	2018
				£
Fixed assets	-	412,708	-	412,708
Current assets	2,302,464	2,992,817	13,837	5,309,118
Current liabilities	(72,464)	-	-	(72,464)
	<u>2,230,000</u>	<u>3,405,525</u>	<u>13,837</u>	<u>5,649,362</u>

**18. Commitments**

	2018	2017
Group	£	£
No later than one year	79,165	77,466
Later than one year and not later than five years	280,511	288,323
Later than five years	<u>233,333</u>	<u>303,333</u>
	<u>593,009</u>	<u>669,122</u>
Charity	2018	2017
	£	£
No later than one year	26,000	26,000
Later than one year and not later than five years	111,333	109,333
Later than five years	<u>93,333</u>	<u>121,333</u>
	<u>230,666</u>	<u>256,666</u>

**19. Related party transactions**

During 2012 the charity made a loan of £177,000 to Cynthia Spencer Hospice Ventures Limited, the trading arm of the charity. The purpose of the loan was restricted to the purchase of a retail outlet. The interest rate charged on the loan is 5%. During 2017 the charity made a further advance to Cynthia Spencer Hospice Ventures Limited of £200,000. This loan was restricted for use in the retail outlet and the interest rate charge on this loan is 8%. On the 1 October 2017 the loan was repaid and the ownership of the retail property transferred to the Charity. The balance owed to the charity at the year-end amounted to £Nil (2017: £377,000).

During the year the charity charged interest amounting to £Nil (2017: £24,396).

During the year the charity purchased services of £nil (2017: £790) from Franklins Solicitors LLP. Our Charity Director is the Chief Financial Officer for Franklins Solicitors LLP. The balance owed to the charity at the year-end amounted to £nil (2017: £nil).



**CYNTHIA SPENCER HOSPICE CHARITY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**PERIOD ENDED 30 SEPTEMBER 2018**

**20. Reconciliation of net movements in funds to net cash flow from operating activities**

	2018 £	2017 £
<b>Net movement in funds</b>	(213,278)	1,522,676
Deduct dividend and interest income from investments	(7,337)	(16,694)
Deduct gain on investments	(21,899)	(299)
Increase in stock	(5,143)	(10,973)
(Increase)/ Decrease in debtors	(56,705)	6,451
Increase/ (decrease) in creditors	154,917	(28,482)
Add depreciation	44,479	19,769
Add amortisation	4,814	3,973
Revaluation surplus	-	(25,195)
	<u>(100,151)</u>	<u>1,471,226</u>

**21. Analysis of cash and cash equivalents**

	2018 £	2017 £
Cash at bank and in hand	4,009,633	5,122,439
Unexpended investment cash	-	142,085
	<u>4,009,633</u>	<u>5,264,524</u>

**22. Activities to generate funds: Trading subsidiary**

The charity controls Cynthia Spencer Hospice Ventures Limited which is incorporated in England and Wales. The subsidiary is a trading company that transfers its taxable profit to the charity by a Gift Aid Declaration. A summary of the trading results is shown below. The principal activity of the company during the year was providing trading activities on behalf of Cynthia Spencer Hospice Charity, a charity registered in the UK.

	2018 £	2017 £
<b>Profit and Loss Account</b>		
Turnover	54,726	224,860
Cost of sales	(5,371)	(23,621)
Gross Profit	49,355	201,239
Administration expenses	(46,703)	(199,829)
Operating profit	2,652	1,410
Foreign exchange loss	-	(2)
Interest paid on loan	-	(24,374)
Amount gift aided to charity	-	-
Profit/ (loss) for the year	<u>2,652</u>	<u>(22,966)</u>
<b>Balance sheet</b>		
	2018 £	2017 £
Fixed assets	-	254,651
Current assets	53,019	156,472
Current liabilities	(50,367)	(408,894)
	<u>2,652</u>	<u>2,229</u>
<b>Represent by</b>		
Revaluation reserve	-	25,195
Profit and loss account	<u>2,652</u>	<u>(22,966)</u>
	<u>2,652</u>	<u>2,229</u>

**23. Prior year adjustment**

	1 July 2016 as originally stated £	Adjustment £	1 July 2016 Restated £
Non Current Assets	67,865	-	67,865
Current Assets	4,117,527	(35,149)	4,082,378
Current Liabilities	(58,706)	-	(58,706)
Net Assets	<u>4,126,686</u>	<u>(35,149)</u>	<u>4,091,537</u>
Unrestricted funds			
General fund	2,530,000	(35,149)	2,494,851
Designated funds	1,577,877	-	1,577,877
Restricted funds	18,809	-	18,809
Total funds	<u>4,126,686</u>	<u>(35,149)</u>	<u>4,091,537</u>

A prior year adjustment has been made as the payment of gift aid from Cynthia Spencer Hospice Ventures Ltd should now be recognised as a distribution of profits and therefore cannot be accrued by the charity. The company has taken advantage of the revisions to FRS 102 1A published in December 2017 and a tax provision has not been recognised in the accounts of Cynthia Spencer Hospice Ventures Ltd, as it is probable the gift aid payment will be made within 9 months to Cynthia Spencer Hospice Charity and therefore will qualify for tax relief.