

REGISTERED COMPANY NUMBER: 02208426 (England and Wales)
REGISTERED CHARITY NUMBER: 519767

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020
FOR
ST. CUTHBERT'S HOSPICE DURHAM**

Ribchesters Group Limited,
Chartered Accountants
and Registered Auditors
Finchale House
Belmont Business Park
Durham
DH1 1TW

ST. CUTHBERT'S HOSPICE DURHAM

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FOR THE YEAR ENDED 31 MARCH 2020**

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ST. CUTHBERT'S HOSPICE DURHAM
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2020

The trustees who are also directors 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 2020. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's Objects, as set out in the Articles of Association are:

To promote the relief of sickness of persons from County Durham and the North East of England generally suffering from a life-limiting or other illness and the provision of care and support to their families and carers, and the advancement of health and education by the promotion and development of knowledge, attitudes and behaviours which enable people to prepare for death and/or live with life-limiting illnesses.

Strategic goals

In furtherance of these Objects, the Trustees have determined five strategic goals:

To enable people at the very end of life to achieve a good death in the place of their choosing.

To enable people living with a life-limiting illness who use Hospice services to live well and make every day count.

To provide the information and support that carers of people with life-limiting illnesses need to provide the care they want to provide.

To support those who have been bereaved as a consequence of a life-limiting illness to adjust to life without their loved one.

To break down the taboos associated with dying, death, loss and grief.

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OBJECTIVES AND ACTIVITIES

Activities

We provide a 10-bedded In-patient Unit (including one respite care bed) providing care for guests (patients, and their families and carers) who need a break and can benefit from the specialist care we provide, for guests who are at a point in their illness where they need help to manage their symptoms and can benefit from the specialist interventions we can offer, and for guests who are at the end of life and need the support that St Cuthbert's can provide to ensure they can die peacefully, with dignity and with their needs and wishes met as far as is possible.

Care in the unit is provided by a specialist team of doctors, nurses, healthcare assistants and other clinical and non-clinical specialists, as well as volunteers, who work together as a team to provide the best care we can.

We do this because we want to make the end of a person's life as comfortable as possible. This is done by attempting to relieve pain and other distressing symptoms while providing psychological, social and spiritual support. Carers and family are also offered emotional and spiritual support. This is called an 'holistic' approach to care. Our in-patient unit is smaller and quieter than a hospital and feels more like a home. Because of our size, because of our ethos, and because of the experience and training of our staff and volunteers, we can provide individual care more suited to the person in a gentler and calmer atmosphere.

We run Day Care Services for people who want to remain at home but want to visit the Hospice during the day. We can give them the care and support they need without them having to move from home. A key part of this service is the Living Well Centre.

Care in the Living Well Centre is provided by a small healthcare team and with the support of a large team of volunteers. Input is also provided by all the other specialist staff in the Hospice who can be called upon to help meet the particular needs of individual guests, including physiotherapists, an occupational therapist and complementary therapists. Each guest has a personal care plan that aims to meet their individual needs through a range of activities and interventions.

We do this because many people who have life-limiting illnesses can live for many years and want to remain in their home. In the Living Well Centre, guests are able to access more services than they could if they were at home. These include creative and complementary therapies and rehabilitation, as well as nursing and medical care. They also meet other patients and can gain great emotional and social support from people who are having similar experiences.

We run a bereavement support service for the families and carers of people with life-limiting illnesses. This involves giving practical and counselling support both through their loved-one's illness and through the early stages of bereavement, typically for up to 12 months. This service is provided by both paid staff and volunteers. The Bereavement Support Team also delivers a specialist service for bereaved children and young people.

In addition, bereavement pre-disposes people to physical and mental ill-health and so ongoing support can help to ensure the health and well-being of our community. Moreover, as with other parts of our work, volunteers who give of themselves and offer their time to support bereaved people are involved as compassionate citizens and so help build more compassionate communities.

Also in Day Services there is a professional social work team and a volunteer chaplain in the team who provide practical, emotional and spiritual support to patients and families.

We do this because from the very beginning of the Hospice movement, care for the family both before and after death has been a critical component. Dame Cicely Saunders said, "How someone dies remains in the memory of those who live on".

We offer access to our specialist knowledge to people involved in delivering palliative and end of life care in other settings. This can range from the provision of telephone support, to attendance by one of the Hospice's team at a team meeting of another care provider, to opening up our staff and volunteer training to other providers and hosting training in palliative care skills and knowledge.

We employ a Community Liaison Officer whose role is to create public discussion about death, dying, grief and loss and to assist local communities to provide effective support with life-limiting illnesses.

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OBJECTIVES AND ACTIVITIES

We also provide a specialist service for people living with dementia and their carers. We employ a specialist dementia care nurse. This nurse, an Admiral Nurse, works in the Hospice and in the community to promote end of life care for people with advanced dementia. We have also developed a programme of support called Namaste Care which is delivered mainly in the homes of people living with dementia. The Namaste approach is an internationally recognised and structured programme of care developed by Professor Joyce Simard in the USA in 2003. It integrates compassionate nursing care with individualised, meaningful activities for those with advanced dementia. It offers individuals dignity, comfort, and a greater sense of well-being and reduces isolation for them, their families and carers.

Mission, Vision and Values

Overall, our **mission** is to make every day count for those affected by life-limiting illnesses. Our **vision** is to be a centre of excellence within our community and to provide all-embracing, compassionate and individualised care to all those affected by life-limiting illnesses, at a time and a place that is right for them. Our **values** are Professionalism, Respect, Choice, Compassion, Integrity, Reputation.

Philosophy of Care

We have adopted the following philosophy of care statement:

At the heart of St Cuthbert's Hospice is the individual who is seen as a unique person deserving of respect and dignity. Our aim is to support each person and their family and friends, helping them to make informed choices and decisions affecting their lives.

Individual care is planned to support the total well-being of each person, taking into account their physical, psychological, social and spiritual needs.

We will work together to provide a warm and welcoming atmosphere that accommodates diverse cultures and lifestyles within a calm and compassionate environment. As a team, we will strive to provide care of the highest standard by ensuring staff are up to date with current research and training.

We are aware of the valuable work undertaken by individuals and agencies in the community and we will work in partnership with them to provide excellent services for the people of Durham.

We see life - and death - as a journey to be made in the company of others. We are rooted in our local community and we approach life and death through a philosophy based on support and hospitality.

Public benefit

The Charity Commission states that there are two tests that must be passed to meet the definition of providing public benefit: firstly, there must be an identifiable benefit or benefits; secondly the benefit(s) must be to the public or a section of the public.

The Trustees have given due consideration to the Charity Commission's general guidance on public benefit and are satisfied that the aims and objectives of the Charity, as set out in its Articles of Association and described in its mission, vision, values and philosophy of care statements, and its activities, as described in this report, demonstrate that the Hospice satisfies these two tests.

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FOR THE YEAR ENDED 31 MARCH 2020

OBJECTIVES AND ACTIVITIES

Staff and Volunteers

People (staff and volunteers) who share our values and are committed to the mission and vision of the Hospice are a vital part of the success and sustainability of the Hospice.

The Hospice could not provide the services it does without the support of its volunteers, who operate in each area of Hospice life. At the end of March 2020 we had 539 active volunteers (2019: 520). Regular volunteers contributed a total of 77,696 hours over the year. If we had to employ staff to replace this number of volunteer hours, we would have to employ an additional 39 full-time staff. As a very crude measure, if these hours were all paid at the rate of National Minimum Wage, this contribution would equate to £677,509.

During 2020/21 we will:

- Implement a new HR database, giving managers the data they need to manage effectively.
- Run the next Leadership in Values programme
- Develop a new "managing volunteers" resource.

Digital Technology

The Trustees recognise the vital role that technology can play to enable us to become more efficient and effective.

During 2020/21 we will:

- Migrate to Microsoft 365, subject to cost with increased capacity to work off-site and to work collaboratively.
- Use the learning from working with the Social Tech Fund to identify opportunities to expand the role of technology.
- Use the learning from the Win Win Lottery to identify opportunities to expand the role of technology.

Community Engagement

The Hospice is recognised as part of the fabric of the community in County Durham. This is crucial in maintaining the support of the community upon which the Hospice heavily relies. The Hospice therefore plays an important role as an active citizen improving the quality of life for all.

During 2020/21 we will:

- Continue to explore shared use of the new community centre at the entrance to the Hospice.
- Strengthen our relationship with the University.
- Promote our commitment to environmental sustainability.

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STRATEGIC REPORT

Achievement and performance

Achievements and Performance

We measure our achievements and performance in a number of ways. In this section we list some key performance areas and what we have achieved. Where it is possible to make comparisons, figures for the previous year are given in brackets. We also report on the objectives we set ourselves in last year's annual report and other significant achievements during the year.

Beneficiary Group 1: People at the end of life

During the year, 123 people died in the Hospice In Patient Unit (55% of all patients on the In-Patient Unit). In the previous year (2018/19) the number of patients was 110, which equals 64% of all patients treated on the In-Patient Unit. In addition, our Specialist Palliative care Team provided advice and help throughout the year to community health practitioners to support a good death for those who chose to die at home. The cost of providing end of life care was £902,202.

We set ourselves one objective under Strategic Goal 1 for the year, which was to open up Hospice care by supporting people working with the homeless and traveller communities. Our Nurse consultant worked with providers of services to these client groups to help us better understand the needs of these groups and to ensure that they were aware of the services the Hospice could offer to their clients. We expect to see the impact of this new partnership working become evident over time.

Beneficiary Group 2: People living with a life-limiting illness

During the year, 106 patients were discharged from the IPU 45%. In addition 257 patients attended the Living Well Centre and 140 patients were supported by the Dementia Services Team. Over the year, 94% of patients reported a positive experience of the care they received, and this rose to 100% across the last six months of the year. The cost of providing these palliative care services was £1,332,191.

We identified four objectives for 2019/20

Objective

Identify how the pathway out of the Hospice and back into the community can be made smoother

Outcome

We reduced the average length of stay on the In-Patient Unit from 17.9 in 2018/19 to 12.9 in 2019/20. The number of Living Well Centre guests whose spell of care was less than 12 weeks rose from 69.5% in 2018/19 to 75% in 2019/20.

Raise the funding for more palliative care beds

The development of a new Palliative and End of Life Care Strategy for County Durham was delayed. The Clinical Commissioning Group does recognise this as a priority and we will have the opportunity to contribute to its development and to make the case for better funding for palliative care.

Establish proof of concept for the mypals platform

Although several bids were submitted, none were successful. We will carry this objective forward into 2020/21.

Continue to broaden the range of services available at the Living Well Centre

Innovations during the year include on-line Tai-Chi and a Music and Dance Group. Since the outbreak of Covid19 the Centre has been able to offer well-being calls to Guests, Carers and Volunteers.

Beneficiary Group 3: Carers of people with life-limiting illnesses

We spent £107,047 on our social work team, whose work significantly supports family carers of people with life-limiting illnesses.

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We are at the beginning of developing services specifically aimed at improving outcomes for Carers.

In the IPU, the Social Work Team have had a particular focus on working with family members to address their need for emotional support. During Covid19, when visiting to the IPU has been restricted, the team has come up with a variety of means to facilitate connections between patients and carers, including virtual visits and the sending of gifts and mementoes.

In the Living Well Centre, the team has been able to offer therapy sessions to carers when they have had the capacity to do so. During Covid19, the team has been offering well-being telephone calls to carers.

Our Everything in Place team has been working in partnership with Durham County Carers Support to jointly deliver programmes specifically for carers.

The Dementia Services team is using a carers needs assessment tool and developed an education package on dementia for carers. Carers are also members of our Dementia Services Steering Group.

We set ourselves one objective under Strategic Goal 3, which was to pilot a carer support group. Due to changes in staffing during the year, we were unable to develop this and this objective will be carried forward into the new year.

Beneficiary Group 4: People who are bereaved following a life-limiting illness

We spent £96,422 on activities relating to Beneficiary Group 4 in 2019/20.

We have completed important work this year, re-defining and re-structuring our bereavement support offer. We consulted with key partners at an event alongside our 2019 AGM and completed a restructuring of the Family Support Team, creating a new Bereavement Support Team to improve our impact on this beneficiary group.

We set ourselves one objective for the year under Strategic Goal 4, which was to explain more clearly the different pathways through bereavement. The pathways we have identified are: information; volunteering, In Memoriam activities; talking; training; support groups; and counselling.

Beneficiary Group 5: The General Public

We spent £46,702 on activities relating to Beneficiary Group 5 in 2019/20.

Our principal activity to inform to help break the taboos around death, dying, loss and grief, and to gain an understanding of what would be a "good death" for them as individuals, is our Everything in Place programme. This programme explores issues such as the importance of having a will, the potential to award someone power of attorney, considerations around future care, and, in particular, end of life care.

We set ourselves one objective under Strategic Goal 5, to improve access to the Hospice's innovative Everything in Place programme. During the year we have engaged in a number of activities designed to help us achieve this objective including, developing new partnerships with New College Durham, Durham County Carers Support, Newcastle City Council, and Marie Curie. We expect this work to bear fruit in 2020/21.

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STRATEGIC REPORT

Financial review

Financial position

The Hospice has continued to develop services in spite of the financial constraints arising from several years of austerity.

In the year under review, income increased by 8% whereas expenditure rose by 9%. The increase in expenditure is largely to be seen in the employment of additional staff, with the average monthly number of employees increasing by 9.

Funding from the NHS has increased, as a result of the Clinical Commissioning Groups (CCGs) commissioning additional work. We were grateful to receive a one-off grant from Central Government in recognition of the additional cost of staffing, which had not been matched by an equivalent increase in local NHS funding.

There was an operating loss of unrestricted income over expenditure of £408,992. This loss is before the planned transfer of designated funds from the Goal 2 Development Fund (financing the expanded services in the new Living Well Centre), the Goal 5 Development Fund (which is financing the Everything in Place project) and the Fixed Asset Fund. Once these transfers are taken into account, there was an unplanned deficit of £91,696.

Of concern is the drop in income from fundraising activities over the last three years. This income has dropped from £380,386 in 2017/18, to £348,979 in 2018/19, to £323,893 in 2019/20. This reverses what had previously been an upward trend. To counter this, as well as reviewing these activities, the Trustees have decided to launch a new lottery in 2020. The proceeds of this new lottery are forecast to reverse these losses and also ensure that the work currently being funded by designated funds can continue sustainably.

The Trustees will continue to set a deficit budget for the next few years as they draw on designated funds to meet the strategic goals they have identified.

The Trustees budget for legacy income over a 5 year cycle and remain content that this is a reasonable way to manage legacy income, which can fluctuate significantly year-to-year.

The Hospice continues to benefit from the generous support of the community of County Durham and some national funders to enable the delivery of services which remain free of charge to those who need them.

An additional significant concern is the impact that the Coronavirus Pandemic will have on the finances of the hospice in 2020/21 and, possibly for a further 1-2 years. For 2020/21 we are forecasting a loss of income of £760,000, mainly because of having to close our retail outlets and cease all our fundraising events. Some of this will be replaced by central government funding designed to mitigate the impact of the pandemic on organisations like St Cuthbert's. Even with this support, though, this will be an extremely challenging year. It is also unclear how quickly the economy will recover from this significant shock and, therefore, how quickly our fundraising will recover. In response, the Trustees have decided to appoint a new Head of Income Generation as a member of the Senior Management Team to ensure we have the leadership capacity to respond to this challenge. The new postholder will help us to:

- Review our income generation structure to ensure it is fit for purpose.
- Learn the early lessons from establishing the Win Win lottery, particularly in relation to active management of financial targets, the role of digital marketing, and the impact of face to face fundraising.
- Focus less resource on Hospice-led events and more resource on community fundraising .

Principal funding sources

Principal funding sources are detailed in the attached Statement of Financial Activities on page 16. Expenditure is monitored on a regular basis to ensure that funds are utilised in supporting the key objectives of the Hospice.

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STRATEGIC REPORT

Financial review

Investment policy and objectives

The Board undertakes a quarterly review of investments held on behalf of the Hospice and assesses these investments on the basis of a prudent investment strategy for income and long term growth. They have appointed Rathbones to manage their investments and advise on how best to achieve the aims of the Investment Policy. The Policy was reviewed during the year and the Trustees decided to adopt a slightly less aggressive target for investment income, in order to reduce risk. Although this was taken mainly in anticipation of the uncertainty surrounding the impact of Brexit, it turned out to be exceptionally wise given the pandemic which subsequently occurred.

The Board is confident that with the continued strong financial management and income generation activities, the Hospice will be able to meet the challenges of providing specialist palliative care and will continue to manage finances on a prudent basis.

Reserves policy

The Board has established a policy of expending the resources of the Charity to benefit those who need our services within a reasonable time period.

However, Trustees regularly review the key financial risks that the Charity faces and ensures that there is sufficient money in reserve in order to help us manage the impact if one or more of these risks were to occur. The most significant risks are a change to the NHS contract, a reduction in fundraising and unplanned maintenance on the Hospice building. However, the careful management of these risks have encouraged the Trustees to lower their reserves target.

On the basis of this review the Trustees have agreed that the amount the Group needs to hold in reserve to be sustainable is £739,557 excluding money held in the Goal 2 and Goal 5 designated funds. This equates to just over 2 months of running costs.

The Trustees recognise that, as a general principle, prudent practice would be to have at least three months of running costs in reserve. Based on the agreed budget for 2020/21 this would be £939,026.

The Trustees have therefore agreed to set the reserves level at the higher of these two figures, £939,026.

The Balance Sheet shows total unrestricted free reserves of £1.64m at 31 March 2020. Excluding the Goal 2 and Goal 5 designated funds, this amount reduces to £520,280. Trustees have agreed to add to the Maintenance Fund and the General Fund over time in order to bring the reserves up to the agreed level. It is anticipated that, as long as the overall balance sheet remains healthy, this should be done by designating legacy income wherever possible. However, if it becomes necessary, the Trustees will identify a plan to achieve the desired level of free reserves.

We will undoubtedly tap into these reserve in 2020/21 to help us withstand the drop in fundraising income, which has always been recognised as one of our greatest risks. Re-building our reserves will therefore become an important part of recovery from Covid19.

Going concern

After making appropriate enquiries, the Trustees have an expectation that the charity has adequate resources to continue delivering services for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing financial statements.

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STRATEGIC REPORT

Financial review

Designated funds

The Charity has four designated funds:

The Fixed Asset Fund which represents the amount of money tied up in fixed assets and therefore not available for general use.

The Maintenance Fund, which is an amount held in respect of the property we own or manage and is used for property maintenance over and above the normal day-to-day maintenance.

Goal 2 Development Fund, which will be used to provide services that support the achievement of Strategic Goal 2.

Goal 5 Development Fund, which is an amount designated by Trustees to fund the Everything in Place project. This Fund was previously called the Goal 4 Development Fund.

Principal risks and uncertainties

The Trustees have approved a risk register which is updated at least annually. The identified risks are carefully monitored and appropriate policies, procedures, operating practices and staff development processes are put in place to minimise the likelihood of the risks occurring and appropriate insurances and plans are in place to control the impact if any risks do occur.

The main risks which the Trustees monitor are:

- Risks to the safety of our patients. These are monitored through the Clinical Governance Committee.
- Risks to our sustainability, given the pressure on public finances and our reliance on voluntary income. These are monitored through the Finance and Strategy Committees.
- Risks associated with employing staff and deploying volunteers. These risks are monitored through the HR Committee.
- Risks to our reputation which would impact on the confidence people would have in using our services and the willingness of the public to support our work through fundraising and volunteering. These risks are managed across the Hospice's activities.

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STRATEGIC REPORT

Future plans

Plans for 2020/21 include:

For people at the end of life:

- Study the use of analgesia and sedatives across the Hospice movement
- Advance an end of life care pathway for people with advanced dementia
- Raise the capital funding required for an extended IPU

For people living with a life-limiting illness:

- Secure funding to test mypals in County Durham
- Support the development of a new Palliative and End of Life Strategy for County Durham
- Establish a baseline of outcome monitoring in the Living Well Centre

For carers:

- Seek funding to employ a carer support worker
- Further develop courses with Durham Carers
- Identify at least three projects that we can implement in 2021/22

For people who are bereaved following a life-limiting illness:

- Finalise methodology for measuring the impact of volunteering and fundraising on the experience of grief and loss
- Complete the review of the Family Support Team and identify the resources required to deliver our objectives
- Facilitate the development of a first peer support group

For the general public:

- Explore the feasibility of developing compassionate employers through a partnership with the Better Health at Work scheme
- Seek funding for a pilot community outreach project
- Develop a prototype for expanding the accessibility of the Everything In Place programme

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

St Cuthbert's Hospice is a charitable company limited by guarantee and does not have share capital. It is governed by its Articles of Association, most recently amended in 2016.

It is registered as a Charity with the Charities Commission. The Trustees, collectively called the Board of Directors, are elected members of the Company. Those who served during the year are named on page 11. The subscribers to the Articles of Association and others the Board of Directors admits to membership are members of the Company and either sign a written consent to become a member or sign the register of members on becoming a member.

In the event of the Charity being wound up, the liability of each member is limited to £10.

Recruitment and appointment of new trustees

The Board of Directors appoints members to either fill a vacancy or as an addition to the existing members up to a maximum of 15 members. One third of its members retire each year at the AGM in rotation, and are eligible for re-election. After 9 years continuous service, they are eligible for re-election only after a 12 month gap in service.

The Board elects a Chairman for a minimum period of three years.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Board of Directors administers the Charity. It meets quarterly and there are 6 sub-committees of the Board. These are: Finance, Human Resources, Clinical Governance, Strategy, Governance Review and a Search Committee responsible for the recruitment of new Trustees. The Board has also established an additional committee to govern the decision-making regarding the possibility of expanding the Hospice. This is a time-limited Committee and will be disbanded once the associated "Project Grow" is completed.

A Chief Executive is appointed by the Trustees to manage the day to day operations of the Charity.

Induction and training of new trustees

All new Board members participate in an induction programme so that they understand their powers and responsibilities.

During 2020/21 we will:

- Complete a governance review
- Further develop our approach to stakeholder management and engagement
- Propose that we change our legal structure to that of Incorporated Charitable Organisation

Key management remuneration

Remuneration of the CEO and members of the Senior Management Team is determined by the Board of Trustees, which delegates responsibility for recommending SMT salaries to the Human Resources Committee (HRC). The HRC is also responsible for determining and recommending to the Board the policy for remuneration and reward of employees at the Hospice, the pay structure for all employees and the level of any annual cost of living increase, taking into account appropriate benchmarks (including NHS rates for clinical staff and other comparator Hospices) and prevailing inflation rates. In addition, the HRC is responsible for monitoring the effectiveness of all remuneration, terms and conditions policies and keeping them under appropriate review.

Related parties

The Hospice is a member of North East Hospice Lottery Limited.

The Hospice has two subsidiary companies, The Park House Company Durham Limited and Mypals Limited. Both companies were dormant during the year.

Risk management

The Board of Directors addresses its responsibilities for managing the risks faced by the Hospice through its committee structure, which key members of staff also attend, and results in policies and procedures to mitigate risks and enable the delivery of quality services which comply with current legislation. The Trustees have approved, and regularly review, a register of the main risks faced by the Charity and use this as a basis for planning actions to remove, control or mitigate the identified risks. The controls are in place to provide reasonable assurance against fraud and error.

Fundraising

The Hospice abides by the Code of Fundraising Practice. The Hospice does not engage third-party fundraisers to contact donors or potential donors. The Hospice does not sell contact details of donors. During the year there was no non-compliance of the Code of Fundraising Practice and the Hospice received no complaints relating to its fundraising practice.

With the establishment of the new Win Win Lottery the Hospice has, for the first time engaged in direct marketing by telephone and door to door canvassing. It has done this through the activity of employed staff who are recruited because they share the values of the hospice and can be relied upon to implement the Hospice's policies and procedures, which are in accordance with ethical fundraising. Prior to commencing these activities, new fundraising procedures and training for staff were developed to ensure that St Cuthbert's continues to work in accordance with the highest standards of good practice.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02208426 (England and Wales)

ST. CUTHBERT'S HOSPICE DURHAM
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2020

Registered Charity number
519767

Registered office
Park House Road
Merryoaks
Durham
Co. Durham
DH1 3QF

Trustees

| | |
|-------------------|-----------|
| Ms A Lamb | Chairman |
| K Whitfield | |
| J Graydon | |
| Mrs S Chapman | |
| Mrs S Ruskin | Treasurer |
| Dr A Galloway | |
| Mrs J Brown | |
| I Dewhirst | |
| Dr J McMichael | |
| Dr P Flanagan | |
| S P Jefferson | |
| Mrs G L MacArthur | |
| J Davison | |
| Dr C L O'Donnell | |
| Mrs N Hutchinson | |
| G C McPherson | Co-opted |

Officers of the Company

| | |
|--|---|
| Chief Executive | Paul Marriott |
| Head of Clinical Services manager and Deputy Chief Executive | George Bell Until June 2019 Allison Welsh From June 2019 |
| Medical Director | Professor Tim Morgan |
| Head of Human Resources | Karen Grigg |
| Head of Retail Operations | Marcia Leathard |

VAT registration number
997 3057 70

Registered with Care Quality Commission

Company Secretary

| | |
|----------------|--------------------|
| R. Langdon | Until October 2019 |
| Mrs S J Corney | From November 2019 |

Senior Statutory Auditor

David Holloway BA FCA DChA

Auditors

Ribchesters Group Limited,
Chartered Accountants
and Registered Auditors
Finchale House
Belmont Business Park
Durham
DH1 1TW

ST. CUTHBERT'S HOSPICE DURHAM
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REFERENCE AND ADMINISTRATIVE DETAILS

Solicitors

Freeman Johnson
11 Victoria Road
Darlington
DL1 5SP

SERIOUS INCIDENTS

A serious incident is one which could cause a significant loss of funds or risk to a charity's property, work, beneficiaries or reputation. Trustees of charities with an income over £25k must sign a declaration as part of their annual return to the Charities Commission stating there are no serious incidents relating to the charity over the previous year that they neglected to inform the Commission of.

The Trustees confirm that there have been no serious incidents to report.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of St. Cuthbert's Hospice Durham for the purposes of company law) 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.

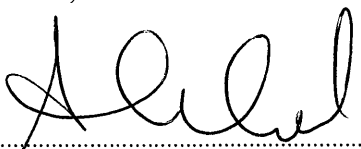
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding 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.

In addition to this report, the Trustees are also statutorily required to produce a Quality Account which records what the Hospice has done to continue to improve the quality of the clinical services it offers as well as stating its future plans for quality improvement. This report is available on the Hospice website and on the website of the Department of Health.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 12 November 2020 and signed on the board's behalf by:

 19th Nov 2020

.....
Ms A Lamb - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ST. CUTHBERT'S HOSPICE DURHAM

Opinion

We have audited the financial statements of St. Cuthbert's Hospice Durham (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement 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 (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the 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 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 Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
ST. CUTHBERT'S HOSPICE DURHAM**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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 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 charitable company or to cease operations, or have no realistic alternative but to do so.

Our 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 a Report of the Independent Auditors 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. This description forms part of our Report of the Independent Auditors.

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 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



David Holloway BA FCA DChA (Senior Statutory Auditor)
for and on behalf of Ribchesters Group Limited,
Chartered Accountants
and Registered Auditors
Finchale House
Belmont Business Park
Durham
DH1 1TW

Date:

27th November 2020

ST. CUTHBERT'S HOSPICE DURHAM

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2020

| | Notes | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|------------------------------------|-------|-------------------------|-----------------------|--------------------------|--------------------------|
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | 2 | 599,152 | 75,141 | 674,293 | 634,018 |
| Charitable activities | | | | | |
| End of Life Care | 5 | 653,720 | - | 653,720 | 612,799 |
| Palliative Care | | 531,480 | - | 531,480 | 357,466 |
| Social Work Team | | - | - | - | 28,891 |
| Bereavement Support | | 54,740 | - | 54,740 | 20,077 |
| Other trading activities | 3 | 1,030,772 | - | 1,030,772 | 1,061,427 |
| Investment income | 4 | 51,598 | - | 51,598 | 65,247 |
| Other income | | <u>16,028</u> | <u>-</u> | <u>16,028</u> | <u>8,573</u> |
| Total | | 2,937,490 | 75,141 | 3,012,631 | 2,788,498 |
| EXPENDITURE ON | | | | | |
| Raising funds | 6 | 959,587 | - | 959,587 | 902,787 |
| Charitable activities | | | | | |
| End of Life Care | 7 | 883,822 | 18,380 | 902,202 | 868,933 |
| Palliative Care | | 1,272,929 | 59,262 | 1,332,191 | 1,139,239 |
| Social Work Team | | 90,664 | 16,383 | 107,047 | 110,880 |
| Bereavement Support | | 78,813 | 17,609 | 96,422 | 71,197 |
| Everything in Place | | 46,539 | 163 | 46,702 | 46,534 |
| Total | | 3,332,354 | 111,797 | 3,444,151 | 3,139,570 |
| Net gains/(losses) on investments | | <u>(14,128)</u> | <u>-</u> | <u>(14,128)</u> | <u>115,423</u> |
| NET INCOME/(EXPENDITURE) | | (408,992) | (36,656) | (445,648) | (235,649) |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 5,711,937 | 70,106 | 5,782,043 | 6,017,692 |
| TOTAL FUNDS CARRIED FORWARD | | <u>5,302,945</u> | <u>33,450</u> | <u>5,336,395</u> | <u>5,782,043</u> |

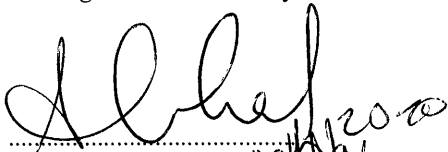
The notes form part of these financial statements

ST. CUTHBERT'S HOSPICE DURHAM (REGISTERED NUMBER: 02208426)

BALANCE SHEET
31 MARCH 2020

| | Notes | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|--|-------|-------------------------|-----------------------|--------------------------|--------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 13 | 3,668,184 | - | 3,668,184 | 3,790,011 |
| Investments | 14 | <u>3</u> | <u>-</u> | <u>3</u> | <u>3</u> |
| | | 3,668,187 | - | 3,668,187 | 3,790,014 |
| CURRENT ASSETS | | | | | |
| Stocks | 15 | 8,162 | - | 8,162 | 6,523 |
| Debtors | 16 | 372,929 | - | 372,929 | 159,194 |
| Investments | 17 | 825,029 | - | 825,029 | 1,850,058 |
| Cash at bank and in hand | | <u>563,565</u> | <u>33,447</u> | <u>597,012</u> | <u>150,661</u> |
| | | 1,769,685 | 33,447 | 1,803,132 | 2,166,436 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 18 | <u>(134,924)</u> | <u>-</u> | <u>(134,924)</u> | <u>(174,407)</u> |
| NET CURRENT ASSETS | | <u>1,634,761</u> | <u>33,447</u> | <u>1,668,208</u> | <u>1,992,029</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | | | |
| | | <u>5,302,948</u> | <u>33,447</u> | <u>5,336,395</u> | <u>5,782,043</u> |
| NET ASSETS | | <u>5,302,948</u> | <u>33,447</u> | <u>5,336,395</u> | <u>5,782,043</u> |
| FUNDS | | | | | |
| Unrestricted funds | 20 | | | 5,302,948 | 5,711,937 |
| Restricted funds | | | | <u>33,447</u> | <u>70,106</u> |
| TOTAL FUNDS | | | | <u>5,336,395</u> | <u>5,782,043</u> |

The financial statements were approved by the Board of Trustees and authorised for issue on 12 November 2020 and were signed on its behalf by:


A Lamb - Trustee 19/11/2020

ST. CUTHBERT'S HOSPICE DURHAM

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2020**

| | Notes | 2020 £ | 2019 £ |
|---|-------|-------------------------|-------------------------|
| Cash flows from operating activities | | | |
| Cash generated from operations | 1 | <u>(607,284)</u> | <u>(94,524)</u> |
| Net cash used in operating activities | | <u>(607,284)</u> | <u>(94,524)</u> |
| Cash flows from investing activities | | | |
| Purchase of tangible fixed assets | | (15,995) | (90,259) |
| Sale of tangible fixed assets | | 4,629 | 7,000 |
| Interest received | | 5,299 | 4,695 |
| Dividends received | | 46,299 | 60,552 |
| Portfolio management fees | | <u>(11,626)</u> | <u>(14,297)</u> |
| Net cash provided by investing activities | | <u>28,606</u> | <u>(32,309)</u> |
| Change in cash and cash equivalents in the reporting period | | (578,678) | (126,833) |
| Cash and cash equivalents at the beginning of the reporting period | | <u>2,000,719</u> | <u>2,127,552</u> |
| Cash and cash equivalents at the end of the reporting period | | <u><u>1,422,041</u></u> | <u><u>2,000,719</u></u> |

The notes form part of these financial statements

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2020

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING
ACTIVITIES

| | 2020 | 2019 |
|--|-------------------------|------------------------|
| | £ | £ |
| Net expenditure for the reporting period (as per the Statement of Financial Activities) | (445,648) | (235,649) |
| Adjustments for: | | |
| Depreciation charges | 133,219 | 129,303 |
| Profit on disposal of fixed assets | - | (7,000) |
| Interest received | (5,299) | (4,695) |
| Dividends received | (46,299) | (60,552) |
| Portfolio management fees | 11,626 | 14,297 |
| Increase in stocks | (1,639) | (1) |
| (Increase)/decrease in debtors | (213,734) | 41,928 |
| (Decrease)/increase in creditors | <u>(39,510)</u> | <u>27,845</u> |
| Net cash used in operations | <u><u>(607,284)</u></u> | <u><u>(94,524)</u></u> |

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Restatement of Comparatives in The Statement of Financial Activities

In the year ended 31 March 2020 the Trustees undertook a review of the descriptions of charitable activities which are included in the SOFA. That review concluded that the descriptions which were previously used did not align directly with the Charity's new Strategic Plan. The descriptions of charitable activities have therefore been updated to reflect the current position and the comparatives - year ended 31 March 2019 - have been adjusted for consistency. This also meant that the method of apportionment of certain support costs has been changed with an associated amendment to the comparative figures.

These adjustments do not impact upon Total Income, Total Expenditure or Net Income.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Legacies

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 to the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed where material.

Should the charity be notified of a legacy subsequent to the accounting reference date but before the date of approval of the accounts and evidence exists which suggests that the executors of the estate agreed the distribution prior to the end of the reporting period and receipt of the legacy is deemed to be probable then that receipt will be recognised as income in that accounting period.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Raising funds

The costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shops.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES - continued

Allocation and apportionment of costs

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on the basis of time spent.

Tangible fixed assets

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

| | |
|-----------------------------|--|
| Freehold land and buildings | - 2% on cost |
| Leasehold improvements | - straight line basis over term of lease |
| Fixtures and fittings | - 20% on cost |
| Motor vehicles | - 20% on cost |
| Computer equipment | - 25% on cost |

The company's accounting policy is to depreciate freehold buildings where the building has;-

- i) a predictable useful economic life, and
- ii) an estimated residual value below cost.

Stocks

Stock purchased is valued at the lower of cost or net realisable value. Stock gifted to the Charity shops has no cost value to the Hospice and is not accounted for.

Taxation

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

Fund accounting

Funds held by the charity are either:

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

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

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

Legacies

Expenditure on research and development is written off in the year in which it is incurred.

Operating leases

Payments made for leases regarded as operating leases are charged to the profit and loss account on a straight-line basis over the terms of the lease.

Pension costs and other post-retirement benefits

The company contributes to a defined contribution pension scheme for certain employees and to The NHS Pension Scheme, which is a defined benefit scheme. Pension contributions are charged to the income and expenditure account to spread the cost of the pensions over the employees working lives.

Investments

Investments are held at market value at the balance sheet date. Realised and unrealised gains or losses are accounted for in the relevant fund.

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

2. DONATIONS AND LEGACIES

| | 2020 | 2019 |
|---------------------------------|-----------------------|-----------------------|
| | £ | £ |
| Donations and gifts | 358,255 | 351,600 |
| Legacies | 250,515 | 211,118 |
| Grants | 57,783 | 63,560 |
| Donated services and facilities | <u>7,740</u> | <u>7,740</u> |
| | <u><u>674,293</u></u> | <u><u>634,018</u></u> |

Grants received, included in the above, are as follows:

| | 2020 | 2019 |
|------------------------------------|----------------------|----------------------|
| | £ | £ |
| The Percy Bilton Charity | 3,248 | - |
| Big Lottery Fund | 33,538 | 26,433 |
| St Michael's Healing Home Trust | 250 | - |
| The Rothley Trust | 1,000 | - |
| The Esh Charitable Trust | - | 5,000 |
| Anonymous | - | 5,000 |
| County Durham Community Foundation | - | 1,000 |
| Tesco - Groundwork UK | - | 3,000 |
| Durham County Council | - | 425 |
| Barclays | - | 500 |
| JH Burn Charitable Trust | - | 164 |
| UPS | - | 19,538 |
| Maximus Foundation | - | 2,500 |
| Durham City Parish Council | 1,500 | - |
| Masonic Bereavement Support | <u>18,247</u> | <u>-</u> |
| | <u><u>57,783</u></u> | <u><u>63,560</u></u> |

3. OTHER TRADING ACTIVITIES

| | 2020 | 2019 |
|-------------------------------------|-------------------------|-------------------------|
| | £ | £ |
| Fundraising activities | 323,893 | 348,979 |
| Charity shop sales | 628,002 | 626,978 |
| Room hire & catering | 957 | 3,977 |
| North East Hospices Lottery Limited | <u>77,920</u> | <u>81,493</u> |
| | <u><u>1,030,772</u></u> | <u><u>1,061,427</u></u> |

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020

4. INVESTMENT INCOME

| | 2020 | 2019 |
|--------------------|---------------|---------------|
| | £ | £ |
| Interest received | 5,299 | 4,695 |
| Dividends received | <u>46,299</u> | <u>60,552</u> |
| | <u>51,598</u> | <u>65,247</u> |

5. INCOME FROM CHARITABLE ACTIVITIES

| | Activity | 2020 | 2019 |
|-----------------------|---------------------|------------------|------------------|
| | | £ | £ |
| County Durham NHS | End of Life Care | 653,720 | 612,799 |
| County Durham NHS | Palliative Care | 531,480 | 357,466 |
| Durham County Council | Social Work Team | - | 28,891 |
| County Durham NHS | Bereavement Support | 13,933 | - |
| Durham County Council | Bereavement Support | <u>40,807</u> | <u>20,077</u> |
| | | <u>1,239,940</u> | <u>1,019,233</u> |

6. RAISING FUNDS

Raising donations and legacies

| | 2020 | 2019 |
|---------------|----------------|----------------|
| | £ | £ |
| Staff costs | 233,578 | 204,240 |
| Support costs | <u>60,617</u> | <u>56,907</u> |
| | <u>294,195</u> | <u>261,147</u> |

Other trading activities

| | 2020 | 2019 |
|--|----------------|----------------|
| | £ | £ |
| Purchases | 110,844 | 112,380 |
| Staff costs | 254,624 | 237,438 |
| Charity shops rent | 86,220 | 87,603 |
| Property and other expenses of charity shops | 56,599 | 53,342 |
| Support costs | <u>145,479</u> | <u>136,580</u> |
| | <u>653,766</u> | <u>627,343</u> |

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020

6. RAISING FUNDS - continued

Investment management costs

| | 2020 | 2019 |
|----------------------|----------------|----------------|
| | £ | £ |
| Portfolio management | <u>11,626</u> | <u>14,297</u> |
| Aggregate amounts | <u>959,587</u> | <u>902,787</u> |

7. CHARITABLE ACTIVITIES COSTS

| | Direct Costs | Support costs (see note 8) | Totals |
|---------------------|------------------|----------------------------|------------------|
| | £ | £ | £ |
| End of Life Care | 750,278 | 151,924 | 902,202 |
| Palliative Care | 1,108,210 | 223,981 | 1,332,191 |
| Social Work Team | 76,578 | 30,469 | 107,047 |
| Bereavement Support | 80,143 | 16,279 | 96,422 |
| Everything in Place | <u>38,692</u> | <u>8,010</u> | <u>46,702</u> |
| | <u>2,053,901</u> | <u>430,663</u> | <u>2,484,564</u> |

8. SUPPORT COSTS

| | Management | Governance costs | Totals |
|--------------------------------|----------------|------------------|----------------|
| | £ | £ | £ |
| Raising donations and legacies | 58,050 | 2,567 | 60,617 |
| Other trading activities | 139,324 | 6,155 | 145,479 |
| End of Life Care | 145,830 | 6,094 | 151,924 |
| Palliative Care | 214,840 | 9,141 | 223,981 |
| Social Work Team | 29,792 | 677 | 30,469 |
| Bereavement Support | 15,602 | 677 | 16,279 |
| Everything in Place | <u>7,672</u> | <u>338</u> | <u>8,010</u> |
| | <u>611,110</u> | <u>25,649</u> | <u>636,759</u> |

Support costs, included in the above, are as follows:

| | Raising donations and legacies | Other trading activities | End of Life Care | Palliative Care |
|---------------------------------------|--------------------------------|--------------------------|------------------|-----------------|
| | £ | £ | £ | £ |
| Wages and salaries | 36,116 | 86,677 | 85,810 | 128,715 |
| Social security | 3,048 | 7,316 | 7,242 | 10,864 |
| Pensions | 1,841 | 4,418 | 4,374 | 6,561 |
| Computer and admin costs | 6,129 | 14,710 | 20,948 | 28,558 |
| Staff and volunteer training | 795 | 1,910 | 1,891 | 2,836 |
| Hospice running costs | 8,799 | 21,117 | 22,421 | 32,590 |
| Bank charges | 1,322 | 3,176 | 3,144 | 4,716 |
| Loss on sale of tangible fixed assets | - | - | - | - |
| Carried forward | 58,050 | 139,324 | 145,830 | 214,840 |

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020

8. SUPPORT COSTS - continued

| | Raising donations and legacies £ | Other trading activities £ | End of Life Care £ | Palliative Care £ |
|--|--|-------------------------------------|--------------------------|-------------------------|
| Brought forward | 58,050 | 139,324 | 145,830 | 214,840 |
| Wages and salaries | 1,187 | 2,848 | 2,820 | 4,229 |
| Social security | 115 | 274 | 271 | 407 |
| Pensions | 41 | 98 | 97 | 146 |
| Auditors' remuneration | 700 | 1,680 | 1,663 | 2,495 |
| Auditors' remuneration for non audit work | <u>524</u> | <u>1,255</u> | <u>1,243</u> | <u>1,864</u> |
| | <u>60,617</u> | <u>145,479</u> | <u>151,924</u> | <u>223,981</u> |

| | Social Work Team £ | Bereavement Support £ | Everything in Place £ | 2020 Total activities £ | 2019 Total activities £ |
|--|--------------------------|-----------------------------|-----------------------------|----------------------------------|----------------------------------|
| Wages and salaries | 23,663 | 9,534 | 4,767 | 375,282 | 327,476 |
| Social security | 805 | 805 | 402 | 30,482 | 29,748 |
| Pensions | 486 | 486 | 243 | 18,409 | 17,012 |
| Computer and admin costs | 1,956 | 1,895 | 809 | 75,005 | 69,556 |
| Staff and volunteer training | 210 | 210 | 105 | 7,957 | 16,908 |
| Hospice running costs | 2,323 | 2,323 | 1,171 | 90,744 | 87,626 |
| Bank charges | 349 | 349 | 175 | 13,231 | 11,816 |
| Loss on sale of tangible fixed assets | - | - | - | - | (7,000) |
| Wages and salaries | 313 | 313 | 157 | 11,867 | 12,871 |
| Social security | 30 | 30 | 15 | 1,142 | 1,193 |
| Pensions | 11 | 11 | 5 | 409 | 321 |
| Auditors' remuneration | 185 | 185 | 92 | 7,000 | 7,000 |
| Auditors' remuneration for non audit work | <u>138</u> | <u>138</u> | <u>69</u> | <u>5,231</u> | <u>4,176</u> |
| | <u>30,469</u> | <u>16,279</u> | <u>8,010</u> | <u>636,759</u> | <u>578,703</u> |

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 2020 £ | 2019 £ |
|---|-----------|----------------|
| Auditors' remuneration | 7,000 | 7,000 |
| Auditors' remuneration for non audit work | 5,231 | 4,176 |
| Depreciation - owned assets | 133,218 | 129,303 |
| Other operating leases | 86,220 | 87,603 |
| Surplus on disposal of fixed assets | <u>-</u> | <u>(7,000)</u> |

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

11. STAFF COSTS

| | 2020 £ | 2019 £ |
|-----------------------|-------------------------|-------------------------|
| Wages and salaries | 2,260,929 | 2,035,025 |
| Social security costs | 187,032 | 162,010 |
| Other pension costs | <u>129,554</u> | <u>101,570</u> |
| | <u><u>2,577,515</u></u> | <u><u>2,298,605</u></u> |

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

| | 2020 | 2019 |
|---------------------------|-------------------|-------------------|
| Caring | 68 | 62 |
| Fundraising/shops | 28 | 30 |
| Administration/operations | <u>17</u> | <u>12</u> |
| | <u><u>113</u></u> | <u><u>104</u></u> |

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

| | 2020 | 2019 |
|-------------------|-----------------|-----------------|
| £80,000 - £89,999 | <u><u>1</u></u> | <u><u>1</u></u> |

The number of employees as at 31 March 2020 was 113 (2019: 104).

The total of key management personnel compensation in the year to 31 March 2020 was £238,362 (2019: £233,237).

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted funds £ | Restricted funds £ | Total funds £ |
|-----------------------------------|----------------------------|--------------------------|---------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Donations and legacies | 592,958 | 41,060 | 634,018 |
| Charitable activities | | | |
| End of Life Care | 612,799 | - | 612,799 |
| Palliative Care | 357,466 | - | 357,466 |
| Social Work Team | 28,891 | - | 28,891 |
| Bereavement Support | 20,077 | - | 20,077 |
| Other trading activities | 1,061,427 | - | 1,061,427 |
| Investment income | 65,247 | - | 65,247 |
| Other income | <u>8,573</u> | <u>-</u> | <u>8,573</u> |
| Total | 2,747,438 | 41,060 | 2,788,498 |

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

| | | | |
|---|--|--------------------------------|----------------------------------|
| 12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued | | | |
| | Unrestricted funds £ | Restricted funds £ | Total funds £ |
| EXPENDITURE ON | | | |
| Raising funds | 902,787 | - | 902,787 |
| Charitable activities | | | |
| End of Life Care | 846,025 | 22,908 | 868,933 |
| Palliative Care | 1,054,773 | 84,466 | 1,139,239 |
| Social Work Team | 104,481 | 6,399 | 110,880 |
| Bereavement Support | 69,653 | 1,544 | 71,197 |
| Everything in Place | 45,722 | 812 | 46,534 |
| | <hr/> | <hr/> | <hr/> |
| Total | 3,023,441 | 116,129 | 3,139,570 |
| Net gains on investments | <u>115,423</u> | - | <u>115,423</u> |
| NET INCOME/(EXPENDITURE) | (160,580) | (75,069) | (235,649) |
| Transfers between funds | <u>5,000</u> | <u>(5,000)</u> | <u>-</u> |
| Net movement in funds | (155,580) | (80,069) | (235,649) |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | 5,867,516 | 150,176 | 6,017,692 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL FUNDS CARRIED FORWARD | <u><u>5,711,936</u></u> | <u><u>70,107</u></u> | <u><u>5,782,043</u></u> |
| | | | |
| 13. TANGIBLE FIXED ASSETS | | | |
| | Freehold land and buildings £ | Leasehold improvements £ | Fixtures and fittings £ |
| COST | | | |
| At 1 April 2019 | 4,417,089 | 90,589 | 165,540 |
| Additions | 2,400 | 3,000 | 10,595 |
| Disposals | <u>-</u> | <u>-</u> | <u>(4,604)</u> |
| At 31 March 2020 | <u>4,419,489</u> | <u>93,589</u> | <u>171,531</u> |
| DEPRECIATION | | | |
| At 1 April 2019 | 812,117 | 55,950 | 77,249 |
| Charge for year | <u>74,834</u> | <u>13,861</u> | <u>29,816</u> |
| At 31 March 2020 | <u>886,951</u> | <u>69,811</u> | <u>107,065</u> |
| NET BOOK VALUE | | | |
| At 31 March 2020 | <u><u>3,532,538</u></u> | <u><u>23,778</u></u> | <u><u>64,466</u></u> |
| At 31 March 2019 | <u><u>3,604,972</u></u> | <u><u>34,639</u></u> | <u><u>88,291</u></u> |

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

13. TANGIBLE FIXED ASSETS - continued

| | Motor vehicles £ | Computer equipment £ | Totals £ |
|-----------------------|------------------------|----------------------------|------------------|
| COST | | | |
| At 1 April 2019 | 75,063 | 23,239 | 4,771,520 |
| Additions | - | - | 15,995 |
| Disposals | - | - | (4,604) |
| | <u>75,063</u> | <u>23,239</u> | <u>4,782,911</u> |
| At 31 March 2020 | <u>75,063</u> | <u>23,239</u> | <u>4,782,911</u> |
| DEPRECIATION | | | |
| At 1 April 2019 | 21,981 | 14,212 | 981,509 |
| Charge for year | 11,440 | 3,267 | 133,218 |
| | <u>33,421</u> | <u>17,479</u> | <u>1,114,727</u> |
| At 31 March 2020 | <u>33,421</u> | <u>17,479</u> | <u>1,114,727</u> |
| NET BOOK VALUE | | | |
| At 31 March 2020 | <u>41,642</u> | <u>5,760</u> | <u>3,668,184</u> |
| At 31 March 2019 | <u>53,082</u> | <u>9,027</u> | <u>3,790,011</u> |

Included in cost or valuation of land and buildings is freehold land of £220,320 (2019 - £220,320) which is not depreciated.

14. FIXED ASSET INVESTMENTS

| | Unlisted investment £ |
|-----------------------------------|-----------------------------|
| MARKET VALUE | |
| At 1 April 2019 and 31 March 2020 | <u>3</u> |
| NET BOOK VALUE | |
| At 31 March 2020 | <u>3</u> |
| At 31 March 2019 | <u>3</u> |

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

The Park House Company Durham Limited

Registered office:

Nature of business: Retail (Dormant)

| | % | 2020 | 2019 |
|--------------------------------|---------|------|------|
| | holding | £ | £ |
| Class of share: | | | |
| Ordinary | 100 | 1 | 1 |
| Aggregate capital and reserves | | 1 | 1 |

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

14. FIXED ASSET INVESTMENTS - continued

North East Hospices Lottery Limited

Registered office:

Nature of business: Operation of a lottery

Class of share: %
Ordinary holding 25

| | 2020 | 31/3/19 |
|--------------------------------|------|---------|
| | £ | £ |
| Aggregate capital and reserves | 4 | 4 |

Mypals Limited

Registered office:

Nature of business: Dormant

Class of share: %
Ordinary holding 100

| | 2020 | 2019 |
|--------------------------------|------|------|
| | £ | £ |
| Aggregate capital and reserves | 1 | 1 |

15. STOCKS

| | 2020 | 2019 |
|--------|--------------|--------------|
| | £ | £ |
| Stocks | <u>8,162</u> | <u>6,523</u> |

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 | 2019 |
|--------------------------------|----------------|----------------|
| | £ | £ |
| Trade debtors | 12,760 | 8,798 |
| Other debtors | 23,839 | 26,443 |
| Gift Aid | 14,492 | 13,027 |
| VAT | 7,240 | 14,988 |
| Prepayments and accrued income | <u>314,598</u> | <u>95,938</u> |
| | <u>372,929</u> | <u>159,194</u> |

17. CURRENT ASSET INVESTMENTS

| | 2020 | 2019 |
|------------------------------------|----------------|------------------|
| | £ | £ |
| Listed investments at market value | 3,353 | 3,914 |
| Investment management fund | <u>821,676</u> | <u>1,846,144</u> |
| | <u>825,029</u> | <u>1,850,058</u> |

The market value of listed investments at 31 March 2020 was £825,029 (2019: £1,850,058).

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 | 2019 |
|---------------------------------|----------------|----------------|
| | £ | £ |
| Trade creditors | 33,768 | 85,818 |
| Social security and other taxes | 52,039 | 46,485 |
| Other creditors | 23,353 | 27,574 |
| Accruals and deferred income | <u>25,764</u> | <u>14,530</u> |
| | <u>134,924</u> | <u>174,407</u> |

19. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 2020 | 2019 |
|----------------------------|----------------|----------------|
| | £ | £ |
| Within one year | 78,613 | 58,715 |
| Between one and five years | <u>93,713</u> | <u>53,228</u> |
| | <u>172,326</u> | <u>111,943</u> |

20. MOVEMENT IN FUNDS

| | At 1.4.19 | Net movement in funds | Transfers between funds | At 31.3.20 |
|------------------------------------|------------------|-----------------------------|-------------------------------|------------------|
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| General Fund | 458,367 | (275,770) | 172,683 | 355,280 |
| Fixed Asset Fund | 3,790,011 | (133,219) | 11,391 | 3,668,183 |
| Maintenance Fund | 165,000 | - | - | 165,000 |
| Goal 5 Everything In Place | 60,069 | - | (34,664) | 25,405 |
| Goal 2 Development Fund | <u>1,238,490</u> | <u>-</u> | <u>(149,410)</u> | <u>1,089,080</u> |
| | 5,711,937 | (408,989) | - | 5,302,948 |
| Restricted funds | | | | |
| Child Bereavement Suite | 350 | (350) | - | - |
| The Rothley Trust | 900 | (657) | - | 243 |
| County Durham Community Foundation | 1,000 | (1,000) | - | - |
| The William Webster Trust | 3,000 | (3,000) | - | - |
| Family Support Unit | 1,117 | (1,117) | - | - |
| Mypals Project | 16,056 | (16,056) | - | - |
| Pharmacy Position | 20,087 | (11,400) | - | 8,687 |
| Impact Measurement Fund | 8,058 | (8,058) | - | - |
| UPS Nurse Call System | 19,538 | (13,254) | - | 6,284 |
| IPU - Xmas Tree Fund | - | 19 | - | 19 |
| Persimmon Charity Foundation | - | 1,000 | - | 1,000 |
| Alan Smith | - | 15,000 | - | 15,000 |
| Masonic Bereavement Support | <u>-</u> | <u>2,214</u> | <u>-</u> | <u>2,214</u> |
| | <u>70,106</u> | <u>(36,659)</u> | <u>-</u> | <u>33,447</u> |
| TOTAL FUNDS | <u>5,782,043</u> | <u>(445,648)</u> | <u>-</u> | <u>5,336,395</u> |

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020

20. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Gains and losses £ | Movement in funds £ |
|------------------------------------|----------------------------|----------------------------|--------------------------|---------------------------|
| Unrestricted funds | | | | |
| General Fund | 2,937,490 | (3,199,132) | (14,128) | (275,770) |
| Fixed Asset Fund | - | (133,219) | - | (133,219) |
| | <u>2,937,490</u> | <u>(3,332,351)</u> | <u>(14,128)</u> | <u>(408,989)</u> |
| Restricted funds | | | | |
| Child Bereavement Suite | - | (350) | - | (350) |
| Big Lottery Fund | 33,538 | (33,538) | - | - |
| The Rothley Trust | 1,000 | (1,657) | - | (657) |
| County Durham Community Foundation | - | (1,000) | - | (1,000) |
| The Percy Bilton Charity | 3,248 | (3,248) | - | - |
| St Michael's Healing Home Trust | 250 | (250) | - | - |
| The William Webster Trust | - | (3,000) | - | (3,000) |
| Family Support Unit | - | (1,117) | - | (1,117) |
| Mypals Project | - | (16,056) | - | (16,056) |
| Pharmacy Position | - | (11,400) | - | (11,400) |
| Impact Measurement Fund | - | (8,058) | - | (8,058) |
| UPS Nurse Call System | - | (13,254) | - | (13,254) |
| Westfield Health | 700 | (700) | - | - |
| IPU - Xmas Tree Fund | 116 | (97) | - | 19 |
| BGL | 342 | (342) | - | - |
| Persimmon Charity Foundation | 1,000 | - | - | 1,000 |
| Coxhoe Ladies Club | 100 | (100) | - | - |
| Dr Vest | 100 | (100) | - | - |
| Durham City Parish Council | 1,500 | (1,500) | - | - |
| Alan Smith | 15,000 | - | - | 15,000 |
| Masonic Bereavement Support | 18,247 | (16,033) | - | 2,214 |
| | <u>75,141</u> | <u>(111,800)</u> | <u>-</u> | <u>(36,659)</u> |
| TOTAL FUNDS | <u>3,012,631</u> | <u>(3,444,151)</u> | <u>(14,128)</u> | <u>(445,648)</u> |

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020

20. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

| | At 1.4.18 £ | Net movement in funds £ | Transfers between funds £ | At 31.3.19 £ |
|--|------------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General Fund | 243,470 | (38,277) | 253,174 | 458,367 |
| Fixed Asset Fund | 3,829,055 | (122,302) | 83,258 | 3,790,011 |
| Maintenance Fund | 378,747 | - | (213,747) | 165,000 |
| Goal 5 Everything In Place | 92,686 | - | (32,617) | 60,069 |
| Goal 2 Development Fund | <u>1,323,558</u> | <u>-</u> | <u>(85,068)</u> | <u>1,238,490</u> |
| | 5,867,516 | (160,579) | 5,000 | 5,711,937 |
| Restricted funds | | | | |
| Maintenance and upkeep of gardens | 14,079 | (14,079) | - | - |
| Child Bereavement Suite | 350 | - | - | 350 |
| The Rothley Trust | 900 | - | - | 900 |
| Sir John Priestman Charitable Trust | 5,000 | - | (5,000) | - |
| County Durham Community Foundation | 162 | 838 | - | 1,000 |
| The William Webster Trust | 3,000 | - | - | 3,000 |
| Community Foundation - Tyne & Wear Foundation Trust | 170 | (170) | - | - |
| Namaste Pilot Project | 23,000 | (23,000) | - | - |
| Groundwork UK - Tesco | 584 | (584) | - | - |
| Rose Joicey Fund | 736 | (736) | - | - |
| Family Support Unit | 2,248 | (1,131) | - | 1,117 |
| Mypals Project | 20,000 | (3,944) | - | 16,056 |
| Pharmacy Position | 31,287 | (11,200) | - | 20,087 |
| Impact Measurement Fund | 48,660 | (40,602) | - | 8,058 |
| UPS Nurse Call System | <u>-</u> | <u>19,538</u> | <u>-</u> | <u>19,538</u> |
| | <u>150,176</u> | <u>(75,070)</u> | <u>(5,000)</u> | <u>70,106</u> |
| TOTAL FUNDS | <u>6,017,692</u> | <u>(235,649)</u> | <u>-</u> | <u>5,782,043</u> |

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020

20. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Gains and losses £ | Movement in funds £ |
|--|----------------------------|----------------------------|--------------------------|---------------------------|
| Unrestricted funds | | | | |
| General Fund | 2,747,438 | (2,901,138) | 115,423 | (38,277) |
| Fixed Asset Fund | - | (122,302) | - | (122,302) |
| | <u>2,747,438</u> | <u>(3,023,440)</u> | <u>115,423</u> | <u>(160,579)</u> |
| Restricted funds | | | | |
| Maintenance and upkeep of gardens | - | (14,079) | - | (14,079) |
| Barclays Wealth | 500 | (500) | - | - |
| County Durham Community Foundation | 1,000 | (162) | - | 838 |
| Community Foundation - Tyne & Wear Foundation Trust | - | (170) | - | (170) |
| Namaste Pilot Project | 16,433 | (39,433) | - | (23,000) |
| Groundwork UK - Tesco | 3,000 | (3,584) | - | (584) |
| Rose Joicey Fund | - | (736) | - | (736) |
| Family Support Unit | - | (1,131) | - | (1,131) |
| Mypals Project | 425 | (4,369) | - | (3,944) |
| Pharmacy Position | - | (11,200) | - | (11,200) |
| Impact Measurement Fund | - | (40,602) | - | (40,602) |
| JH Burn Charitable Trust | 164 | (164) | - | - |
| UPS Nurse Call System | 19,538 | - | - | 19,538 |
| | <u>41,060</u> | <u>(116,130)</u> | <u>-</u> | <u>(75,070)</u> |
| TOTAL FUNDS | <u><u>2,788,498</u></u> | <u><u>(3,139,570)</u></u> | <u><u>115,423</u></u> | <u><u>(235,649)</u></u> |

ST. CUTHBERT'S HOSPICE DURHAM

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020

20. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1.4.18 £ | Net movement in funds £ | Transfers between funds £ | At 31.3.20 £ |
|--|------------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General Fund | 243,470 | (314,047) | 425,857 | 355,280 |
| Fixed Asset Fund | 3,829,055 | (255,521) | 94,649 | 3,668,183 |
| Maintenance Fund | 378,747 | - | (213,747) | 165,000 |
| Goal 5 Everything In Place | 92,686 | - | (67,281) | 25,405 |
| Goal 2 Development Fund | <u>1,323,558</u> | <u>-</u> | <u>(234,478)</u> | <u>1,089,080</u> |
| | 5,867,516 | (569,568) | 5,000 | 5,302,948 |
| Restricted funds | | | | |
| Maintenance and upkeep of gardens | 14,079 | (14,079) | - | - |
| Child Bereavement Suite | 350 | (350) | - | - |
| The Rothley Trust | 900 | (657) | - | 243 |
| Sir John Priestman Charitable Trust | 5,000 | - | (5,000) | - |
| County Durham Community Foundation | 162 | (162) | - | - |
| The William Webster Trust | 3,000 | (3,000) | - | - |
| Community Foundation - Tyne & Wear Foundation Trust | 170 | (170) | - | - |
| Namaste Pilot Project | 23,000 | (23,000) | - | - |
| Groundwork UK - Tesco | 584 | (584) | - | - |
| Rose Joicey Fund | 736 | (736) | - | - |
| Family Support Unit | 2,248 | (2,248) | - | - |
| Mypals Project | 20,000 | (20,000) | - | - |
| Pharmacy Position | 31,287 | (22,600) | - | 8,687 |
| Impact Measurement Fund | 48,660 | (48,660) | - | - |
| UPS Nurse Call System | - | 6,284 | - | 6,284 |
| IPU - Xmas Tree Fund | - | 19 | - | 19 |
| Persimmon Charity Foundation | - | 1,000 | - | 1,000 |
| Alan Smith | - | 15,000 | - | 15,000 |
| Masonic Bereavement Support | <u>-</u> | <u>2,214</u> | <u>-</u> | <u>2,214</u> |
| | <u>150,176</u> | <u>(111,729)</u> | <u>(5,000)</u> | <u>33,447</u> |
| TOTAL FUNDS | <u>6,017,692</u> | <u>(681,297)</u> | <u>-</u> | <u>5,336,395</u> |

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

20. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Gains and losses £ | Movement in funds £ |
|--|----------------------------|----------------------------|--------------------------|---------------------------|
| Unrestricted funds | | | | |
| General Fund | 5,684,928 | (6,100,270) | 101,295 | (314,047) |
| Fixed Asset Fund | - | (255,521) | - | (255,521) |
| | <u>5,684,928</u> | <u>(6,355,791)</u> | <u>101,295</u> | <u>(569,568)</u> |
| Restricted funds | | | | |
| Maintenance and upkeep of gardens | - | (14,079) | - | (14,079) |
| Barclays Wealth | 500 | (500) | - | - |
| Child Bereavement Suite | - | (350) | - | (350) |
| Big Lottery Fund | 33,538 | (33,538) | - | - |
| The Rothley Trust | 1,000 | (1,657) | - | (657) |
| County Durham Community Foundation | 1,000 | (1,162) | - | (162) |
| The Percy Bilton Charity | 3,248 | (3,248) | - | - |
| St Michael's Healing Home Trust | 250 | (250) | - | - |
| The William Webster Trust | - | (3,000) | - | (3,000) |
| Community Foundation - Tyne & Wear Foundation Trust | - | (170) | - | (170) |
| Namaste Pilot Project | 16,433 | (39,433) | - | (23,000) |
| Groundwork UK - Tesco | 3,000 | (3,584) | - | (584) |
| Rose Joicey Fund | - | (736) | - | (736) |
| Family Support Unit | - | (2,248) | - | (2,248) |
| Mypals Project | 425 | (20,425) | - | (20,000) |
| Pharmacy Position | - | (22,600) | - | (22,600) |
| Impact Measurement Fund | - | (48,660) | - | (48,660) |
| JH Burn Charitable Trust | 164 | (164) | - | - |
| UPS Nurse Call System | 19,538 | (13,254) | - | 6,284 |
| Westfield Health | 700 | (700) | - | - |
| IPU - Xmas Tree Fund | 116 | (97) | - | 19 |
| BGL | 342 | (342) | - | - |
| Persimmon Charity Foundation | 1,000 | - | - | 1,000 |
| Coxhoe Ladies Club | 100 | (100) | - | - |
| Dr Vest | 100 | (100) | - | - |
| Durham City Parish Council | 1,500 | (1,500) | - | - |
| Alan Smith | 15,000 | - | - | 15,000 |
| Masonic Bereavement Support | 18,247 | (16,033) | - | 2,214 |
| | <u>116,201</u> | <u>(227,930)</u> | <u>-</u> | <u>(111,729)</u> |
| TOTAL FUNDS | <u><u>5,801,129</u></u> | <u><u>(6,583,721)</u></u> | <u><u>101,295</u></u> | <u><u>(681,297)</u></u> |

Restricted Funds

Garden Fund

In 2007/08 a donation of £100,000 was received from a donor who wished to remain anonymous. This donation has been used to maintain and upkeep the Hospice Gardens.

The Rothley Trust

These are funds received for dementia services.

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

20. MOVEMENT IN FUNDS - continued

County Durham Community Foundation

This was funding towards LWC sensory room equipment.

Community Foundation - Tyne & Wear

A grant was received to fund days out for LWC and Dementia patients, the deadline for this spend was extended to September 2018.

Namaste Pilot Project

Grants to fund a programme of care for people with advanced dementia.

Groundwork UK

Funding received to construct an outside sensory garden at the Hospice.

Rose Joicey Fund

These funds will be spent in 2017-18 and are to fund short breaks for dementia patients and their carers.

Family Support Unit

Funding received to be spent on the family support unit inside of the hospice.

Child Bereavement Suite

Funds were received to add resources to the Child Bereavement Suite.

The William Webster Charitable Trust

Funding received to help to replace items in the IPU.

Mypals Project

This funding has been received to build an on-line platform which connects volunteers with those in need.

Pharmacy Position

Funding received to contribute towards the employment of an in-house Pharmacist.

UPS Nurse Call System

Monies raised and contributed by UPS in order to fund a nurse call system.

Impact Measurement Fund

Funding received to implement an impact management programme.

St Michael's Healing Home Trust

Funding was received for a new vein finder, case and trolley for the IPU.

Big Lottery Fund

Part of a three year grant to fund a Namaste Care Programme for people with advanced dementia.

The Percy Bilton Charity

To purchase a new specialist bed for the In-Patient Unit.

JH Burn Charitable Trust

Resources for the child counselling service.

Westfield Health

Equipment for use in the Living Well Centre.

BGL

To purchase Christmas gifts for the Living Well Centre guests.

ST. CUTHBERT'S HOSPICE DURHAM

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

20. MOVEMENT IN FUNDS - continued

Persimmon Charity Foundation

Equipment for the In-Patient Unit.

Coxhoe Ladies Club

Towards the costs of the children and young person's bereavement counselling service.

21. RELATED PARTY DISCLOSURES

During the year donations totalling £77,920 (£81,493) were received from North East Hospices Lottery Limited, a company in which the charity owns 25% of the equity voting capital. Of this amount, £18,077 is included in accrued income.

22. ULTIMATE CONTROLLING PARTY

The charitable company is controlled by the Members of the Board of Trustees.

23. POST BALANCE SHEET EVENTS

As a direct consequence of the Coronavirus (COVID-19) pandemic, and in accordance with UK government guidelines, the charity scaled back certain of its activities and operations on 23 March 2020.

At the date of the approval of the financial statements it has not been possible to quantify or ascertain with any certainty the financial impact of COVID-19. No adjustments have been made to any figures in the financial statements as a result of the pandemic.

24. GOING CONCERN

After making appropriate enquiries, the Trustees have an expectation that the charity has adequate resources to continue delivering services for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing these financial statements.

